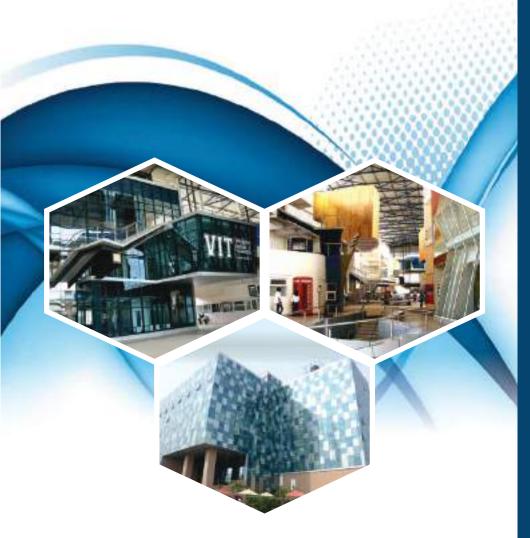# STUDENT HAND BOOK

VIDYALANKAR INSTITUTE OF TECHNOLOGY
Wadala, Mumbai - 400 037.

Personal Details

Name

Course   **Division**

Roll Number   **Academic Year**

Address

Phone

Student Handbook

This Student Handbook is an official publication of Vidyalankar Institute of Technology.

This student handbook merely presents the updated information of Vidyalankar history, vision, mission, culture, policies, services and resources available to the students. These policies are applicable to all students and should be followed accordingly. Code of Conduct applies to student on campus. The policies of Vidyalankar Institute of Technology are under continuous examination and revision. Any revision of the policies will be posted to the online version of the Student Handbook located at www.vit.edu.in

Web Resources :

Vidyalankar Institute of Technology................**www.vit.edu.in**
Vidyalankar Live

1. ERP Link................To login into ERP, students need to visit **http://mycollege.edu.in/** and click on either
    i.   ERP (Office Use) - Accessible in college OR
    ii. ERP (Home Use) - Accessible outside of college.
2. ERP login credentials are as per following format:
    i.   Username – firstname.lastname
    ii. Password – First two characters of first name and first two characters of last name (everything in capital) and ddMM where ddMM are from Date of Birth in dd-MM-yyyy format.
         For eg. Anuj Gorivale with date of birth 04-12-1994 will have password as ANGO0412.
    iii. After login into ERP, student need to go to **"Documents -> Know Your Institute (Students)"** option.
    iv. Then double click on **"Student Documents"** record to open list of all documents under this category.
    v.   Then double click on **"Important Links"** document to view it.

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In the event of an emergency, please contact:
Vidyalankar Security (24 hours)
022 24161126

1. Message to the Students

Chairperson's Message

Congratulations and welcome to the Vidyalankar family!

We strive to inculcate a spirit of enquiry and self-reliance while preparing you for facing the dynamism of the contemporary world. As you embark on an important phase of your academic voyage at VIT, you will come across opportunities to engage in activities which will contribute to enriching your personality, to fine-tune your skills and to build long-lasting friendships. Do remember what Ayn Rand said, "....there is no conflict of interests among men who do not desire the unearned ....who deal with one another as traders, giving value for value."

This Student Handbook is a repository of information designed to assist you to navigate through the facilities, opportunities, policies, code of conduct and student resources offered by the Institute. I hope you make every effort to keep the flag of Vidyalankar flying high in accordance with its vision and mission. The management, the faculty and the staff of Vidyalankar join me in wishing you a productive academic career.

Ms. Rashmi Deshpande
Chairperson, Vidyalankar Dnyanapeeth Trust

Director's Message

Congratulations on selecting Vidyalankar Institute of Technology as your preferred choice for pursuing Engineering studies. As you begin a new phase of your education here, you will learn to utilize your capabilities and upgrade your skills in your quest for leaving your footprints on the sands of time. As committed educationalists, we ensure that you have access to the best possible resources, training and education in a progressive and innovative atmosphere to help you face the ever-evolving challenges of the world. Our quest for excellence over the years has resulted in a highly acclaimed architectural marvel as your campus, complete with state of the art infrastructure, equipment and facilities.

The hallmark of VIT is a progressive system of education which balances ethics, academics, sports, cultural, and social activities and this allows students freedom to develop their talents in any avenue they desire. We continuously strive to motivate, inspire and channelize the energy amongst students to make them self-sufficient and socially responsible citizens. We take pride in the accolades won by our students placed in premier organizations in the country and abroad. We hope to produce not mere engineers, but men and women of substance - leaders of tomorrow.

Shri. Milind Tadvalkar
Director, Vidyalankar Dnyanapeeth Trust

Principal's Message

I extend a warm welcome to the renowned educational campus - Vidyalankar Institute of Technology. As our motto indicates, team Vidyalankar is "Provoked by intellect, propelled by values." We firmly believe in offering our students the highest quality in education in an intellectually stimulating environment.

Our faculty doesn't just cover the syllabus but 'uncovers' the subject and nurtures the spirit of enquiry in students. Through careful academic planning we ensure that students get connected with the subject and have a strong foundation in the fundamental technical concepts which they can practically apply rather than simply read and remember. These subjects are woven into a well-knit fabric of lectures, assignments and practical sessions.

Vidyalankar provides a digitally enhanced learning environment, modern architecture and aesthetically designed campus with its amenities and facilities sets the right ambience for academic pursuit.

I invite you to a life long association with Vidyalankar and the start of an extremely fruitful academic career.

Dr. Sunil Patekar
Principal, Vidyalankar Institute of Technology

2. Overview

Origin

"Provoked by Intellect, Propelled by values".

Vidyalankar Institute of Technology was established in the year 1999 after having secured permission from the AICTE and Mumbai University. It was founded by Prof. C. S. Deshpande whose illustrious educational career and missionary zeal continue to inspire everyone.

The basic objective of starting this institute was to satisfy the inner urge of the founder to guide eager young minds in the appropriate direction and imbibe nobler values of life, thereby enhancing their worthiness. With the founder's vision and his dedicated efforts Vidyalankar has grown steadily and has anchored itself firmly as a premier educational institute in Mumbai.

Timeline

1999	Vidyalankar Institute of Technology was initiated at its Dadar premises, offering three branches, viz, Information Technology (intake of 60), Computer Engineering (intake of 60) and Electronics Engineering (intake of 60)
2001	Vidyalankar Institute of Technology shifted to its permanent location at Vidyalankar Educational Campus, Wadala.
2003	The first batch of students of Vidyalankar Institute of Technology graduated.
2005	Vidyalankar Institute of Technology activities moved to its state of the art 150000 sq ft new building at Vidyalankar Educational Campus, Wadala. Vidyalankar Institute of Technology was awarded an 'A' grade by the Government of Maharashtra.
2006	Two new courses were added, viz, Electronics and Telecommunication Engineering and Biomedical Engineering with an intake of 60 students in each course.
2007	Master of Management Studies (MMS) course commenced with an intake of 60 students. The second division of Computer Engineering started, intake increased to 120. Vidyalankar was awarded the prestigious 'The Most Innovative School Design' by Design-Share, U.S.A.
2008	Postgraduate Course (PG) in Computer Engineering commenced with an intake of 18. The second division of Electronics and Telecommunication Engineering started, and the intake increased to 120.
2009	Bagged the Silver 'WOW Award' for Friday Paathshala in college contact programme category.
2010	Two divisions for direct admissions to the Second Year in Computer Engineering and Information Technology started with an intake of 60 each. Postgraduate Course in Electronics and Telecommunication Engineering and Information Technology commenced with an intake of 18 each.

2011	The second division of MMS started, thereby increasing the MMS intake to 120.
2012	The second division in Electronics Engineering started, thereby increasing the intake to 120 A division for direct admissions to the Second Year in Electronics and Telecommunication Engineering started with an intake of 60
2013	Second division in Information Technology started, intake increased to 120. A division for direct admissions to the Second Year in Electronics Engineering started with an intake of 60. A new 100000 sq ft, seven storey building was added to cater to the additional needs of working space.
2014	A new state of the art auditorium was inaugurated. It won international recognition when it was adjudged the Top Institutional Theater Design in the world at the Interior Design Best of the Year Awards in December 2014 at New York. Doctoral Programme in Computer Engineering commenced with an intake of 10 students.
2016	Three courses accredited by National Board of Accreditation w.e.f. 01/07/2016 ★ Electronics Engineering (UG) ★ Electronics & Telecommunication Engineering (UG) ★ Biomedical Engineering (UG)
2017	Awarded 'Distinguished College Award' by TechNext India 2017 Academic Conference & Academic Awards.
2017	Three courses permanently affiliated to University of Mumbai from 2017-18 onwards. ★ Electronics Engineering (UG) ★ Electronics & Telecommunication Engineering (UG) ★ Biomedical Engineering (UG)

Vision, Mission and Values

Vision
- To be a globally recognized institute where learners are nurtured in a scholarly environment to evolve into competent professionals and researchers to benefit society

Mission
- Evolve a curriculum which emphasizes on strong fundamentals with the flexibility to choose advanced courses of interest and gain exposure to tools and techniques in contemporary subjects.
- Encourage a teaching-learning process in which highly competent faculty share a symbiotic association with institutes of repute.
- Facilitate creation and dissemination of knowledge through a digitally-enabled learning environment.
- Develop academic and infrastructural facilities with modern equipment and other learning resources and encourage reciprocal sharing with other institutes through networking.
- Establish a center of excellence to enhance academia-industry partnership and work on collaborative projects.

Values
- Honesty
- Integrity
- Excellence
- Responsibility
- Commitment
- Salubrious Attitude

Mascot

The Mascot of Vidyalankar is Bull which denotes strength, power, force and the ability to move ahead with determination.

Vidyalankar Song

Quality Policy

Vidyalankar Institute of Technology is affiliated to and recognized by the University of Mumbai. It is approved by the AICTE, Government of India, and has been awarded the 'A' Grade by the Government of Maharashtra.

The Institute is committed to the principles of Total Quality Management in its attempt to attain global standards in the field of education. The Institute is trying to establish a quality culture by training its faculty to develop into value-adders rather than being mere teachers.

Awards and Honours

Vidyalankar has won several awards including the prestigious Award from Designshare, New York, USA for its innovative design. The structure boasts of gateless campus, a man-size chess board, an amphitheatre and a multi-purpose zone for students to chill.

The Institute has an auditorium which is an architectural masterpiece with a capacity of 264, area of 6000 sq.ft. and is equipped with state of the art audio-visual equipment. It is a brand new addition to the Vidyalankar Campus and has an **International Award** to its credit. It won the award for the **Top Institutional Theater Design in the world** at the **Interior Design Best of the Year Awards** in December 2014 at New York. This project has been featured in the December 2014 issue of '*Home Trends*' magazine and in the 'Professional Lighting Design', an international magazine.

Governing Body

Ms. Rashmi Deshpande, Chairperson, VDT
Shri. Avinash Chatorikar, Secretary, VDT
Shri. Milind Tadvalkar, Director, VDT
Dr. Vijay N. Gupchup, Nominee, VDT
Nominee, VDT
Western Regional Officer, AICTE, Nominee, AICTE
Nominee, AICTE
Director, Directorate of Technical Education, Nominee, Government of Maharashtra
Nominee, Govt. of Maharashtra
Nominee, University of Mumbai
Dr. Sunil Patekar, Principal, VIT
Ms. Varsha Bhosale, Vice Principal, Faculty Nominee
Dr. Saurav Mitra, CAO, Faculty Nominee

Campus Location

Address: Vidyalankar Institute of Technology
Vidyalankar Educational Campus
Vidyalankar College Marg,
Wadala (E), Mumbai - 400 037,
Maharashtra, India.
Telefax: 022 2416 11 26

The campus is located in Wadala (East), a central suburb of Mumbai, and stretches over 11 acres of land. It is close to residential complexes namely, Dosti Acres and Lloyd's Estate.

Routes

The Institute is well-connected by the public transport system making commuting very convenient for all the students. A number of trains ply frequently through Wadala station, (walking distance 12 Minutes from the campus), which is connected to Harbour, Central and Western lines in the suburban railway system. Taxis can be hired from Wadala Station to reach the campus within 5 minutes.

Bus Routes: BEST public transport buses are available at regular intervals as shown below:

Bus No.	Name of Bus Stop	Walking Distance from Bus Stop to Campus
110	Vidyalankar Campus	Nil
9, 45, 59, 60 & 161	Wadala Police Station	10 Minutes
14, 15, 76, 88 & 172	Dosti Complex	07 Minutes

Monorail Route:

The 8.8 km Chembur - Wadala route covers seven stations, namely, Wadala depot, Mysore colony, Bhakti Park, Bharat Petroleum, V. N. Purav Marg, Fertiliser Colony, and Chembur.

Those travelling via these places can board the monorail till Wadala depot. From there board a cab and reach the college in 15 minutes.

Railway Routes:

Our College is about a 10 - 15 minute walk from the Wadala Railway Station. Trains from all the two Rail Lines: Central Railway and the Harbour Line come to Wadala making it a major junction station. The Dadar Railway station is also very near to our college and can be

reached to by 110 BEST Bus in approximately 20 – 25 minutes. Dadar provides a junction station for students travelling on the Western line and also to stations like Kalyan on the Central Line.

Institute Building One

A Block
Reception

Registrar's Office

Office of Principal, VIT

Board Room

Conference Room

B Block
Examination Cell

Office of HoD, BIOMED Engg

Faculty Room, BIOMED Engg

Mini Theatre

Lecture Halls

Laboratories, BIOMED Engg

C Block
Cafeteria

Guest House

Common Rooms

Café Lounge

D Block
Office of In Charge, FE Engg

Faculty Room, FE Engg

Lecture Halls

Seminar Hall

Student Activity Centre

E Block
Office of HoD, INFT Engg

Faculty Room, INFT Engg

Lecture Halls

Amphitheatre

VPrint

Souvenir / Book Shop

F Block
Office of HoD, ETRX Engg

Faculty Room, ETRX Engg

Office of CAO

Lecture Halls

G Block
Computer Centre

Reading Hall

Library

Apple Lab

L Block
Gymkhana

FE Laboratories

INFT Laboratories

ETRX Laboratories

Tutorial Rooms

Institute Building Two

Level 0
Engg Workshop

Auditorium

Level 1
Entrance Lobby

Seminar Hall

Placement Office

Alumni Office

Level 2
Office of HoD, CMPN Engg

Faculty Room, CMPN Engg

Lecture Halls

Level 3
Seminar Hall

Lecture Halls

Computer Laboratories

Level 4
Office of HoD, EXTC Engg

Faculty Room, EXTC Engg

Lecture Halls

EXTC Laboratories

Level 5
Lecture Halls

Seminar Hall

EXTC Lab

Level 6
Office of HoD, MMS

Faculty Room, MMS

HR Office

Facility Manager Office

Exhibition Area

Level 7
Chairperson Office

Director Office

Board Room

Meeting Room

Meeting Lounge

3. Code of Conduct, Policies and Oath

Academic Integrity

Integrity is one of the core values at Vidyalankar. VIT believes that Academic Integrity is reinforced by the faculty as an element of the teaching and learning process. Only in limited instances which call for stern disciplinary action, the Disciplinary Committee shall consider sanctions, warning, or in rare cases, removal of a student from the academic program.

No Smoking / No Tobacco Policy

Smoking and consuming tobacco in any form is prohibited at all locations within the campus. We intend to promote a healthy atmosphere for all members of VIT.

Mobile Usage Policy

In accordance with the University policy, mobiles are not allowed in instructional area i.e. classrooms, tutorial rooms, laboratories labs, library and seminar halls. Everyone will switch off his/her mobile phone in instructional area. In addition to this, usage of mobile phone is not allowed where "No Mobile Zone" sign is displayed. Use of cell phones for viewing videos / radio / music / camera, etc. is strictly prohibited. Use of ear phones / blue tooth devices in the campus is also strictly prohibited.

Dress Code

The dress code in the institute should be proper and appropriate. A professional appearance is appreciated. Every Monday & Thursday – formal wear is encouraged.

Anti-Ragging Act

Ragging is strictly prohibited and is a punishable offence as per the provisions of following Acts and Regulations.

1. "Maharashtra Prohibition of Ragging Act, 1999" of Government of Maharashtra.
2. All India Council for Technical Education (Prevention and Prohibition of Ragging in technical Institution, Universities including Deemed Universities imparting Technical Education) Regulations 2009.
3. "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".

If any student is found involved in, guilty of or abetting the ragging strict disciplinary action shall be initiated and the student shall be penalized as per the provisions of above acts and regulations. The Anti-Ragging Committee is responsible for administering the discipline system on the campus.

All the Students and their Parents are required to submit an affidavit separately to the institution at the time of seeking admission regarding not to indulge in ragging or to abet ragging by any means so as to prevent ragging in the institution.

Induction Oath

With God as my witness I do solemnly swear that;

I will always be loyal towards my college and shall strive to uphold its glory and reputation.

I will use my mind, intellect and character, with due integrity in my course of education at Vidyalankar Institute of Technology.

I will respect and abide by the rules and regulations of the Institute.

I shall endeavour to be disciplined, ethical and morally righteous in my behaviour.

I will strive to keep my surroundings and environment clean.

As a youth of my nation, I will work with dedication and courage to achieve success in all my tasks and ensure that the lamp of knowledge remains lit forever.

Be it that I may be blessed to be worthy of all that I have hereby professed.

Graduation Oath

With God as my witness and this respected gathering as testimony, I do solemnly swear that:
I will use my mind, intellect and character, so carefully moulded herein at Vidyalankar Institute of Technology, with due integrity in my chosen path and career.
I will endeavour to achieve my aims and work to the best of my ability and judgment so that I may earn an ethical and honest livelihood.
I will use word and deed with care and continue to uphold the name and fame of this esteemed Institute, our Nation and my family.

I will be worthy of the Degree that I have so graciously received from this inspiring environment by keeping abreast of all technological developments that take place from time to time.

I will strive to apply the knowledge I have acquired at this Institute to bring optimum benefits of engineering for the betterment of the Nation and the society at large.

Be it that I may be blessed to be worthy of all that I have hereby professed.

4. Academic Information

Programs offered

Program	Branch	Intake
UNDERGRADUATE First Year Engineering (FE)	Information Technology (INFT)	120
	Computer Engineering (CMPN)	120
	Electronics Engineering (ETRX)	120
	Electronics and Telecommunication Engineering (EXTC)	120
	Bio-Medical Engineering(BIOM)	60
UNDERGRADUATE Direct Second Year Engineering (DSE)	Information Technology (INFT)	60+LE
	Computer Engineering (CMPN)	60+LE
	Electronics Engineering (ETRX)	60+LE
	Electronics and Telecommunication Engineering (EXTC)	60+LE
	Bio-Medical Engineering(BIOM)	LE
POSTGRADUATE Master of Engineering (ME)	Information Technology (INFT)	18
	Computer Engineering (CMPN)	18
	Electronics and Telecommunication Engineering (EXTC)	18
POSTGRADUATE	Master of Management Studies	120
DOCTORATE PhD in Technology	Computer Engineering (CMPN)	10

To see the comprehensive course description and content, visit www.vit.edu.in.

Admission Process

The Institute follows eligibility criteria as specified by the Directorate of Technical Education, Maharashtra State. Refer to www.dte.org.in for details and updates regarding admission process.

Eligibility Certificate from University of Mumbai

Students who have passed the XII standard examination from other states or boards other than the Maharashtra Board (HSC) need to complete University Eligibility formalities at the Institute. Please contact the Registrar's Office (A Block) at the campus for more information.

Photographs

On admission a student shall submit five copies of his/her photograph with the following specifications:

- 3.5 cm x 3.5 cm
- White background
- 80% of the photo should comprise of the face
- Sunglasses, hats, etc. should be avoided

Note: Students are advised to keep additional copies of the same for use in examination application forms and other forms.

Payment of Fees and Financial Matters

The Registrar's office operates from Monday to Saturday between 10.00 a.m. – 4.00 p.m. It also provides information about tuition fees, refunds, examination fees, financial aid and fines.

Fee as applicable is payable at the beginning of the academic year.

- Fees can be paid by Pay Order/DD in favour of 'Vidyalankar Institute of Technology' payable in Mumbai or in cash.
- No installment facility shall be permitted for the payment of fees.
- Fees will be accepted between 10.00 a.m. - 4.00 p.m. at the Registrar's office.
- Late fee is applicable for delayed payments.

Note: Considering safety and ease of operation, it is advisable to pay by Pay Order/DD.

Students can be considered for financial aid through grants, loans and scholarships made available by state government and private resources. Information is available in the bursar's office.

Freeships/Scholarships and provisions for EBC

Reserved category students and EBC students may be eligible for Freeships/ Scholarships offered by the State Government/Central Government. Such students need to submit their applications along with the required certificates to the scholarship desk at the Institute at the beginning of every academic year.

For detailed information, contact Registrar's office.

Institute Academic / Activity Calendar

Institute Academic / Activity Calendar is available on www.vit.edu.in

Roll Number

Each student will be allotted a unique roll number which will be used throughout his/her course and even for alumni activities.

***Note* :** Ensure that you state the complete roll number on any correspondence that you make with the Institute.

Institute Timings

College Timings		8.00 a.m. to 4.00 p.m. - First shift 12.15 p.m. to 7.45 p.m. - Second shift
Office timings	A Block • Vice Principal's office • Registrar's Office	11 a.m. to 11.30 a.m. (Monday to Friday) 10 a.m. to 1.30 p.m. (Saturday)
	B Block (Exam Cell)	1.15 p.m. to 1.45 p.m. (Monday to Friday)
	M Block (Training & Placement)	1.00 p.m. to 2.00 p.m. (Monday to Friday)
Library timings		9.00 a.m. to 5.00 p.m.
Reading Hall timings		8.00 a.m. to 8.00 p.m.
Computer Centre		9.00 a.m. to 8.00 p.m.
Souvenir/Stationery Outlet		10.00 a.m. to 5.00 p.m.
Cafeteria		8.00 a.m. to 7.00 p.m.

After office hours, one can approach Security office for any help.

Identity Card

Each student shall have his/her Identity Card. He/She needs to wear it in the campus. You are advised to always carry it with you even outside the campus as it may be useful for you to prove your identity when asked by any authority.

Ensure that your address on the Identity card is correct and always get it updated in case of any change. Report lost/damaged Identity card to the Institute authorities without any delay and follow the procedure to get a replacement card.

Replacement card shall be issued on submission of application in a prescribed format along with fees of Rs. 300.00.

Residential address and Phone number

Provide the correct residential address and phone number to the Institute office. In case of any change, inform the authorities immediately. Students staying in hostels should also provide permanent address and phone number. Submit your mobile number to received text message alerts from the Institute.

Note: The Registrar's office follows the University policy of maintaining the students' records which includes the personal details, enrolment status, degrees received, recent educational institutions attended and certificates issued.

Declaration of Native Place

Student may declare his/her native place/home town for the purpose of Institute records. The same will be considered for issue of long journey railway concession during vacation.

Curriculum

The curriculum prescribed by the University is taught during the term notified by the University. For programme curriculum, please visit www.mu.ac.in or www.vit.edu.in

Attendance

As per the rules and regulations of the University of Mumbai, it is necessary for every student to attend at least 75% of lectures and practical of every subject. Students are advised to attend all lectures and practical which can certainly prove to be beneficial for them. Student attendance is monitored by the respective department.

Note: There is no provision for absence due to medical reasons.

Examinations

Examinations are conducted by the University at the end of each semester. FE and BE eligible students need to fill the examination form online on the link provided below: http://muexam.mu.ac.in/examination/formfill.php.
The requisite exam fee will be paid at the Institute, prior to every semester examination. SE, TE and ME students have to

fill the examination form at the institute along with the requisite fees. Late fees are applicable on delayed payment towards examination fees.

Please note that, rules related to the eligibility for examination are available in the examination cell. Rules are subject to change by the University.

Students are requested to refer to the following University Ordinances for the examination rules. Please visit www.mu.ac.in for more details. Students may contact the Examination Cell for more details.

Issue of Certificates

Bonafide certificate: Bona fide certificate is issued to students on payment of tuition fees. The certificate shall be issued within 3 working days.

Railway concession: Certificate for railway concession for local journey/long journey to native place is issued to eligible students. Students need to apply online (through ERP) to the department office for the same. The certificate shall be issued within 7 working days.

Certificates for Bank Loans: Certificate for availing bank loan is issued to eligible students. Students need to apply online to the department for the same. The certificate shall be issued within 3 working days.

Any other certificates: For any other certificates, students need to apply on plain paper clearly stating the purpose for which the certificate is required. The certificate may be issued on scrutiny within 3 working days.

Transcripts

Official transcript request forms are available on the Vidyalankar Live. On application, the Institute shall make arrangements to send transcripts to the concerned University/s at nominal cost.
Transcript request link : erp.mycollege.edu.in

Faculty and Staff

VIT has a dedicated team of teachers who are committed to igniting the spark of creativity and inspiring a quest for knowledge in the minds of students. The highly qualified faculty comprises of a judicious blend of experience and expertise, aimed to motivate students to gain knowledge by using their personal qualities and their positive experiences.

For a detailed list of all the members of the faculty, please visit www.vit.edu.in.

Change in Address

In case of address change, the student or the parent needs to notify the department office, with relevant documents.

5. Student Resources

Library

The Institute Library is one of the key learning resources which assist students in fulfilling their information

requirements in a comfortable and properly-ventilated study space. The library has e-subscriptions with IEEE and J-GATE for engineering and EBSCO and J-GATE for Management and about 67 national and international journals.

Considering recent trends, the library also provides material in the electronic form. The library is Wi-Fi enabled and students can utilize desktops and Akash tablets in the library for net surfing. For serious readers, the library provides a very cozy reading room which houses all books for reference work. A coffee kiosk in the library provides invigorating refreshment to library users.

The Institute library has 29424 books on all engineering and management subjects taught at the campus, technical journals/periodicals, CDs as well as material for leisure reading. VIT has a tie-up with IIT Bombay for reference book reading. The further details are available in the library.

Library Norms:
- UG and PG students will be issued 5 books for 45 days as per availability.
- Library hours are: 9.00 am to 5.00 pm
- Reading Hall hours are: 8.00 am to 8.00 pm
- Late fee of Rs. 5.00 per book per day is applicable for delay in returning books.

- SC/ST students can borrow books from the SC/ST Book Bank Scheme. Interested and eligible students may contact the Librarian for more details.
- The library has a separate Reading Room section.
- Topper students can avail the Toppers Scheme where they acquire one book per subject prescribed in the syllabus for that year.

Students can view Library Policy of the Institute on Vidyalankar Live

Computer Centre

The Institute has a Computer Centre which facilitates open access to students for their needs. Apart from the IBM compatible Pentium 4 computers, the Computer Centre houses Apple Desktops.

Apple lab
Unique features of the lab:

- The latest Intel core processors
- Face-Time HD camera
- Wireless magic mouse and magic track pad
- Great built-in apps for productivity and creativity

Hardware Configuration:
- Operating System : Mac
- Processor : 2.5 GHz Intel core i5
- RAM : 4 GB
- Hard Disk : 500 GB

Software:

- XCode is an integrated development environment (IDE) containing a suite of software development tools developed by Apple for developing software for OS X and iOS.
- Blender is a professional free and open-source 3D computer graphics software product used for creating animated films, visual effects, art, 3D printed models, interactive 3D applications and video games.

Internet

The Institute uses legal software as a practice. VIT has set up a dedicated license server for major development related software that is part of the curriculum. Some of the software available is IE3D, Optsim, Genesis, Rational Rose, AutoCAD, MATLAB, SPSS, Oracle, Apple Development Server, etc.

The Institute has tied up with Microsoft Corporation for various Microsoft products and emailing solutions.

Students are provided with ample opportunities to work on open source solutions as well. For this, over 400 machines are on Linux based operating systems (Ubuntu, Fedora, CentOS) so that students are also exposed to development techniques on these Operating Systems platforms.

The Institute has a dedicated laboratory with Apple iMac machines also set up that allows students and faculty to work on Mac OS as well.

Website and Email

The Institute information can be availed on its website www.vit.edu.in. For any queries/suggestions one can mail to

principal@vit.edu.in. Students can also use internal website Vidyalankar Live in the institute for day to day useful information and notices.

Students are issued email id (firstname.lastname@vit.edu.in) on Institute server for academic use.

ERP for Information

ERP (Enterprise Resource Planning) is a software aimed at bringing in process refinement, efficiency, accountability and control in a college. Apart from managing the administrative, financial and academic functions of the institution, it provides a platform for sharing information between all the stakeholders, viz. Students, Parents, Teachers, Administrators, Management, Corporate and the Alumni, thus ensuring:

- Transparency in administration at all levels
- Accountability in the system
- Improvement in the quality of education management system
- Profile Maintenance
- Exam Enrollment
- Checks availability of books in the Library
- Request for Bona fide certificate
- Class Time table available

SMS Facility

Students/parent who has submitted their cell phone number can get message alerts from the Institute informing them about important schedules / announcements, etc.

Notice Boards

Notice boards are located throughout the campus. General announcements regarding events, extra-curricular activities are prominently displayed on the notice boards. No notices are permitted to be posted on any walls or windows of any building on the campus. Non-students must have approval of the authority to post materials. Electronic notice boards placed in the Institute to tune Electronic education with technology.

Value Added Courses

Vidyalankar is keen on nurturing its students to develop into industry-ready professionals and competent entrepreneurs. The definition of employability skills keeps on changing in a world whose technological frontiers are pushing outward day by day. To help our students gain exposure to the latest in technological developments, to provide an opportunity to develop inter-disciplinary skills and to equip them with skills which shape a global citizen's profile, the Institute has introduced various Value Added Courses which are floated throughout the year. Delivered by industry experts, they bring the knowhow of cutting edge technology to the college doorstep.

Students have the options to choose from a host of courses as per their inclination at a nominal fee. These include courses on technical, non-technical as well as foreign languages; recent courses were on Ethical Hacking, Android Applications and ERP, to mention a few.

Please visit Vidyalankar Live for various ongoing courses.

Cafeteria

The Institute cafeteria offers an extensive menu comprising a variety of sumptuous South Indian, North Indian, Chinese and Continental food in a comfortable environment. The Café Coffee Day corner offers grab-and-go items such as sandwiches, puffs, soups, noodles, cold coffees and hot teas. Utmost care is taken to maintain cleanliness. The cafeteria is monitored at regular intervals by experts from the Government Catering College, Dadar for hygiene in food preparation, quality, quantity, pricing, training to cafeteria workers, etc. It is open Monday to Saturday from 8.00 a.m. to 7.00 p.m.; hours are extended when there is an event at the institute.

Movie Theatre

The Institute has a movie theatre (B105), equipped with state of the art stereo sound system. It can accommodate 100 viewers. Special screenings are held on Friday for students.

Souvenir Store

Students can purchase VIT souvenirs of their interest for personal use or for gifting. Many articles like T–Shirts, Caps, Mugs, Pens, Watches, Wallets, etc. emblazoned with the VIT logo are available in this outlet. All merchandise pricing is reviewed and approved by the Institute authority.

Photocopying and Stationery Outlet

The Institute has a stationery outlet managed under contract where various stationery items are available. Pricing is reviewed and approved by the Institute authority. Students can also avail of photocopying facility here.

Institute library also has photocopying facility.

Hostels

Vidyalankar Gurukul, a hostel for boys at Nerul, Navi Mumbai, is managed by Vidyalankar. It has a residential setup to give the students a feel of home with a congenial environment. It is located within a walking distance from Nerul Railway station and BEST / NMMT Bus stops and is even close to the marketplace. Amongst other facilities, the hostel also provides computers with internet facilities, a library consisting of academic and general books, a laundromat and recreational facilities. Interested students can avail more information at the Institute reception.

Drinking Water Facility

The Institute receives water from Mumbai Municipal Corporation. The drinking water available in the Institute is filtered and purified using high quality water purifiers. All water tanks are periodically cleaned using modern equipment. In addition to this, drinking water samples are periodically tested at Government approved laboratories for its portability.

Rest Rooms / Guest Room

The Institute has Western and Indian toilets in well-maintained restrooms.
A guest rooms for visitors for a stay is available with all facilities.

Vehicle Parking

Only two wheeler parking is available for the students. Daytime students must obtain a permit to park in Institute campus. Parking permits are available at the Security Office on the campus. You will need to produce your driving license and vehicle registration card. Permit shall be issued for a period of 6 months (Jan-June and July-Dec). It is your responsibility to familiarize yourself with campus parking regulations.

Note: Parking facility shall be available in the Institute hours only. Parking is at owners' risk. Speed Limit 5 km/hr and no overtaking in the campus. Wearing of helmet is mandatory.

Electronic Surveillance

For added safety, complete campus including the Institute building is guarded with the help of cameras including night vision cameras.

Wadala Data Centre

Wadala Data Center houses all the data running through the computer network of Vidyalankar organization.

Configuration:

Rack Server:
- IBM System X3650 M4
- RAM- 32 GB --1600MHz
- HDD- 300x2 GB---10k
- Processor- Xeon 8 Core 2.6 GHz 1866 MHz

Firewall:
- Sonicwall Model: NSA 3500
- Product Code:6005
- Firmware Version: SonicOS Enhanced 5.8.1.13-1o
- ROM Version: 5.0.1.5
- CPUs : 4x550MHz Mips64 Octeon Processor
- Total Memory: 512MB RAM, 512MB Flash

Wi-Fi Access Point:
- SonicPoint Ne INT

Network Switch:
- Cisco Catalyst 3750-x series switch 24 port x 2

VPrint

The Institute has devised and created a state of the art, web-based centralized printing service that allows users to give print jobs from around the globe to "Any Time Print" (ATP) stations at the Institute.

A quick glance at the features of VPrint:

- Manages accounts and usage history for all users
- Provides in-house, cheaper printing facility compared to alternatives available in the market
- Provides colour and B/W printing options at nominal cost
- Facilitates duplex printing option to save paper and cost
- Driven with authentication integrated with Active Directory for utmost ease and security

For further details, contact the bursar's office

VLive

Vidyalankar Live is an award-winning VIT student-staff community academic networking portal, completely designed, developed and managed by Vidyalankar students.

The web server houses the student portal of the Institute. Vidyalankar Live is essentially a web based forum that bridges the communication gap between students, the faculty, the non-teaching staff and departments and the

management of the Institute. Apart from being a centre for discussion and thought-sharing; Vidyalankarlive also includes multiple customized modules that are focused on routine tasks of the Institute.

Some of the modules include:

- Placement module – to coordinate and to help dispense information related to placement activities at the Institute.
- Transcripts module – to provide transcript to students.
- Faculty feedback system.
- VRefer – the online repository of all the academic content generated in the Institute by faculty and students for a specific subject. Data is categorized and hence easy to locate and is a virtual treasure trove for learners.

Amenities for Physically challenged

The Institute is equipped with rest room for physically challenged. There is a specially marked parking space too. A ramp is fitted alongside the staircase at the entry to the VIT building. In addition to elevators, there is a stair climber too.

6. Student Assistance

Important Telephone Numbers

Security Officer	9100 / 9101 from campus phone located in telephone booth
Fire	101
Police	100
Hospitals	KEM Hospital-022 2413 60 51
	Sion Hospital-022 2407 63 84 / 5
Ambulance	1252
Principal	1001 from campus phone located in telephone booth

First-Aid

First Aid boxes are available at the following places:

- Main Security Cabin
- Gymkhana
- Main Office

Ambulance on Campus

It is said that health is a state of complete harmony of the body, mind and spirit. The Institute has tied up with reputed emergency response services for 24x7 medical support facilities. In case of an emergency, medical help is provided by an ambulance consisting of a paramedic officer with essential lifesaving equipment. If necessary, the patient is taken to the nearest hospital for further treatment.

Security and Surveillance

One of our chief priorities is your safety and well-being. Campus security is located at the entrance of the campus. Any questions regarding parking, security or other security issues shall be assisted by the Security Officer.

It is advisable for you to look after your belongings and not to leave your mobile phones, wallets or other valuables unattended. The Institute does not take any responsibility of your goods.

Close circuit TV cameras have been installed at strategic locations on the campus. Their "live" as well as recorded footage (24 x 7) can be viewed whenever required. This not only enhances the overall security of the campus but also assists detection of theft, pilferage, indiscipline, intrusion etc.

Fire Safety

Institute building has required Fire Fighting equipments so as to comply with the Municipal Corporation norms. Our security personnel are trained to handle fire emergencies.

Evacuation Plan

In case of an emergency wherein you are required to evacuate the college premises, please do not panic. The Institute building has exit points. Well-planned evacuation routes are accessible to assist you. Your safety is a matter of great concern for us.

Lost and Found

If you happen to lose any articles or books, you can contact the "Lost and Found" office (F204) in the F block and attempt to retrieve them. Also, please deposit any articles you may find on the campus in the same office so that the rightful owners can reclaim them.

Academic Advisor

Counseling sessions and academic mentoring will ensure that students have a stress-free educational environment and are ably guided. Your academic mentor, who is a faculty member, will provide information regarding course offerings, attendance regulations, placement opportunities and educational/career guidance in addition to providing counseling.

Global Grooming

Vidyalankar not only educates but also makes efforts to groom its students as "Global Citizens". For all round development, students are trained through lecture series by Dale Carnegie Training Institute. Courses train them in developing their communication skills for thus enhance personality.

Placement Cell

Student Placement is high priority activity. The Institute has an excellent record for placements which are coordinated by the Placement Cell and Placement Officer. It is a matter of pride for us that our students are placed at organizations like Work Application, Barclays Capital, TCS, iGate, L and T Infotech, Inscripts, Persistent, Capgemini, Hexaware Technologies, Mastek Computers, Tech Mahindra, Syntel, Accenture, PCS, Siemens, VSNL, IDBI Bank, etc. Please visit www.vit.edu.in for details about recent placements.

Apart from coordinating placement activities, this cell also prepares students on techniques to be successful in interviews, participating successfully in group discussions and personality enhancement through pre placement activities.

Career Counseling

The Institute provides career counseling and academic advising to all students. Counselors can provide you with educational and career information.

Special seminars are held in pre–final year for information about various career options after graduation.

Avishkar, a counseling community, is available to all students.

7 Student Activities

Verve

VIT has always encouraged its students to give expression to their talents and creativity by organizing cultural and sports-related activities and events. The Students Council manages the activities under the guidance of the Convener. Students also get to prove their mettle by participating in the sports and cultural meets of other colleges.

The Institute has indoor as well as outdoor sports facilities on two playgrounds in the campus. The Sports Committee arranges tournaments in carom, chess, table tennis, football, volleyball, cricket, Kho-kho, Kabaddi, arm wrestling, etc.

Inter–collegiate S–6 cricket tournament is a major attraction which is held during February–March every year.

Publications

'Vector' Newsletter:

Recognizing the need to provide students with broader perspectives on campus issues, world and national issues related to technology and career planning, Vidyalankar has tied up with 'DNA' Publication and initiated the newsletter- 'Vector'. It has three objectives-

- enhancing the learning environment on campus,
- acquainting students with national and world events and
- encouraging a readership habit

'V Express' an Annual Magazine:

'V Express' is the annual e - magazine published by the college. The issue, which is usually published in the month of April, serves as an outlet for the literary creativity of the members of VIT. The editing staff consists of students from all courses.

Friday Paathshala:

"Friday Paathshala" is an event everyone looks forward to with breathless anticipation every Friday. It gives them relief from the grind of academics and puts them in an entertaining mood. Dance, movie screenings, skits, rock shows, workshops and many more entertaining events give them an opportunity to be free spirits on the campus. The allotted

time is every Friday between 4.30 pm to 6.30 pm in the amphitheatre.

'Friday Paathshala' earned recognition nationally by bagging silver in the 'College Contact Programme of the Year' category at the 1st WOW Event and Experiential Awards thereby adding one more feather to its cap.

Verve – An Intercollege festival brings in the fervor, zeal, enthusiasm in the campus where the real talent is highlighted.

The Student Activity Center offers a place for students to organize and plan activities at various levels.

A plethora of Clubs and Committees offer you ample opportunities to actively participate in extra-curricular activities which not only augment your personality but also serve as resume-boosters.

Departmental Societies / Clubs

Each department has set up its own society/club. Students organize various programmes like expert lectures, workshops, seminars in their field of study.

Department Student Association
- ITSA - Information Technology Students' Association
- CESA - Computer Engineering Students' Association
- EESA - Electronics Students' Association
- ETSA - Electronics and Telecommunications Students' Association
- BMSA - Bio-Medical Students' Association
- MMSSA- Master of Management Studies Students' Association.

Student Chapters

- ACM – Association for Computer Machinery
- CSI – Computer Society of India
- IEEE – Institute of Electrical & Electronics Engineers
- IETE – Institute of Electronics & Telecommunication Engineering
- BMESI – Bio-Medical Engineers Society of India
- MMSPB – Master of Management Studies Professional Body
- ISTE – Indian Society for Technical Education

The Institute departments are tied up with professional organizations like IEEE, CSI, IETE, etc. Through such tie ups, technical activities are arranged by the departments. Students can participate in such activities for their benefit.

Alumni Association

VIT's Alumni Association aims to foster interactions and reinforce the bonds between alumni and the Institute through athletic and cultural activities, educational programs and social services to nurture mutually beneficial relationships. It makes the Institute proud to know that its alumni are successful in their lives and careers by dint of their endeavors. All graduates of the campus automatically receive a membership in the alumni association.

For details, please contact the Alumni Association office or www.vit.edu.in.

Weblink : **https://www.alumni.vidyalankar.edu.in**

Corporate Social Responsibility

As a member of a larger community, VIT recognizes its societal responsibilities and the importance of mobilizing its youth towards volunteering in social service to make the world a better place for all citizens, regardless of differences. Vidyalankar Volunteering motivates students to willingly participate in 'on-the field' social service activities.

As part of Corporate Social Responsibility, we under take projects in health and education for surrounding community.

Health check–up camps in assistance with well-known hospitals & Blood Collection drives with well-known blood banks.

Committees at VIT

In this section the activities of various Student Committees are described under four broad heads of Student Development Committees, Student Chapters, Student Council and Enrichment.

VIT Student Development Committees have been constituted to facilitate the holistic development of each and every student of the Institute. The Hobby Club Committee organizes events to encourage students to nurture and promote hobbies; the Entrepreneur Cell provides valuable inputs, support and opportunities to student entrepreneurs; the Personality Enrichment Committee organizes events which focus on personality
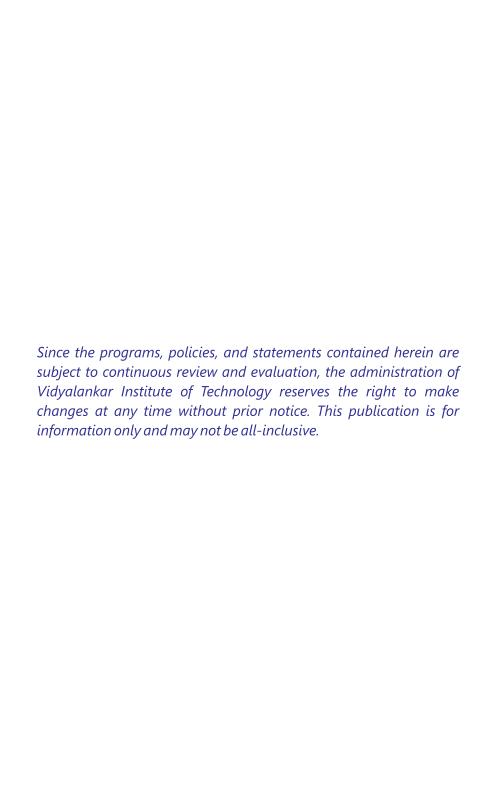
development; the Volunteering Committee encourages students to shoulder societal responsibilities.

VIT has constituted a number of committees to provide a platform and opportunities for development of the faculty and staff which ultimately will benefit the students at the Institute. This section has information on the committees managed by the teaching community to foster strong ties among various stakeholders of the Institute.

The various committees and clubs under the banner of VIT are:

- Alumni Committee (Integrate)
- Anti Ragging and Discipline Committee (Integrate)
- Bio-Medical Students' Association
- Career Counseling Committee
- Computer Engineering Students' Assn.
- Computer Society of India
- Electronics and Telecommunication Students' Association
- Electronics Engineering Students' Association
- Entrepreneurship Development Activity Committee (Integrate)
- Final Year Projects Quality Assurance Committee
- Food and Beverages Committee (Integrate)
- Hobby Clubs Committee (Integrate)
- Indian Society for Technical Education
- Industry Institute Interaction Committee
- Information Technology Students' Association.
- Institution of Electrical and Electronics Engineering

- Institution of Electronics and Telecommunication Engineering
- Laboratory Development Committee
- Library Committee (Integrate)
- NSS
- Parent Interaction Committee(Integrate)
- Personality Enrichment Committee
- Placement Committee (Integrate)
- Research and Development Activities Committee (Integrate)
- Staff Development Committee
- Staff Welfare Committee (Integrate)
- Vidyalankar Volunteering committee
- Website Committee
- Women Development Committee (Integrate)
- Women in Engineering

Since the programs, policies, and statements contained herein are subject to continuous review and evaluation, the administration of Vidyalankar Institute of Technology reserves the right to make changes at any time without prior notice. This publication is for information only and may not be all-inclusive.

CODE OF CONDUCT

VIT - MMS Students:

VIT expects all its MMS students to follow the Code of Conduct stated and explained below.

Discipline

VIT MMS students are required to observe discipline and conduct themselves responsibly. Disciplinary rules and regulations are separately detailed but primarily includes, amongst other things, academic discipline, appropriate dressing, and wearing the VIT ID while on campus, punctuality, in class behaviour and etiquette, timely submission of assignments and projects, appearing for internal as well as external examinations, participation and involvement in all curricular, co-curricular and extra-curricular activities of the Institute.

Contribution

Students will not only act as Brand Ambassadors of VIT – MMS but will also contribute effectively to strengthen its Brand image. Therefore students, both the existing as well as alumni, are expected to conduct, both, within and outside the campus, in a manner which will set examples to others by demonstrating their worthiness and capability within the community, and in the affairs of the country.

Responsibility Students must understand that all tangible as well as intangible assets of the Institute are precious and need to be effectively used, preserved and maintained with utmost care.

Rules and Regulations for VIT Students: General discipline

In case a student breaks any rule, the management reserves the right of taking appropriate disciplinary action. Students of VIT are expected to observe the highest norms of public and private etiquette and discipline so as to meet world- class professional standards.Students are discouraged from organizing any meetings, functions,

programs and seminars without the prior approval of the Director of the Institute.

Non- compliance to any of the Rules & Regulations would lead to following Courses of action:

1. Counseling the student

2. Letter to the parents and counseling

3. Debarment for the year on consultation with the respective authorities.

General Discipline

1. Wearing I-Cards on Campus is compulsory.

2. Decency in dress code must be observed.

3. The formal dress code should be strictly adhered to on all days in the institute.

4. Wearing of Uniform / Formal Dress Code is expected at all times while representing college.

5. Punctuality, discipline and adherence to deadlines in every respect is expected.

6. In case, student fails to attend 75% of lectures for a particular subject then he / she will be debarred from the Examination as per University norms.

7. Maintaining Cleanliness in classrooms, Computer Labs, Library and Institute premises.

8. Rules regarding conduct and discipline and Rules against Ragging mentioned on DTE Admission Brochure (Om page No. 35) also shall be applicable.

9. Placements rules have to be strictly followed.

10. Students should not communicate any information or write about any matter concerning the Institute to the press or outside bodies without obtaining prior permission of the Director of the Institute

11. In case of events of academic activities like seminar, paper presentation etc… outside the Institute, attendance will be granted, upon prior approval of the coordinator.

12. Wearing of earrings by boys is prohibited

Classroom Discipline

1. The students are expected to be in the class 5 minutes before the scheduled time of the session.

2. Use of cell phones in the class rooms for speaking, texting, etc… is strictly prohibited in the class.

3. Use of laptops in the classrooms for anything other than the session in progress is not permitted.

4. Academic decorum such as discipline, silence, courtesy etc. must be observed in the class.

5. Students are not permitted to enter or leave the class during the session without the consent of the faculty.

6. When the session is in progress eatables/ beverages are strictly prohibited in the class.

7. Students are expected to maintain cleanliness in the classroom and Institute premises.

Library Discipline

1. ID card is compulsory for issue of books.

2. Reference books will not be issued.

3. Students can issue 2 books for 7 days.

4. Students must check the books before they are issued. If books are damaged, it should be brought to the notice of the Library Staff.

5. Late return fine in respect of Books will be Rs. 5 per day.

6. Students are not allowed to bring any bag in the Library

7. Eating is prohibited in the Library.

8. Students should not keep any valuables on the Library racks. Library staff or management will not be responsible for any theft.

9. Students should not demand at the counter any materials such as pen, pencil, stapler, blank sheet etc.

10. If the books/ Magazines issued are lost, the student will have to replace the same title, or pay the price of the same with 'late returned fine', if applicable.

Examination Discipline

1. Books / Notes and all study material should be kept away as instructed by Supervisors.

2. No mobile phones will be allowed during exams

3. Nothing should be written on body, scale, calculators, pencils, eraser etc....

4. Nothing should be written on the question paper.

5. Talking to other students while in the Examination Hall is not permitted.

6. Use of any unfair means during the examination is strictly prohibited.

7. Students should be present inside the exam hall 10 minutes prior to the commencement of the examination.

Viva

1. Viva shall be considered as per the earlier notified schedule. Students have to present themselves at the specified venue at least 10 minutes before the scheduled time of commencement.

2. Before commencing the Viva, student's identity card and roll no. will be verified.

3. Mobile phones are not permitted to be on the person of the student while he/she appears for Viva.

4. Students are expected to conduct themselves politely and professionally at Viva which includes observance of the stipulated dress code.

5. Once Viva is over student is expected to leave the venue quietly without holding discussion with the students awaiting their turn for Viva.

6. The Examiner/ s for Viva shall have ultimate responsibility and full authority for the smooth conduct of the Viva.

7. Boys will not be allowed to sport earrings.

Professionalism

1. Willingness to learn cross-functional skills is required in the industry.

2. Willingness to work in groups / teams must be practiced.

3. Willingness to work hard and for long hours.

4. Total commitment to MMS course.

5. Use of Mobile Phones is Strictly prohibited while the lectures are in progress

6. Co-operation with the faculty and staff wherever required

7. Smoking and the use of other intoxicating chemicals is strictly prohibited.

Communication, Co-ordination and Participation

1. All communication and co-ordination with the faculty must be routed through the Course Coordinator.

2. Participation and attendance in Co-curricular / Extra-curricular activities is encouraged.

Resource Management @ Vidyalankar

1. Ensure maximum utilization of existing facilities

2. Avoiding wastage of Institute's resources, Property and Goodwill.

Placement Rules

1. Summer training of 60 days duration is mandatory for each student between the First & the Second Year.

2. Misconduct of any kind by the students in the company during the Summer Project / Placement training will lead to disqualification of the students from final placements program.

3. Once an intimation regarding placements is received from the interested organization, a detailed information sheet with reference to company profile / job description, CTC etc will be sent to the organization. The received information sheet will be mailed to the student VIT ids and a copy will be put up on the notice board. The students are expected to go through and understand the job requirements before appearing for the placement procedures.

4. After accepting an offer, the student must ensure that he / she joins the company on the date required failing to which the institute will not give the student any recommendation letter and such student will be blacklisted from the placement cell.

5. Students selected from the campus are bound to accept the first offer made by the company failing to which the student will be excluded from further placement procedures.

6. It is the responsibility of the students to keep themselves informed about all placement activities going on in the Institute.

7. Once the interview schedule is fixed, it is mandatory for the students to attend the interview.

8. In case the candidate is unable to attend the interview, he/she needs to inform the Institute / Placement Coordinator (formal letter /e-mail) 48 hours prior to the schedule time of the interview.

9. The students who don't attend the interview due to health grounds will have to submit a certificate from the doctor citing the reasons for non- attendance.

10. If the candidate is unable to attend the interview without any form of communication to the Institute/ Placement Coordinator then the necessary assistance will not be provided by the institute for the future assignments.

11. If a particular candidate is selected in a company through campus placement procedure, the CV of that candidate will not be forwarded to any other company thereafter.

12. If the candidate has appeared for the interview and the outcome is not known then, the CV can be forwarded to another company.

13. Participation in all quasi– academic activities is compulsory. Default may result in debarring from placement activity.

Rules regarding Appearing for an Interview

1. Present yourself in neat and pressed formal dress with tie and polished formal shoes. Nails ought to be trimmed.

2. Report at the placement centre 30 minutes before the interview starts.

3. Keep an updated copy of your resume with you.

4. Keep sufficient number (min 2 copies) of your documents/ certificates/ photographs ready arranged in order.

5. Unless specifically asked to report later, students waiting for their turn should wait patiently at the placement centre. You alone will be responsible if you miss your interview.

6. It is expected that the students have acquired all the relevant information about the scheduled company, sector and competitors prior to appearing for the interview sessions.

Code of conduct for students during Campus Placements: Prior to the Campus Placements:

- Prepare well for the campus placements and avoid being overconfident and complacent.

- Give utmost importance to punctuality; reach the venue 30 minutes before the scheduled time.

- Be well-groomed and professionally dressed in formal wear during the entire process of the campus placements.

- Display your identity card throughout the placement process.

- Visit the websites of the recruiting companies to be well-aware of the recruiting companies. This will help you during HR interviews as there will be questions on this.

- Remember that you are an ambassador for your Institute and you are expected to project a positive image of your Institute.

Checklist:

- Three passport size color photographs.

- Photocopies and original certificates of SSC, HSC/Diploma and Engineering. For any reason, if mark sheet of any semester has not been issued by the University, the provisional mark sheet should be obtained from the college authorities. If the originals of SSC, HSC and DIPLOMA are with the college authorities, photocopies of the same should be carried.

- Three sets of your résumé. It should look impressive and be properly formatted and updated.

During the Pre-placement talk:

- Switch off your mobile phones.

- Sign on the attendance sheet that will be circulated on the day of campus placements at our Institute and also at other institutes during pool campus.

- Be serious and attentive during the pre-placement talk.

- Maintain silence during the pre-placement talk and do not engage in side-talk with fellow candidates.

- Make a note of important points mentioned. There will be questions during the HR interviews on what has been told during the pre-placement talk.

- If the company speakers encourage you to ask questions at the end of the talk, communicate in a responsible and intelligent manner.

- Clarify doubts (if any) only at the end of pre-placement talk and do not interrupt the speakers during the pre-placement talk.

- Do not approach the company HR personnel directly. Always approach the college placement officer for any reason before and after the campus placements.

During the Aptitude and Technical tests:

- Switch off your mobile phones.

- Be seated in the classrooms quietly till the team comes to conduct the aptitude test or technical test.

- Strictly avoid malpractices (like copying, discussing) during the tests.

- Do not get into any arguments for any reason with the supervisor/company representative present in the classroom.

- Carefully listen to and comply with all instructions given by the person conducting the test.

- Be present at the stipulated time of declaration of results of the aptitude test, group discussion and the final selection.

After conclusion of placement activities:

- Immediately after coming out of the interview room, write down the questions you were asked on the perforated sheet of the student diary and submit the same in the placement cell. This will help create a question bank for guiding your juniors.

- Once selected by a company, you will be ineligible for appearing for further placement.

COURSES

Information Technology

Computer Engineering

Electronics Engineering

Electronics & Telecommunication Engineering

Biomedical Engineering

VIT School of Management (MMS)

CONTACT US

Address : Vidyalankar Institute of Technology,

Vidyalankar Marg, Wadala (East), Mumbai - 400037

Tel: (022) – 24161126

E-mail : principal@vit.edu.in

Get Directions

Please follow & like us :)

QUICK LINKS

VIT Classroom Recordings

Activity Calendar

vPrint

vLive

Faculty Handbook

Vidyalankar Institute of Technology

Vidyalankar Educational Campus, Wadala-E, Mumbai 400037

The Institute recognizes that its staff is its most valuable asset. The Institute is committed to the personal and professional development of all staff. Providing opportunities for faculty development is a high priority of the Institute. Enriching and advancing faculty members' skills in instruction, research, advising and administration are fundamentally important for the continued excellence of the Institute.

This handbook is prepared to spread our motive in;

Development of Faculty as a **Scholar**

Development of Faculty as a **Teacher**

Development of Faculty as a **Person**

CONTENTS

Vision

To be a globally recognized engineering institute where learners are nurtured in a scholarly environment to evolve into competent professionals and researchers to benefit society.

Mission

- Evolve a curriculum which emphasizes on strong engineering fundamentals with the flexibility to choose advanced courses of interest and gain exposure to tools and techniques in contemporary subjects.

- Encourage a teaching-learning process in which highly competent faculty share a symbiotic association with the institutes of repute.

- Facilitate creation and dissemination of knowledge through a digitally-enabled learning environment.

- Develop academic and infrastructural facilities with modern equipment and other learning resources and encourage reciprocal sharing with other institutes through networking.

- Establish a centre of excellence to enhance academia – industry partnership and work on collaborative projects

Qualifications & experience

The minimum qualifications, experience and other requirements of the faculty members at various levels shall be as follows:

Program & Cadre	Qualifications	Experience
Engg/Tech Assistant Professor	BE / B Tech and ME / M Tech in relevant subject with First Class or equivalent either in BE / B Tech or ME / M Tech	2 years relevant Experience is desirable.
Management Assistant Professor	First Class or equivalent in Masters Degree in Business Administration or equivalent	2 years relevant Experience is desirable.
Engg/Tech Management Associate Professor	Qualification as above that is for the post of Assistant Professor, as applicable and PhD or equivalent, in appropriate discipline Post PhD publications and guiding PhD student is highly desirable.	Minimum of 5 years experience in teaching and/or research and/or industry of which at least 2 years shall be post PhD is desirable.
Engg/Tech Management Professor	Qualifications as above that are for the post of Associate Professor, as applicable. Post PhD publications and guiding PhD students is highly desirable	minimum of 10 years teaching and/or research and/or industrial experience of which at least 5 years should be at the level of Associate Professor. or minimum of 13 years experience in teaching and/ or Research and/or Industry. In case of research experience, good academic record and books/research paper publications/IPR/patents record shall be required as deemed fit by the expert members in Selection committee. If the experience in industry is considered, the same shall be at managerial level equivalent to Associate Professor

		with active participation record in devising/designing, planning, executing, analyzing, quality control, innovating, training, technical books/research paper publications/IPR/patents, etc. as deemed fit by the expert members in Selection committee.
Engg/Tech Management Adjunct Faculty	Masters degree in relevant field	As deemed fit
Humanities & Science Assistant Professor	Masters degree with first class in relevant subject	-

Conditions stated above shall be subject to change as per latest norms by governing body / authorities.

Roles of the Faculty Members

Faculty is the backbone of Vidyalankar Institute of Technology. Every step is taken to keep the faculty motivated and focused on achieving excellence. The faculty members shall have the following responsibilities

Academic Responsibilities

    a. Class Room Instruction
    b. Laboratory instruction
    c. Curriculum Development
    d. Developing learning resource material for classroom and lab instruction.
    e. Student assessment & evaluation including examination work of Institute.
    f. Participation in co-curricular & extra-curricular activities.
    g. Student guidance, counseling & helping in development of personal, ethical, moral and overall character.
    h. Continuing Education Activities.

i. Keeping abreast of new knowledge & skills, help generate new knowledge and disseminate such knowledge through books, publications etc.

j. Self development through upgrading qualification, experience & professional activities.

Research and Development activities

a. Research & Development activities & Research guidance.

b. Sourcing Industry sponsored projects.

c. Providing Consultancy and Testing Services.

d. Promotion of Industry -institution interaction and R&D.

Academic Administration

a. Policy Planning, Monitoring & evaluation and promotional activities both at Departmental and institutional level

b. Design and development of new modules

c. Preparing project proposals for funding in areas of R&D work, Laboratory development, Modernization, Expansion etc.

d. Administration both at Departmental & Institutional level.

e. Development, Administration and management of institutional facilities.

f. Monitoring and Evaluation for Academic and research activities.

g. Participation in policy planning at the Regional/ National level for development of technical education.

h. Plan and implement staff development activities.

i. Maintain accountability

j. Conduct Performance Appraisal

Extension services

a. Interaction with industry and society.

b. Providing Non R&D support and consultancy services to industry and other User agencies.

c. Providing non-formal modes of education for the benefit of the community

d. Promotion of entrepreneurship and job creation

e. Dissemination of knowledge to anyone seeking knowledge.

f. Providing technical support in areas of social relevance.

All staff members are expected to be vigilant in maintaining utmost discipline and upkeep at the Institute. Faculty members are also expected to arrange / contribute in Community Social Responsibility activities for the benefit of all.

Faculty Teaching Hours

Teacher is an important asset of the Institute. It is also important that teachers disseminate maximum for the benefit of the students. Hence, Vidyalankar Institute of Technology believes that teacher shall utilize every hour and minute for complying to all the necessities of students. In this respect following table shall be read as mere indicator and not as norm.

Cadre	No. of Teaching Hours per week	Student Mentoring
Professor	08	Yes
Associate Professor	12	Yes
Assistant Professor	16	Yes

Faculty Development

VIT places highest importance for updating of knowledge of the faculty members. The Principal shall draw up plans for development of individual faculty members and groups of faculty members. The plans may include:

Individual faculty development plans:

    a. Deputation of the faculty members for short / long term programs outside VIT.
    b. Enrollment for online certification programs.
    c. Participation in seminars and workshops - domestic and international.
    d. Publication of articles in indexed journals.

e. Deputation for faculty development programs in and outside VIT.\

Group faculty development programs:

a. Conduct of seminars and workshops in VIT.
b. Conduct of faculty development programs at VIT

Deputation / Sponsorship

The Institute recognizes need of all along and continuous staff development. This is important considering rapid changes in technology and industry expectations. The Institute believes that a teacher who is well versed with and practices latest technology can only produce graduates suitable for industry. Vidyalankar Institute of Technology encourages and supports its staff members in acquiring the latest skills through various modes.

Teaching staff members who have completed one year of continuous service as on 1st April shall be eligible for seeking benefits to pursue further study / teaching / research / industry training, etc. Following table gives guidelines on this aspect.

Perusing PhD	Deputation with leave
Attending STTPs/Conferences/Workshops/Training, etc.	Deputation with sponsorship & leave
Paper publications	Sponsorship
Visit to Institute/organization/Industry of National/International repute	Deputation with sponsorship & leave
Membership of Professional Institutions	Sponsorship
Filing patent	Sponsorship
Enrollment for online certification programs	Sponsorship

For more information one can refer "Professional membership/STTP/Paper publications sponsorship policy" of the Institute.

Technical Consulting / Training Activities – Revenue Generation Activities

Vidyalankar Institute of Technology encourages all staff members to pursue technical consulting / training activities with the Industry/society/government bodies, etc. with primary motive of revenue generation to support Institute expenditure to lower student fee component.

The faculty member pursuing the consulting project may use the following resources of the Institute.

- Classrooms & laboratory infrastructure
- Library
- Secretarial assistance
- ICT, Reprographic facilities
- Students

Principal shall allot the consulting assignment received to one or more staff members.

The revenues arising out of the consulting assignment shall be shared generally in the following manner after deducting all the expenses.

	Institute share	Faculty share
Type I Model - a project where the project uses the infrastructure of an institute	50%	50%
Type II Model - a project where the project does not use the infrastructure of an institute	30%	70%

For more information one can refer "Technical Consultancy Activity policy" of the Institute.

Faculty Performance Evaluation / Faculty Appraisal

Faculty performance shall be evaluated every semester on various aspect stated in Staff Diary designed by the Institute.

Student Feedback

Vidyalankar Institute of Technology believes in student centric approach. Student being our 'Customer', the Institute aims for 'Customer delight' in each and every activity. Hence student feedback becomes integral part of the process.

The Institute has designed student feedback form which is based on following aspects.

Subject knowledge, depth with update

Teaching delivery methodology - modern tools used

Activities undertaken - its completion with clarity and quality

Punctuality, effective communication and support/mentoring

Research & Development

The Institute recognizes need of research & development activities. Vidyalankar Institute of Technology being an engineering Institute, emphasizes on applied research and product development. Every staff member of the Institute shall participate one or more activities given below and also inculcate the same in every student of the Institute.

Technical Paper / Book publications

Poster making / survey

Product design / development

Creation of laboratory / Incubation laboratory in future technology

Final year projects / mini projects

Participation/collaboration with external professional body activities

R&D activities, papers & books publications, IPR activities, administrative activities and support for co/extra-curricular activities by teachers is a must. More the engagement, more the benefit. Once again, following table may be read as mere guideline on expectations in this respect.

Cadre	No. of publications per semester	No. of hours for guiding research	No. of hours per week for academic administration
Professor	4	12	12
Associate Professor	2	9	9
Assistant Professor	1	2	4

Vidyalankar Institute of Technology believes that technologies are born at the academic Institutes. And hence strongly wishes to design, develop and deliver 'salable products' to industry.

Contribution in Institute Committees

The Institute has various committee activities for academic, administrative, co-curricular and extra-curricular activities. One can contribute in committee activities for enrichment, as per his/her interest/taste. For complete information about committee activities, refer Handbook of Committee Activities.

Library

Staff members can avail library facilities for borrowing books. Each staff member can borrow 5 books for limited period.

Staff members are required to contribute library activities by suggesting new books, etc. Satt members are highly encouraged to avail and propagate use of e-journals available at the library.

Salary

Staff members are paid salary as per the 6th Pay Commission recommendations adopted by the State Government.

Consolidated salary pay packages are given to ad-hoc appointments.

Income Tax deductions shall be done in accordance with as per IT considering investment plan declaration by the employee. Last date for investment plan declaration I the prescribed form would be 31st October and last date for submission of investment proofs to the Institute authorities would be 31st January.

Institute shall provide form 16 certificate as applicable to all concerned staff members by 15th June.

Profession Tax shall be deducted every month as per prevailing rules.
No loan facility shall be available. Facility for deduction of EMIs from salary is not available.

Provident Fund

Staff members are covered as per Employees Provident Fund benefits.

Gratuity

Staff members completing continuous service of minimum 5 years in the Institute are eligible for Gratuity under the Gratuity Act, 1972 scheme.

Medical Insurance & Medical Assistance in Emergency

Staff members who have completed 2 years of service are covered with medical insurance. This facilitates reimbursement of charges of hospitalization and medicine expenses incurred during hospitalization up to Rs. 1,00,000/- in a year.

Institute is tied up with Topsline Cardiac ambulance with para medic staff for on campus emergency medical assistance to staff & students of the Institute. Security officer shall make emergency arrangements as needed.

Leave Travel Concession

Staff members who have completed 2 years of service eligible for leave travel concession for visiting his/her native place once in two years. For details please refer to LTC policy of the Institute.

Book Allowance

Staff members who have completed 2 years of service eligible for book allowance Rs. 1000/- for purchase of books once in a year. For details please refer to book allowance policy of the Institute.

Leave Rules

Leave cannot be claimed as a matter of right and the leave sanctioning authority may refuse or revoke leave of any kind.

The employee shall have to apply for grant of leave in the prescribed e-form and shall proceed on leave only on due sanction. However, if the emergencies exists and employee is

required to proceed on leave for the reasons beyond his control, the leave sanctioning authority may, on satisfying itself sanction leave on application which is submitted later.

Leave may be granted in combination with or in continuation of any other kind of leave except Casual Leave.

If the employee overstays the sanctioned period of his leave, without prior permission or intimation, he shall not be entitled to any leave salary for such period and such absence may be treated as misconduct.

If any employee of the Institute resigns, he/she shall not be granted leave either prior or subsequent to his resignation, any leave due to his/her credit. Provided that the Principal may, in any case, grant leave to an employee prior to his/her resignation if, in the opinion of the Principal, the circumstances of the case justify such grant of leave.

The Principal reserves right to revoke or curtail any kind of leave as deemed necessary.

Absence after expiry of sanctioned leave shall be viewed very seriously.

Kinds of Leave

Casual Leave   An employee shall be entitled to 8[#] days of casual leave in a calendar year.

Sanction for casual leave shall ordinarily be obtained using prescribed form. In exceptional circumstances, ex–post–facto sanction shall be obtained by the employee. If the leave sanctioning authority is not satisfied with reasoning for exceptional circumstances, sanction for leave shall be denied and absence shall be treated as leave without pay.

Casual leave in continuation for more than 3 days shall be treated as mass casual leave. Mass casual shall not be treated as casual leave and shall be treated as unauthorized absence and may be treated as mis–conduct.

Sundays, holidays (and Saturdays, as applicable) may be prefixed or suffixed with casual leave. However, casual leave cannot be combined with any other kind of leave.

Casual leave for ½ day can be granted to an employee. However, if it is half day working on Saturday, absence shall be treated as leave for a full day.

Unused casual leaves shall not be carried to the following calendar year.

Sick Leave	An employee shall be entitled for 10# days of leave for calendar year to cover absence due to medical reasons. Credit of 5 leaves shall be given on 1st Jan and 1st Jul of each year.

Staff member availing leave on medical ground may need to submit medical certificate issued by medical practitioner. The Institute reserves right to verify the same. If demanded, the employee may need to submit fitness certificate before joining the duties.

Unused sick leaves shall be carried to the following calendar year.

Earned Leave	An employee who is not entitled to vacation shall be entitled to earned leave at the rate of one eleventh of the period spent on duty, subject to maximum of 30 days in a calendar year and subject to the accumulation of maximum of 240 days of earned leave.

The employee may not be granted more than 120 days of earned leave at a time.

Earned leave shall be calculated, twice a year, for the period 6 months, Jan to Jun and Jul to Dec, and shall be credited to employee on 1st January and 1st July of each year. Employees who have completed 1 year of service on 1st Jan or on 1st July shall be considered for credit of earned leave on respective dates.

1 day leave shall be deducted for 10 without pay leaves.

An employee, who is eligible for vacation, is prevented from availing vacation in full or a part thereof, shall be granted earned leave, proportional to ½ the number of vacation days not availed. In any case, maximum number of earned leaves earned in a year shall be 30.

The employee shall cease to earn such leave when earned leave accumulated exceeds 240.

Surrender of earned leave is not allowed.

The employee who retires on superannuation or who dies while in service shall be entitled to the benefit of cash equivalent of unutilized earned leave standing to his credit on the date of such retirement or death as the case may be. In such case, cash equivalent shall be based on salary and

dearness allowances admissible on such day.

Maternity Leave	Female employee who has put in more than two years of service shall be eligible for maternity leave of 90 days.
	Maternity leave can also be granted in case of miscarriage including abortion subject to maximum number of 45 days for a period of entire service.
	In any case, application for maternity leave shall be supported by a certificate by a medical practitioner. The Institute reserves right to verify the same as deemed fit.
	During maternity leave, leave salary equal to last pay drawn is admissible.
Study Leave	A teacher can be granted study leave at the discretion of the governing body of the college subject to a maximum of 6 months. The teacher who is granted study leave shall enter into an agreement / bond with the institute for a period as deemed fit by the authorities.
Extra Ordinary Leave	Extra ordinary leave (leave without pay and allowances) may be granted to an employee in special circumstances. Nature and period of leave may be decided by the Principal.
Compensatory Leave	Employee asked to work on Saturdays / Sundays / Public Holidays by the competent authority in writing will be entitled to compensatory leave for the same. Only those employees whose gross salary is less than Rs. 20,000/- shall be eligible for compensatory leave. This leave shall not be carried to the next calendar year.

#Number indicates leaves for calendar year. The same shall be modified proportionately as per service period, i.e. if last date of service is 30th June, all leaves shall be reduced to half.

Leave without Pay (LWP or WP)

Leave without Pay shall be seriously viewed. Following, criteria shall be applicable with respect to LWP.

- There shall not be ½ day LWP. It will be treated as full day LWP.

- Holidays and weekly offs, suffixed and prefixed to LWP shall be treated as leave without pay.

- If number of leaves without pay in a month are more than 5, all holidays, weekly offs in that month shall be treated as LWP.

Vacation

Eligible staff members may be issued in summer and/or winter break strictly at the Institute's discretion. Maximum number of vacation is limited to 60 days per year. Employee should be physically present either before proceeding on vacation or the day preceding the last day of vacation.

However, the Institute highly discourages vacation and desires proactive working on maximum number of days.

Holidays & Weekly off

Principal shall declare list of holidays in year in the month of January.
Staff members shall avail 1 day, generally Sunday as weekly off.

Rewards

Teaching staff members shall be considered for reward points based on Performance Appraisal/KRA score. Nature of reward shall be decided time to time by the Principal in conjunction with Governing Body.

Dress Code

In an educational environment, the standard of dressing for men is neatly ironed, formal light coloured full sleeves shirt and dark trousers and for women a saree, shirt or blouse with skirt or a dress paired with appropriate accessories. For official functions, men shall wear suit and

women shall either wear suit or formal western dress or a very formal saree. Accessories for men are formal shoes, ties, belts and for women, scarves, belts and jewelry. Jewelry should be worn in good taste, with limited visible body piercing. Hats are not appropriate. Head Covers that are required for religious purposes or to honor cultural tradition are allowed.

A professional appearance is encouraged and excessive makeup is discouraged. Excessive use of perfume, may be disturbing to others, so use these substances with restraint.

If uniform is issued, use of uniform shall be mandatory. Cost of uniform shall be borne by the Institute. Not wearing uniform shall be strictly dealt with.

Identity Card

Staff members are issued with an identity card. Staff members are required to wear it while in the campus and present the same whenever demanded by the authorities or security staff.

Smoking & Consumption of Alcoholic Beverages, etc.

Smoking and Consumption of alcoholic beverages is not allowed in Institute campus. Chewing tobacco, pan, etc. is also not allowed in the Institute campus.

Vehicle Parking

Institute has limited parking spaces provided for its staff. Vehicles shall be parked at the owner's risk. The Institute shall take all precautions for safety & security of the vehicle, however, the Institute shall not be liable for any unforeseen incidence leading to damage, theft etc. due to natural or unnatural reasons.

Only those vehicles which are in good condition shall be allowed for parking.

Each vehicle owner needs to apply for his /her Parking Permit to the Security Office in the prescribed form. Overnight parking is not allowed unless prior permission is obtained from Security Officer.

Use of Cell phone

Staff members shall not use cell phone while in academic environment/delivery.. Use of cell phones for viewing videos / radio / music / Camera etc. is strictly prohibited. Use of ear phones / blue tooth devices in the campus is also strictly prohibited.

CCC Surveillance

Most of the class rooms/laboratories/offices/lifts are under CCC Surveillance.

Cafeteria & food outlets

The Institute has adequate food outlets on the campus. Food served is monitored for quality with the help of experts from Govt. Catering College.

Water

Institute uses Municipal water for general activities. Drinking water outlets/fountains are fitted with water purifiers.

Institute uses well water for flushing in toilets. Institute also has Sewerage Treatment Plant which provides water for gardening purpose.

Psychological Counselling

Institute is tied up with Avishkar Centre for Self Enrichment, Dadar for on campus psychological counselling to staff and students.

Safety & Security

The Institute has made adequate arrangements for safety & security of personal belongings of staff. However, the Institute shall not be liable for any unforeseen incidence leading to damage, theft etc. hence all staff members are requested to take care of their belongings at the Institute.

Note :   Institute reserves rights to add, delete or modify content of this handbook as deemed necessary.

GOVERNING BODY

Vidyalankar Institute of Technology is established by the Vidyalankar Group of Educational Institutes, a prestigious education specialist that has an emphatic presence in academic circles with its centrally recognized colleges and training institutes with branches across Maharashtra.The Institute is managed by Vidyalankar Dnyanapeeth Trust which has constituted the Board of Governors as per the guidelines stipulated by the All India Council for Technical Education (AICTE). In addition to managing and overseeing the functioning of the organization in providing a qualitative education, the Governing Board ensures that all statutory regulations are met.The Governing Body meets twice a year and discusses and decides on key issues such as monitoring the provisions for meeting the AICTE and University regulations, the efficient administration of the institute, admissions, budget estimates, staffing pattern, academic and non-academic activities etc.

MS. RASHMI DESHPANDE
Chairperson, VDT

Ms. Rashmi Deshpande is the chairperson of VDT and she is devoted to the progress of Vidyalankar. With her philanthropic attitude and her keen interest in the personal development of every single person associated with Vidyalankar: she is naturally as much loved as she is respected. After her M.Sc. in Bio-Chemistry from the University of Mumbai, she went to the U.S.A. for higher education and completed her M.B.A. Because of her professional background in management studies, she is naturally and particularly inclined towards enriching the Vidyalankar School of Business.

MR. VISHWAS DESHPANDE
Managing Trustee, VDT

The Managing Trustee Mr. Vishwas Deshpande, constantly looking out for innovative and productive ideas, never lets go of any opportunity to further enhance Vidyalankar. He is committed and perpetually working towards realizing the ultimate vision of the institute blossoming into a globally-recognized research centre which also disseminates quality education. As a student, he has been a merit holder all his academic life. He led the merit list of Electrical Engineering admissions of V.J.T.I. After his graduation, he went to the U.S.A to complete his M.S. in Microelectronics from the University of Maryland, College Park and came back armed with a fresh, youthful vision and a passion for education. He left behind the possibility of a lucrative career abroad and preferred in its stead to nurture Vidyalankar to reach greater heights globally.

MR. AVINASH CHATORIKAR
Secretary, VDT

Mr. Avinash Chatorikar, equipped with an innate empathetic temperament, plays an active role in career counselling and helps youngsters to realize their true potential. He has also been a ranker all along; after completing his Bachelor's degree in Chemical Engineering from U.D.C.T in 1987, he went on to pursue his M. Tech in Chemical Engineering from I.I.T., Mumbai. Passionate about studying further, he completed his M.S. in Chemical Engineering from Oklahoma State University, U.S.A. After returning to India, he whole-heartedly dedicated himself to contributing towards Vidyalankar.

DR. VIJAY GUPCHUP
Nominee, VDT

Dr. Vijay Gupchup, BE (Civil, University of Mumbai), MS (MIT, USA), PhD (MIT, USA) has been the Principal of Veermata Jijabai Technological Institute (VJTI), Mumbai. He has also held the posts of Pro Vice Chancellor of the University of Mumbai and the Chairman of the 'National Board of Accreditation' set up by AICTE. Dr. Gupchup has been active in the field of Technical Education for more than thirty five years and has provided leadership and contributed much in this field in Maharashtra and at the National level. He has authored numerous technical papers and has also presented invited lectures at several Universities in the USA including MIT, Northwestern University, Drexel University, Kansas and Texas State Universities etc. He continues to be an active member on various academic bodies of the University of Mumbai, AICTE and UGC. He is also a Director on several company boards and consults on a wide range of academic and engineering areas.

SHRI SURESH HEMMADY

Nominee, VDT

Shri. Suresh S. Hemmady is the Chairman of Shamrao Vithal Co-operative Bank Limited. Shri Hemmady served as a Director (earlier served as the Managing Director) of Thana Electric Supply Company Ltd. until May 2013.

DR. SUNIL PATEKAR
Principal and Member Secretery

Dr. Sunil Patekar is the Principal of Vidyalankar Institute of Technology from December 2010 onwards. He completed his LEE, BE, ME and PhD in Electrical Engineering from VJTI, University of Mumbai. Dr. Patekar has a number of achievements and awards to his credit such as the Best Teacher Award by the Govt. of Maharashtra (2007), the Lord Reay Gold Medal, ISTE National Award for Best Paper Presentation etc. Dr. Patekar has co-authored 6 books on Computer Programming languages and has presented and published more than 50 technical research papers at international and national conferences and journals. Previously, he was the Chairman, Board of Studies in Computer Engineering at the University of Mumbai (2000-05). He was also the Coordinator of the World Bank Project, TEQIP at VJTI. Dr. Patekar was also associated with technical consultancy and testing work with organizations such as BEST, ONGC and CG.

COURSES

Information Technology

Computer Engineering

Electronics Engineering

Electronics & Telecommunication Engineering

Biomedical Engineering

VIT School of Management (MMS)

CONTACT US

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