Inspiring excellence in higher education for more than 14 years

Over 250 faculty, from IITs, IIMs and other premier Institutes of the country

Specifically designed academic curriculum relevant to industry needs

Over 6000 students enrolled in multi-disciplinary programmes

Alumni, working as scientists in ISRO, MNCS, judges, practicing lawyers in supreme court, high courts and district courts

Ranked No. 1, rating 5 star in Uttarakhand by CareerConnect (April 2014)

Website:
www.uttaranchaluniversity.ac.in

Please Note:
The student discipline system is designed for meeting out the requirement of an educational system and does not function as a court of law. Therefore, procedural issues, including the introduction and consideration of evidence, are handled in a manner consistent with that of educational focus. The student discipline system is not a substitute for the criminal and civil courts of the land. If a student or a group of students is reported for any possible violation of the law off campus, the University will cooperate with appropriate authorities/officials, in taking appropriate action.

Recipient of "Best Infrastructure Award-2013" by CMAI

Awarded the 'Best Upcoming University in North India -2014' by ASSOCHAM

Best University in North India Award 2015 by Royal Brands Pvt Ltd
STUDENT’S HANDBOOK

PERSONAL INFORMATION

Student's Name: ________________________________
Student's Mobile No.: __________________________
Student's ID: _________________________________
Course: ______________________________________
Father's Name: ________________________________
Father's Mobile No.: ___________________________
Name of Local Guardian: _______________________
Mobile No. of Local Guardian: __________________
Blood Group: _________________________________
Present Address: _______________________________

____________________________________________

____________________________________________

____________________________________________
Dear Student,

Uttaranchal University welcomes you to its fold and expects you to maintain highest standards of academic integrity and conduct yourself with utmost dignity. Let your interaction with University officials, faculty, staff and fellow students be guided by the established ethics of the higher academic system.

The Student’s Handbook is being presented to you to get familiarized with the work culture of Uttaranchal University as you are at the threshold of beginning your academic phase. The Handbook contains precise information of the academic opportunities and resources available to you and to acquaint you with some of the relevant policies and regulations of the University. The handbook will serve as a guide and foundation on which to structure your daily interactions with the members of the University and to lead a dignified life on the campus.

Each student must hold himself/herself to the standards and policies laid down by the University, as enunciated in this Handbook.

Uttaranchal University
Uttaranchal University is a self-financed private University established by Uttarakhand Govt. vide Uttaranchal University Act 2012, (Uttarakhand Act No. 11 of 2013) and is functioning as a University from the academic session 2013-2014. The University is recognized by the Ministry of HRD, New Delhi under Section 2(f) of University Grants Commission (UGC) Act 1956 and is empowered to award degrees as specified in Section 22 of the UGC Act. The courses imparted by the University are in conformity with UGC and other affiliating and regulatory bodies. At present University is conducting its academic activities through the following faculties:

(i) Faculty of Engineering & Technology
(ii) Faculty of Life & Allied Sciences
(ii) Faculty of Management & Business Studies
(iii) Faculty of Law & Legal Studies
(iv) Faculty of Pharmaceutical Sciences

**Vision**

- To be a world-class University capable of providing pre-eminent educational experiences that are simulating, responsive to the needs of the 21st century and nurturing talent.

- University has the vision to transform the lives of millions through excellence in teaching, learning, training and research which are at par with national and international standards.
Mission

- Provide a dynamic, challenging and ethical environment for pursuing high quality teaching, training and research across all areas of University, where students, faculty and other key constituents can interact and collaborate with the global community for creation and dissemination of knowledge.

- To provide ample opportunities to the youth to evolve their core competencies for building their careers as world class entrepreneurs, professionals, technocrats and community leaders.

Objectives

- To create centres of excellence for providing knowledge, education, training and research facilities of higher order in the fields of science, engineering, law, dental, medical, paramedical, physiotherapy, pharmacy, commerce, management, education, humanities, forestry, agriculture, biotechnology, food technology and other related professional and vocational courses including continuing education and distance learning.

- To contribute to the development of the state and the nation at large, besides facilitating the residents of Uttarakhand State for fostering employability in the region so as to reduce flux of migration.

- To establish and maintain close links with industry to make the teaching, research and training at the University relevant to the needs of the national and global economies.
Important Academic Events

Commencement of Academic Session (Odd Semester) Third Semester onwards: First week of August.

Commencement of Academic Session First Semester: Second week of August

- Sessional Examinations: Second week of October
- Uttaranchal Yuva Fest: Second week of November
- Commencement of Practical Examinations: First week of December
- Commencement of Semester Ending Examinations (Odd Semester): Second week of December
- Semester Break: First week of January to Third week of January
- Result Declaration: End of January

Commencement of Even Semester: Fourth week of January

- Sessional Examinations: Fourth week of March
- Commencement of Practical Examination: First week of May
- Commencement of Semester Ending Examinations: Second week of May
- Semester Break: First week of June to July
Word of Caution

- Always wear I-Card and maintain proper dress code while on campus.
- Park the vehicles in the Parking Area(s) or other areas specified for this purpose.
- Strictly observe the schedule of payment of fee-dues, registration, filling of enrollment & examination form(s) etc.
- Communicate immediately, any change in correspondence address and telephone number to the concerned Deputy Registrar.
- Maintain cordial and respectful behavior with peers, faculty and staff members.
- Loitering on the campus/cafeteria during classes/practicals is prohibited.
- Strictly follow the guidelines laid down for using Laboratory, Library, Computer Centre and other utilities/facilities.
- Students charged with criminal offence or under suspension shall not enter the University campus without the written permission of the University authorities.
- Be punctual in attending lectures/practicals. Students who report late for the class will be marked as absent and may also be denied entry to the class.
- Students are not permitted to use mobile phones in any academic area such as lecture rooms, library, computer centre, laboratories, examination halls etc.
- Apply due care in using library books or any equipment, if misused or damaged, students will have to pay for the loss. Return the library
books within the specified time and in good condition to avoid fine.

- In case of difficulties/problems, feel free to share with your Mentor.

**Examination System**

- University is following semester system (bi-annual). Students have to attend all the classes, and 75% attendance is mandatory for appearing in the examinations, however, in exceptional circumstances this may be further relaxed up to 15% depending upon the merit of the case.

- Student who fails to take the Sessional Examinations will not be permitted to appear in the End Semester Examinations.

- The performance of a student in a semester shall be evaluated through continuous class assessment and End Semester Examinations. The continuous assessment shall be based on class tests, sessional examinations/assignments/tutorials, quiz/viva-voce and attendance or by any combination of these methods. The marks for continuous assessment shall be awarded at the end of the semester. The end semester examination shall be through written, practicals and viva-voce, inspection of certified course work in classes, laboratories and project work, or by mean of any combination of these methods as per the course curriculum requirements.
Students’ Code of Conduct

• All students are responsible for behaving in a manner that helps and enhances the environment of learning, wherein the rights, dignity, worth and freedom of each member on the campus are respected.

• Conduct which unreasonably disrupts, interferes with the safety of others, adversely affects, interferes with the lawful functions of the University, or the rights of any individual to pursue education at the University are subject to University discipline.

Grounds for Disciplinary Proceedings:
Student should refrain from doing the following Acts

1. Ragging in any form whether on campus or off campus.
2. Violation of any of the provisions of the Indian Penal Code, CPC or any other law of the country.
3. Violation of University policies, directives, orders causing threat to the academic integrity of the University.
4. Any conduct leading to limiting, disrupting or obstruction of teaching, research, administration or other normal activities of the University.
5. Failing to comply with the orders or directives of faculty members, University Officers or any other law enforcement officers/agencies.
6. Forgery, altercation, destruction/ unlawful possession of University document.
7. Any act amounting to falsification, misrepresentation of facts, coercion, intimidation, threat or bribery. Attempt or actual theft of any kind on the campus.
8. Influencing or attempting to influence any person to commit and abuse the code of conduct of the student systems.

9. Damage, deface, disfigure or destruction causing any loss in any manner to any private or University properties.

10. Unauthorized use of University facilities such as telephone, internet, computing equipments and accessories or any other mode of IT facility. Unauthorized possession, duplication or use of keys of any premises, instrument of the University.

11. Organizing rally, parade, demonstrations or similar activities without prior permission of the University authorities.

12. Sexual harassment/misconduct, abuse, coercion or threats of any kind against any member of the University community. Offensive or derogatory comments or conducts reflecting gender-bias.

13. Gambling, betting, playing cards or other games of chance or skill for money or other items of value.

14. Possession of any weapon, explosive device narcotics, alcohol, drugs, intoxicating substances or any other prohibited/dangerous chemicals on/off the campus.

15. Violation of University travel policies and procedures – all students travelling for industrial, field and placement are required to comply with the orders of the accompanying faculty/staff of the University.

16. Participation in cheating, plagiarizing the work of others indulging in copying in any examinations or tests, bringing chits, books, notes, calculators, cell phones to the examination halls.

17. Exhibition of any type of banners, flex, boards etc., inside the campus gates, buildings or on the compound walls without prior permission of the University authorities.
18. Collection of money either by request or by coercion from others within the campus, hostels, without permission of the University authorities.

19. Indulging in activities such as strikes, procession, agitation, slogan shouting, dharna, gherao, unlawful confinement of any faculty member, staff or peer student, burning of effigy or indulging in anything which may disturb the peaceful atmosphere of the University.

20. Bringing outsiders in the campus without permission of the University authorities.

**Hostel Rules**

Students (Boys & Girls) opting for University hostel accommodation within or outside campus shall abide by these rules:

1. Any type of ragging in the hostel premises is strictly prohibited.

2. Hostel accommodation will only be allotted to the students who have fully paid academic session fee and have good academic credentials. Hostel accommodation is subject to renewal/allotment on academic session basis.

3. Once the hostel accommodation is allotted, the fee paid for it will not be refunded.

4. Students with chronic medical problems will not be admitted to the Hostel. The reason for such an action is to enable the student to have proper medical care and intensive attention of the parents/guardian.

5. Students who are habitual absentees from classes, class tests, University examinations and score less than the minimum required
marks in the tests and the University examinations will not be permitted to continue to stay in the hostel.

6. If a student is expelled from the University for any reason, such student has to vacate the hostel on the day of expulsion from the University. His /her continuance in the hostel will be treated as unauthorized occupation of Hostel facility.

7. Every hosteller shall have to vacate his/her room within three days of the completion of his/her End-Term Examinations. Hostels will remain closed during the vacations and hostellers will not be allowed to stay in the hostel during that period. However, in exceptional cases, Wardens with the approval of the Chancellor can permit a hosteller to stay in the hostel for specific period of vacation.

8. No furniture shall be removed in the hostel from one room to another without the prior permission of the Warden. Extension or alteration of the existing electric wiring or any fittings of water or sanitary item by any hosteller, is strictly prohibited.

9. Keeping licensed or unlicensed fire arms, lethal weapons any prohibited drugs or alcoholic drinks, contraband materials etc., are not allowed in the hostel under any circumstances. Breach of this rule shall result in expulsion from the hostel and rustication from the University.

10. No female visitor including any girl student shall be allowed inside the Boys' hostel, likewise no male visitor including any male student shall be allowed inside the Girls' hostel. No hosteller is permitted to invite any day scholar/or any other outsider including guest in the hostel without the permission of the Warden. Harboring any day scholar in the hostel will invite a fine of Rs. 5,000/ on the hosteller as well on the harbored day scholar.

11. Hostel rooms are subject to inspection by the university /Hostel authorities, hence the rooms have to be kept, at all times in neat and
orderly conditions. Hostellers will give free access to wardens or any other authority of the University for roll calls or surprised checks.

12. Hostellers are personally responsible for safeguarding their belongings and are advised not to keep large amount of cash or valuables like gold rings, costly wrist watches etc. in their rooms. They are advised to keep their rooms, boxes, suitcases, cupboards, etc. locked with good quality locks.

13. Hostellers are not allowed to keep any electrical goods without the permission of the Chief Warden. Installation of computer systems, for academic purposes only, can be done after getting written permission from the Chief Warden. If any hosteller is found to be in possession of these items, he/she will be imposed a fine of Rs. 5,000/ per occasion.

14. Hostellers must show cultural and religious sensitivity and respect the religious and cultural diversity of fellow students. They must maintain the highest decorum in their behavior in the hostel premises, rooms, dining halls, corridors, common areas etc.

15. The hostellers shall make the judicious use of the hostel facilities and are forbidden to waste food, electricity and water.

16. Every hosteller has to take gate pass for going outside the campus and has to come back within the stipulated time. Before leaving and returning the hostellers have to make appropriate entry at the Hostel Gate Register/Security Gate Register.

17. Hostellers are prohibited from taking their meal from the mess or from outside the campus even on celebrations of birthday or any party, to their rooms without the permission of the Warden.

18. Hostellers are not allowed to keep their personal vehicle in the hostel premises without the permission of the Estate Officer/other competent authority of the University.
19. Every hosteller has to abide by the rules existing and to be framed from time to time for the smooth conduct of hostel administration.

20. Suggested items to be brought by the Hosteller – Bed Sheets, Pillow, Quilt/Blanket, Towels, Plastic Bucket & Mug, Water Jug/Tumbler, Toiletry items, Lock, Raincoat/Umbrella etc.

**Note:**
Washerman collects the clothes twice a week for cleaning at convenient time from the hostels.

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**Medical Support, Care and Insurance**

University has tie-up with leading hospitals in the city for medical assistance at concessional rates. 24 hour ambulance facility is available on campus for commuting ailing/needy to the hospital.

Every student is insured for Accidental Medical Claim (hospitalization) for Rs. 50,000/- and Medical Claim (daycare) for Rs. 10,000/- subject to the terms and the conditions of the policy.

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**Student Support and Grievance Redressal**

University has various Bodies/Committees for the student support and the redressal of their grievances:

**Anti Ragging Committee:** The campus is ragging free. Various committees are functional to guard campus, hostels, bus stops, and buses to prevent the incidents of ragging. Any student found indulging in
ragging of any type, is liable to be dealt with severally, and legal action will be instituted against him/her.

**Disciplinary Committee:** Student disciplinary committees are functional at institute and at university level to deal with any disciplinary complaint relating to the misbehavior/indiscipline by students.

**Sexual Harassment Committee:** Sexual Harassment Committee at institute and at University level are fully functional to handle complaints of sexual harassment.

**Note:** Any student aggrieved by the action of his/her fellow student or any other employee of the University may approach the appropriate committee for timely assistance and redressal of the grievance. If a student is not satisfied with the decision of the designated committee, he/she may appeal within a week to the Disciplinary Appellate Board of the University.

A student found guilty of violation of the students’ code of conduct is liable for any one or more of the following penalties.

- Warning
- Submitting a written apology with a bond of good behavior
- Withholding of examination result
- Suspension from the class/hostel for specific period/rustication
- Debarring entry in hostel/campus (permanently or for specific period)
- Denial of re-admission (permanently or for stated period)
- Monetary Fine of a specified amount with or without any other disciplinary action
- Any other reformatory action
Contact numbers of some important utility services in Dehradun:

<table>
<thead>
<tr>
<th>Designation</th>
<th>Contact Number (Code No. 0135)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police Helpline</td>
<td>100</td>
</tr>
<tr>
<td>Fire Brigade</td>
<td>2650101</td>
</tr>
<tr>
<td>Women Helpline</td>
<td>0135-2712685/18001804111</td>
</tr>
<tr>
<td>Ambulance</td>
<td>108</td>
</tr>
<tr>
<td>Synergy Hospital, Ballapur, Dehradun</td>
<td>2226000</td>
</tr>
<tr>
<td>Max Hospital, Rajpur Road, Dehradun</td>
<td>6673000</td>
</tr>
<tr>
<td>Mahant Indresh Hospital, Patel Nagar, Dehradun</td>
<td>6672400</td>
</tr>
<tr>
<td>Doon Hospital, Dehradun</td>
<td>2659355</td>
</tr>
<tr>
<td>District Magistrate, Dehradun</td>
<td>26223889/2659975</td>
</tr>
<tr>
<td>Senior Superintendent of Police, Dehradun</td>
<td>2716203/2716204</td>
</tr>
<tr>
<td>SHO, Premnagar Thana, Dehradun</td>
<td>2773434</td>
</tr>
<tr>
<td>Railway Station, Dehradun</td>
<td>2622131</td>
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<tr>
<td>ISBT, Dehradun</td>
<td>2653797</td>
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</tbody>
</table>
Students may also approach for guidance as per their requirements, any of these University officers:

<table>
<thead>
<tr>
<th>Name of Service</th>
<th>Designation</th>
<th>Name of Officer</th>
<th>Contact address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student indiscipline</td>
<td>Disciplinary Committee</td>
<td>Dr. Pradeep Suri</td>
<td>0135-2770306 <a href="mailto:pssschess@yahoo.com">pssschess@yahoo.com</a></td>
</tr>
<tr>
<td>Sexual Harassment</td>
<td>Sexual Harassment Committee</td>
<td>Dr. Poonam Rawat</td>
<td>0135-2770352 <a href="mailto:uuicddd@gmail.com">uuicddd@gmail.com</a></td>
</tr>
<tr>
<td>Fee &amp; other dues</td>
<td>Sr. Accounts Officer (Engg. &amp; Mgt. Courses)</td>
<td>Mr. Akram Ansari</td>
<td>0135-2770318 <a href="mailto:fo@uttaranchaluniversity.ac.in">fo@uttaranchaluniversity.ac.in</a></td>
</tr>
<tr>
<td></td>
<td>Sr. Accounts Officer (Law courses)</td>
<td>Mr. Alok Pandey</td>
<td>0135-2770301 <a href="mailto:alok_pandey131@yahoo.co.in">alok_pandey131@yahoo.co.in</a></td>
</tr>
<tr>
<td>Admissions &amp; Scholarships</td>
<td>Dy. Registrar (Engg. &amp; Mgt. Courses)</td>
<td>Mr. Manoj Dhyani</td>
<td>0135-2770311 <a href="mailto:dyregistrar@uttaranchaluniversity.ac.in">dyregistrar@uttaranchaluniversity.ac.in</a></td>
</tr>
<tr>
<td></td>
<td>Dy. Registrar (Law Courses)</td>
<td>Mr. Naresh Semwal</td>
<td>0135-2770303 <a href="mailto:lcd@uttaranchaluniversity.ac.in">lcd@uttaranchaluniversity.ac.in</a></td>
</tr>
<tr>
<td></td>
<td>Asstt. Registrar (Management)</td>
<td>Mr. Anoop Negi</td>
<td>0135-2770307 <a href="mailto:negianoop1@gmail.com">negianoop1@gmail.com</a></td>
</tr>
<tr>
<td>Library &amp; Information Services</td>
<td>Chief Librarian</td>
<td>Mr. N. C. Uniyal</td>
<td>0135-2770320 <a href="mailto:chieflibrarian@uttaranchaluniversity.ac.in">chieflibrarian@uttaranchaluniversity.ac.in</a></td>
</tr>
<tr>
<td></td>
<td>Sr. Librarian (Management)</td>
<td>Mr. A. S. Thakur</td>
<td>0135-2770320 <a href="mailto:arunthakur@gmail.com">arunthakur@gmail.com</a></td>
</tr>
<tr>
<td></td>
<td>Librarian (Law)</td>
<td>Mr. M. Rawat</td>
<td>0135-2770350 <a href="mailto:librarian_lcd@rediffmail.com">librarian_lcd@rediffmail.com</a></td>
</tr>
<tr>
<td>Examinations</td>
<td>Dy. Controller of Examination</td>
<td>Mr. Ripin Panwar</td>
<td><a href="mailto:coe@uttaranchaluniversity.ac.in">coe@uttaranchaluniversity.ac.in</a></td>
</tr>
<tr>
<td>Hostel</td>
<td>Asstt. Registrar (Admin.)</td>
<td>Mr. Anil K. Saxena</td>
<td>0135-2770312 <a href="mailto:anilsaxena15@rediffmail.com">anilsaxena15@rediffmail.com</a></td>
</tr>
<tr>
<td>Computer Centre</td>
<td>System Manager</td>
<td>Mr. D. S. Bhandari</td>
<td>0135-2770321 <a href="mailto:systemmanager@uttaranchaluniversity.ac.in">systemmanager@uttaranchaluniversity.ac.in</a></td>
</tr>
<tr>
<td>University Ambulance</td>
<td>Estate Officer</td>
<td>Mr. J. S. Nakoti</td>
<td>9675695929</td>
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<tr>
<td></td>
<td>Ambulance Driver</td>
<td>Mr. Jai Veer Singh</td>
<td>9818652060</td>
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<tr>
<td>Institution</td>
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<tr>
<td>Uttarakhand Institute of Technology (UIT)</td>
<td>B.Tech. (CSE, ECE, ME, Civil Engg., EE, IT, Petroleum Engg.)</td>
<td>4 Years</td>
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<td></td>
<td>B.Tech. (Lateral Entry)</td>
<td>3 Years</td>
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<tr>
<td></td>
<td>M.Tech. (ME, ECE, CSE, PE, Civil Engg.)</td>
<td>2 Years</td>
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<tr>
<td>Uttarakhand Institute of Management (UIM)</td>
<td>B.Com. (Hons.)</td>
<td>3 Years</td>
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<td>BBA (HR, Marketing, Finance)</td>
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<td>BCA</td>
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<td>B.Sc. (IT)</td>
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<td>MBA (HR, Marketing, Finance, IB)</td>
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<td>MCA (Lateral Entry)</td>
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<tr>
<td>Uttarakhand Institute of Pharmaceutical Sciences (UIPS)</td>
<td>D. Pharm.</td>
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<td>B. Pharm.</td>
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<td>B. Pharm. (Lateral Entry)</td>
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<tr>
<td>Law College Dehradun (LCD)</td>
<td>B.A. LL.B. (Hons.)</td>
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<td>BBA. LL.B. (Hons.)</td>
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<td>LL.M.</td>
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<tr>
<td>Uttarakhand College of Agricultural Sciences (UCAS)</td>
<td>B.Sc. (Hons.) Agriculture</td>
<td>4 Years</td>
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<td></td>
<td>M.Sc. Agriculture</td>
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<td></td>
<td>(Plant Pathology)</td>
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<tr>
<td>Uttarakhand College of Applied &amp; Life Sciences (UCALS)</td>
<td>B.Sc. (Hons.) Physics</td>
<td>3 Years</td>
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<td></td>
<td>B.Sc. (Hons.) Chemistry</td>
<td>3 Years</td>
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<td></td>
<td>B.Sc. (Hons.) Mathematics</td>
<td>3 Years</td>
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<td></td>
<td>B.Sc. (Hons.) Food Technology</td>
<td>3 Years</td>
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<td></td>
<td>B.Sc. (Hons.) Biotechnology</td>
<td>3 Years</td>
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<td></td>
<td>M.Sc. Industrial Chemistry</td>
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<td></td>
<td>M.Sc. Physics, Chemistry, Mathematics</td>
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<td></td>
<td>M.Sc. Food Technology</td>
<td>2 Years</td>
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<tr>
<td>Uttarakhand College of Hotel Management (UCHM)</td>
<td>Bachelor of Hotel Management</td>
<td>4 Years</td>
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<tr>
<td></td>
<td>One Year Program in Hotel Management</td>
<td>1 Year</td>
<td></td>
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<tr>
<td>Uttarakhand College of Polytechnic (UCP)</td>
<td>Diploma (Polytechnic Me, CE, EE, CSE)</td>
<td>3 Years</td>
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<tr>
<td></td>
<td>Diploma (Lateral Entry ME, CE, EE, )</td>
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<tr>
<td>Uttarakhand College of Journalism &amp; Mass Communication (UCIMC)</td>
<td>BA in Journalism &amp; Mass Communication</td>
<td>3 Years</td>
<td></td>
</tr>
</tbody>
</table>
Toll Free: 1800 180 4201
1800 180 4211
1800 270 0288

Campus at:
Arcadia Grant, PO-Chandanwari, Premnagar, Dehradun-248007, Uttarakhand, India.
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