Deeksharambh-2020

05-07 December 2020



Office of the Dean (Student Welfare) and Chief Proctor Motilal Nehru National Institute of Technology Allahabad Prayagraj-211004 (India)

Office of the Dean (Students Welfare)

Dean (Students Welfare)

Dean (SW)

Associate Dean (SW)





Office of the Dean (Students Welfare)

Dean (Students Welfare)

Faculty Incharge (Scholarship) Faculty In charge Counseling (Boys)

Faculty In charge Counseling (Girls)

Faculty In charge Foreign Students









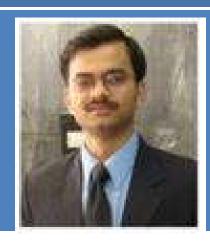
Office of the Chief Proctor



Chief Proctor

Proctor (Boys)

Proctor (Girls)

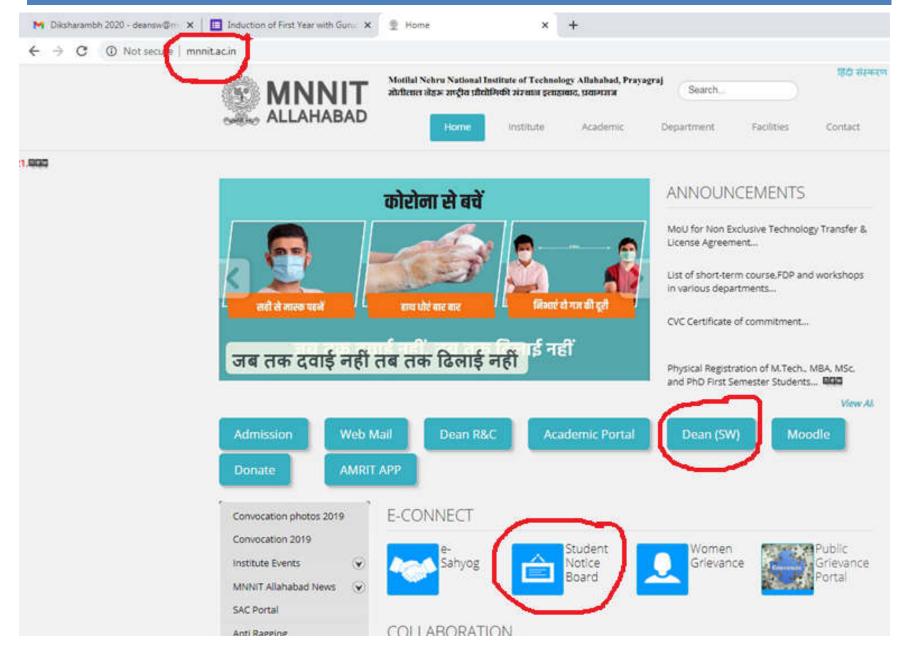




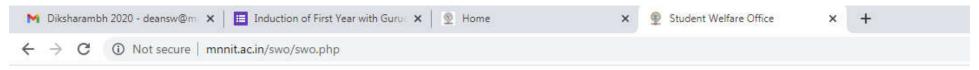
Basic activities of Dean (SW)

- To process different scholarships and fellowships
- To Provide Group Insurance facility to the students
- To Provide sponsored Gold Medal and awards to the eligible students in convocation.
- To Issue Character Certificate to the students of the Institute
- Mentoring cum Counseling of the Students

Institute homepage and link for Dean (SW) portal



Dean (SW) Portal





Medals and Awards

Anti-Ragging Initiatve

Insuarance and Mediclaim

Counseling and Assistance

Office of the Dean (Student Welfare) and Chief Proctor

MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLAHABAD

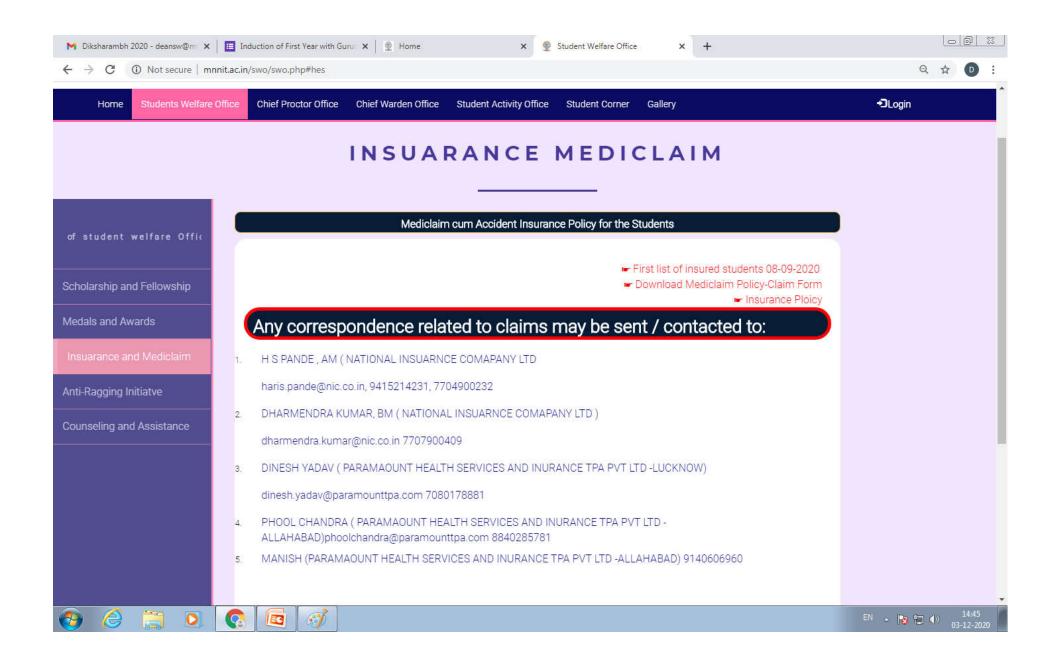
Prayagraj - 211004 (India)



Students are required to follow the guidelines of the scholarship providing agency and apply for scholarship/stipend/aid accordingly. Further all students who are applying for any scholarship are required to fill relevant undertaking (Form: DSW-03/Form: DSW-04)

S.No.	Scholarship Stipend/Aid	Description	Agency
1)	U.P. Post Matric Scholarship of U.P	Refer guidelines given on scholarship and fee reimbursement online system	U.P Government

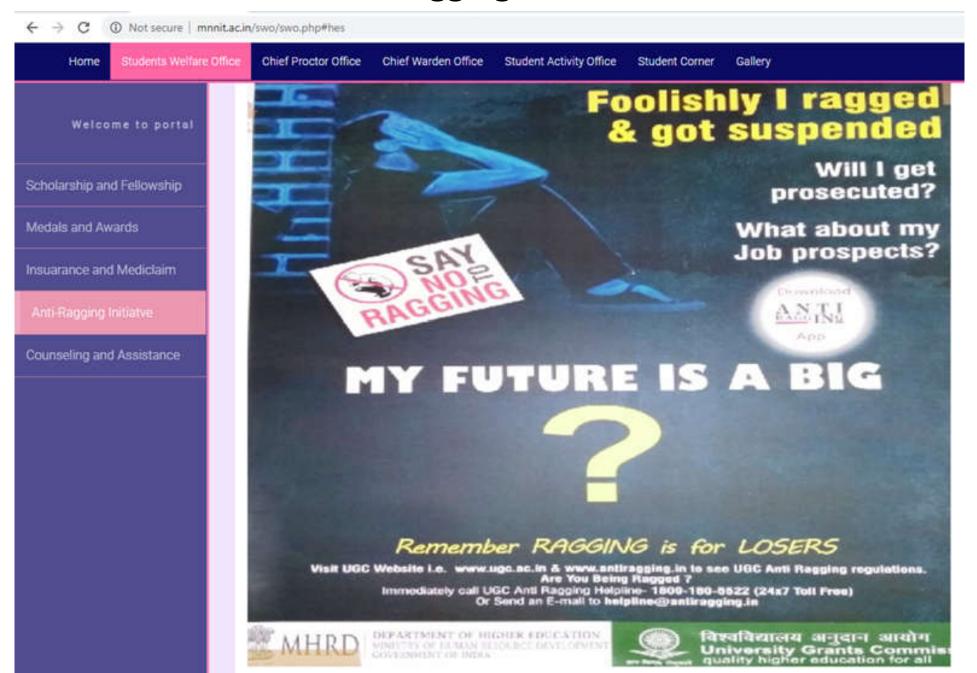
Mediclaim cum Accidental Insurance of Students



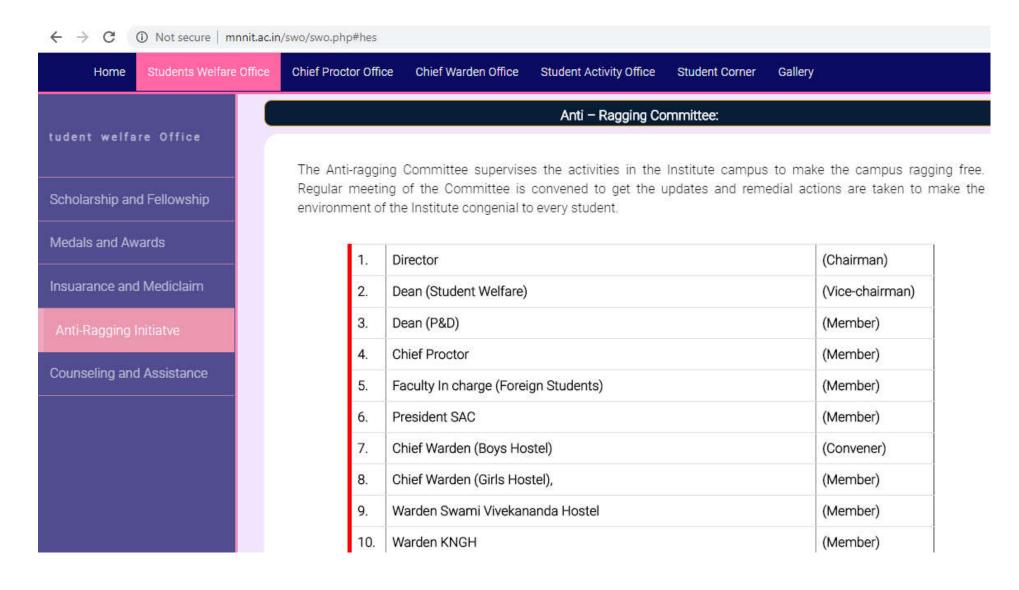
Medi-claim cum Accidental Insurance to Students

- Institute has engaged National Insurance Company Limited (A Government of India undertaking) for session 2020-21 to cover all bonafide students of the Institute for hospitalization against illness and accidental injury subject to policy conditions.
- To avail this facility, a student shall first approach the Health Centre of the Institute and Doctor available at the Health Centre may refer the student to the listed Hospital, if required.
- In case of emergency [during night or Institute holidays], student may directly approach the listed hospital.

Anti-ragging Initiative



Anti-ragging Committee



Counselling and Assistance



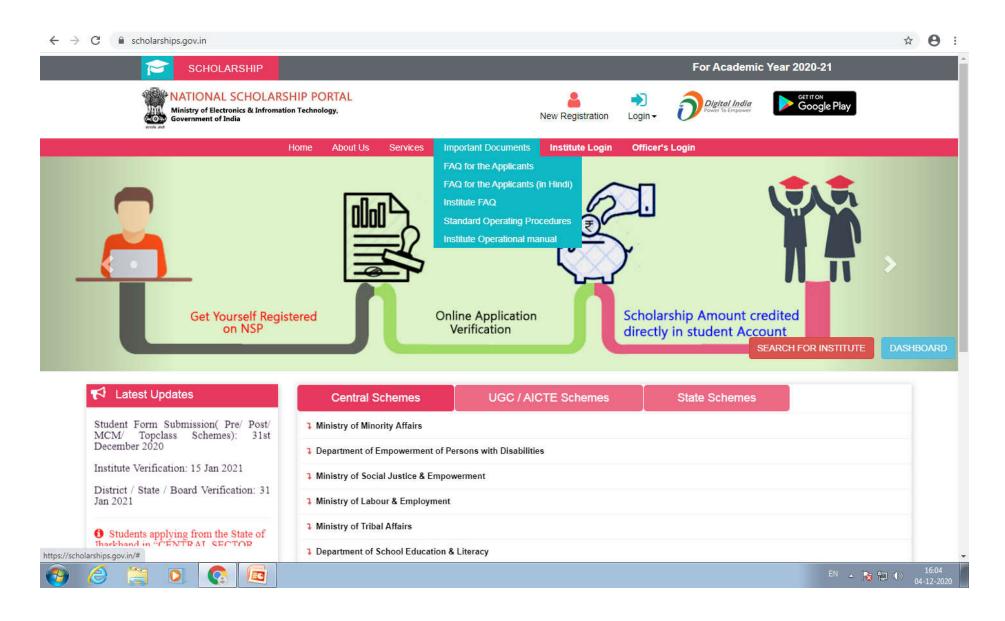
Scholarships and Fellowships

S.No.	Scholarship Stipend/Aid	Description	Agency
1)	U.P. Post Matric Scholarship of U.P Government	Refer guidelines given on Scholarship and fee reimbursement online system https:// scholarship.up.nic.in	U.P Government
2)	Merit-Cum-Means Scholarship for B.Tech Students of the Institute	There is a provision of giving a merit scholarship amount of Rs. 20000 per student to the top 5 students of any branch on the basis of C.P.I.	MNNIT Allahabad
3)	Scholarships as available on National Scholarship Portal (https://Scholarship.gov.in)	Refer guidelines given under	Central Schemes UGC Schemes AICTE Schemes State Schemes (Different types of Scholarships of these agencies are available for SC/ST, Minorities PwD and other students.
4)	Scholarship provided by other states.	Post Matric scholarship is given to the students of the related State. Apart from the tuition fees, the additional allowances are provided on the basis of rules and regulations of that state. Refer guidelines provided by different state governments.	Different State Governments
		Prime Minister's Special Scholarship Scheme (PMSSS) J&K	https://www.aicte- india.org/bureaus/jk
5)	Scholarship provided by Employers of parent of the student	These scholarships are provided by the employers where parents of the student work.	Employers where parents of the student work

Scholarships and Fellowships

6)	Scholarship provided by different companies	Sometimes some companies or institution offer scholarship to the students. Students are informed about those by the Office of Dean (SW). Please refer Student Notice Board. Scholarship amount depends on terms and conditions of the company/Institution	Different companies/Institutions
7)	Aid to financially weaker students of the Institute	Those students who are incapable of getting scholarship from anywhere and their family income is less than Rs.1 Lac are provided scholarship by the Institute itself from the Student Welfare Fund. Every year a target amount of Rs.10 Lakh is distributed among the students on the basis of CPI and number of applicants.	MNNIT Allahabad
8)	O.P JEMS Scholarship	A scholarship amount of Rs.80000 per student is given which is provided after the online test followed by personal interview.	O.P Jindal Engineering and Management Scholarship
9)	Fellowship to stipendiary M.Tech Students	A scholarship amount of Rs.12,400 per month is provided to the M.Tech Students by the Government and those students who couldn't avail the aforesaid scholarship can apply for other scholarships. Refer Ordinances for Master programme for more details.	MHRD (As per rules and regulation of MHRD)
10)	Fellowship to stipendiary Ph.D. Students.	Ph.D. students are given a scholarship amount of Rs.25000 per month in the first 2 years and after the satisfactory review report they are given a scholarship of Rs.28000 per month. This scholarship is valid for 5 years. Refer Ordinances for Doctoral programme for more details.	MHRD (As per rules and regulation of MHRD)

National Scholarship Portal



Scholarship.up.gov.in



Scholarship Application: Steps

- Choose a suitable scholarship: You can choose multiple scholarships depending on your eligibility for application but have to accept only one. Remaining scholarships shall be returned. You have to give undertaking to the office of Dean (Student Welfare) for the same.
- Scholarship Application (Online/Offline)
- Verification at MNNIT Allahabad and Forwarding
- Verification by the concerned agencies
- Award of scholarship (If eligible as per guidelines of scholarship scheme)

Scholarship Application

Documents required:

- Aadhaar Card of the applicant
- Account number (linked to Aadhaar card)
- Copy of front page of passbook showing the account details
- Caste Certificate (If applicable)
- Latest Income certificate
- Passport size photograph
- Additional documents may be required depending on the scheme
- Documents related to academic credentials

Documents related to academic credentials

- 1. 10th Certificate for DOB
- 2. 12th Certificate (for fresh application)
- 3. Previous semester's verified result (for renewal)
- 4. Fee receipt of current semester
- 5. Fee Structure of the institute
- 6. Bonafide Certificate
- 7. Rank certificate (If asked by concerned agency)

Please email to <u>academics@mnnit.ac.in</u> to get documents at S.No. 3 and 5 to 7. Do not forget to mention your registration number, name, branch and semester.

Verification at MNNIT Allahabad

- All Scholarship forms are verified by Dean (Students Welfare) Office and then forwarded to concerned agency in Online/Offline mode.
- Submission of a copy of application form along with supporting documents is mandatory
- Due to Covid-19 situations, Hard copy of application form is not required.
- Online submission: Office of Dean (Students Welfare has created a Google form (https://forms.gle/isD3jWp7HhKZQgdW6).
- Student has to upload all relevant and necessary documents using Google form after applying for the scholarship.

Any question?

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Please email to us:
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Dean (Student Welfare): deansw@mnnit.ac.in

Dr. A.K. Upadhyay (Faculty In-charge, Scholarships) : ashutosh@mnnit.ac.in

Office of the Dean (Student Welfare): officedeansw@gmail.com

Mentorship cum Counseling

- It is often felt that sometimes we need help and we want to say something to someone but don't know whom to say.
- Sometime we move through lean patch and during this period everything looks bad and unpleasant.
- It may happen to any person and requires attention.
- Communication is a tool to cater with all these types of issues.
- If we are able to communicate, we can pass over this lean phase.

Mentorship cum Counseling Objectives and System

Following are the objectives of the system

- 1. To have a better interaction among the students with respect to academic and other personal issues [first year students in a particular group of mentorship structure may interact with seniors of II, III and IV year of the particular group]
- 2. To have a watch on our surrounding [in the class and hostel] such as to identify a student who starts becoming absent from the classes or his/her academic performance suddenly becomes poor or he/she starts to become aloof from his/her friends etc.
- 3. Helping junior students in his/her academics and other sensitive issues

Keeping view of this and to have better communication and interaction between students, a three stage student mentorship cum counseling system is started from session 2019-20.

Stage I

9 Final Yr students from each 9 B.Tech. branches

18 third Yr students from each 9 B.Tech. branches

90 third Yr students from each 9 B.Tech. branches

All First Students (A group will consist of 90 students)

A single group

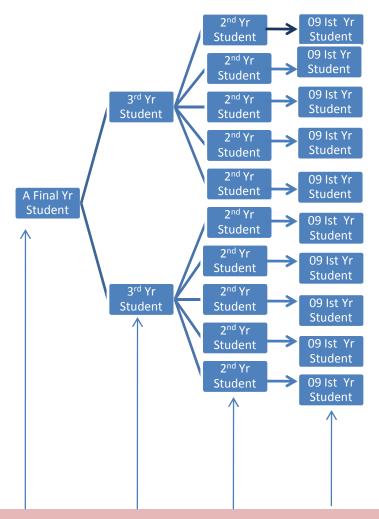
A single group will consist of:

01 final year student,

2 third year students,

10 second year students and

90 to 100 first year students



Members in a group will interact with each other on a Whatsapp group formed to fulfill the objectives of the programme.

Hostel Counselors [Please wait for second stage of mentorship cum counseling programme] will be also included in each heirachy.

Students Mentorship Program (SMP)

Contact Details of Mentor [B. Tech 4th Year]						
S No	Registration No.	Name	Mobile No.	E-mail		
	Biotechnology					
1	20170002	Gautam Suresh Moon	8400397718	gsm282828@gmail.com		
		Chemical	Engineering			
1	20179007	Saurabh Verma	8400352478	vermasaurabh1999@gmail.com		
2	20179002	Yogen Sood	9814489296	yogensood99@gmail.com		
		Civil Er	gineering			
1	20171038	Sushant Yadav	8604814856	sushant.mnnit2017@gmail.com		
2	20171071	Vishal	9799633797	vishal03@mnnit.ac.in		
3	20179049	Ankit Tripathi	7565842123	ankitkumartripathi@mnnit.ac.in		
		Electronics and Com	nunication Engine	eering		
1	20175131	Ankush Kumar Yadav	9140538223	ankush.20175131@gmail.com		
2	20175120	Apar Purwar	9001620118	purwarapar@gmail.com		
3	20175085	Kritesh Singh	9559893063	singh.kritesh1412@gmail.com		
4	20175066	Swayambhoo Manu	9807638270	swayam.ece007@gmail.com		
Electrical Engineering						
1	20172060	Arpit Singh	9079232217	arpitsingh5939@gmail.com		
2	20172054	Rahul Kesaravanee	9621734978	rahulkesaravanee111@gmail.com		
3	20172016	Shivam Tiwari	8447250415	tiwaryshivam.s@gmail.com		
Information Technology						
1	20178066	Chirayu Maheshwari	9521277671	chirayumaheshwari5@gmail.com		
2	20178080	Sanyam Singhal	8439475081	sanyamsinghalmnnit@gmail.com		
Mechanical Engineering						
1	20173113	Aniket Chhangani	9079904335	aniketchhangani@mnnit.ac.in		
2	20173130	Chandrama Patel	7985204412	chandramapatel021@gmail.com		

Stage II

- Each hostel has two or three hostel counselors
- These are nominated faculty members
- They visit hostels on weekends
- Communicate with students
- Try to get their problems and solve
- These hostel counselors will also be a member of the group formed in stage I

Stage III

Counseling by Professional Counselors

Dr. Kamlesh Tiwari

Professional Counselors

- ➤ You can join MS team named "Let's Talk" (code for joining the team is: "g689rxb" for counseling).
- ➤ You may take a prior appointment for an appropriate time slot by sending a message on the counselor's WhatsApp No.: 9454255216.

Professional Counseling

A. Online Counseling (Personal and Private)

− Timing : 10.00 AM − 12: 00 PM

– Day : Saturday

 For personal interaction to the professional counselor, you can Call him through Microsoft Teams

B. Online Counseling (Open counseling)

 The professional counselor also delivers motivational lectures, on topics such as "Methods to remove stress" and "Secrets of happiness" etc. to the students as per the following details:

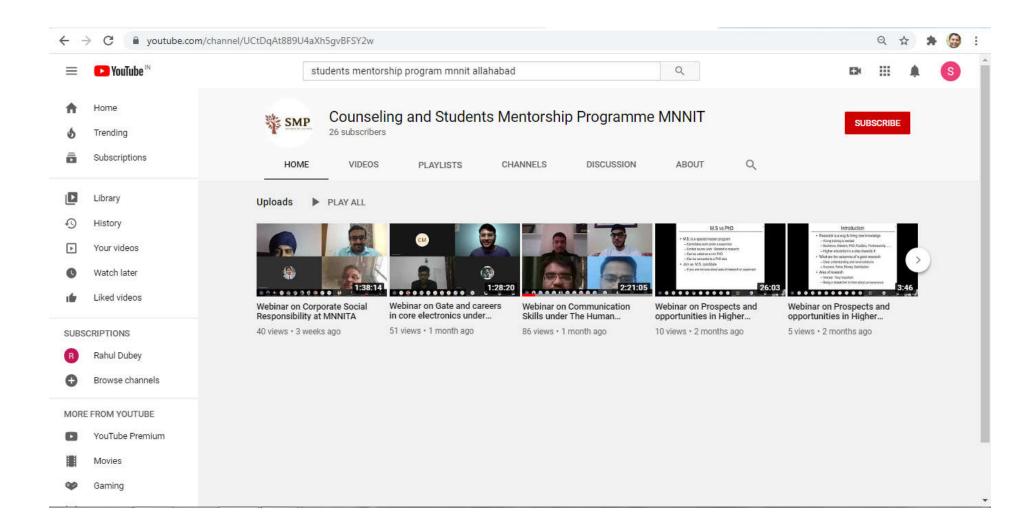
Timing and Days

- 10: 00 AM to 12:00 PM (Sunday)
- 6: 00 PM to 7:00 PM Tuesday

Human Library

- Human Library under Student Mentorship Program provide a platform to interact with Alumni of the Institute.
- A series of expert lectures are organized on regular interval (Approximately twice in a month).
- > Few topic in this regard are:
 - Graduate Studies in Foreign Universities
 - > Communication Skills
 - Corporate Social Responsibility
 - > GATE and Career in Core Electronics

SMP-YouTube Channel



Any question?

Please email to us:

- > Dean (Student Welfare): deansw@mnnit.ac.in
- Dr. Abhishek Kumar, Faculty In-charge, Counseling (Boys) : <u>abhishek@mnnit.ac.in</u>
- Dr. Vibhuti Tripathi, Faculty In-charge, Counseling (Girls):
 vibhuti@mnnit.ac.in
- Dr. Ashutosh Mishra, Associate Faculty In-charge, Counseling (Boys):
 <u>amishra@mnnit.ac.in</u>
- Office of the Dean (Student Welfare): officedeansw@gmail.com

Office of the Chief Proctor

The Proctorial Board headed by the Chief Proctor (disciplinary authority of the Institute) and ensures that the disciplinary rules are followed properly by the students of the Institute.

Basic activities of the Office of the Chief Proctor

Organizing students Counseling and communication with Students Parents/Guardians

 Dealing matters related to Students Discipline and Student Counseling

Issuing I-Cards and Character Certificate to the students

Dealing matters related to Students Discipline

- Maintaining discipline is very important in all aspect of the life and it is achieved by control, regulation, self-restraint, patience and courtesy.
- Motilal Nehru National Institute of Technology Allahabad, Prayagraj has also framed certain rules and regulations and students are required to follow those rules for making a healthy environment in the Institute campus and enabling them to become a responsible citizen of India.

Dealing matters related to Students Discipline

- B.Tech Students are supposed to follow the clause of discipline mentioned in the "Ordinances for Bachelors' Programme" [Clause 12 of CONDUCT AND DISCIPLINE].
- In addition, students are also required to follow the hostel rules mentioned in Hostel Booklet.
- Students are not supposed to keep any kind of motorized vehicle during entire period of their study at MNNIT Allahabad, Prayagraj.

12 CONDUCT AND DISCIPLINE

12.1 Code of Conduct

Each student shall conduct himself/herself in a manner befitting his/her association with an Institute. He/she is expected not to indulge in any activity, which is likely to bring down the prestige of the Institute. He/She shall also show due respect and courtesy to the Faculty Members, Officers and Employees of the Institute, and good neighborly behavior to fellow students. Due attention and courtesy is to be paid to visitors to the Institute and residents of the Campus.

12 CONDUCT AND DISCIPLINE

12.2 Disciplinary Actions and Related Matter

Violation of the Code of Conduct shall invite disciplinary action which may include punishment such as Reprimand, Disciplinary Probation, Fine, and Debarring from Examinations, Withdrawal of Scholarship and/or Placement Services, Withholding of Grades and/or Degrees, Debarring from Residency, Cancellation of Registration of the Semester and even Expulsion from the Institute. For indiscipline of a student in a class, the course instructor may (i) Debar him from few subsequent classes for which he shall not be liable to get relaxation in attendance/favourable consideration in mercy appeal, and (ii) Report the matter to Dean (Student Welfare) through Proctorial Board for necessary disciplinary action.

Proctorial Board

- A ten member Proctorial Board has been constituted to look into any act of indiscipline by the students.
- A student may be called to appear before the Board in case he/she has violated the rules and regulations of the Institute or tried to disturb the congenial atmosphere of the Institute.

Proctorial Board

Home Students Welfare Off	Chief Proctor Office		udent Corner Gallery	• J Logir
Welcome to port	For the case of concerned for	of Yoga classes and NSS work, a student will be rec the successful completion of the classes/work. r indicates days equivalent to one complete semes	•	om the official
About Chief Proctor Office	3110 331113313	,		
Discipline and Proctorial Board The constitution of Proctorial Board is as				
	1. C	hief Proctor & Dean (SW)	Cha	irperson
I-Card and Character Certificate	2. C	hief Warden (Boys)	Mer	nber
Certificate	3. C	hief Warden (Girls)	Mer	nber
	4. P	rofessor In-charge, Training and Placement Cell	Mer	nber
	5. C	hairperson, Women Grievance Cell	Mer	nber
	6. C	hairperson, SC/ST Cell	Mer	nber
	7. T	wo Head of the Department nominated by rotation for one year	Mer	nber
			Mer	nber
	8. P	roctor (Boys)	Wei	113-210

Corrective Measures/Punishments

S.No.	Number of Black Dots	Corrective Measures/Punishments			
	Awarded	Compulsory:	Optional		
1.	One Black Dot	 Warning Letter Yoga classes (one semester) NSS work (one semester) 	 Academic Probation (one month/one semester) Mention in Character Certificate Information to Parents 		
2.	Two Black Dot	 Warning Letter Yoga classes (one semester) NSS work (one semester) Academic Probation (one semester) Information to Parents 	 Mention in Character Certificate Temporary expulsion from the hostel 		
3.	Three Black Dot	 Warning Letter Yoga classes (for one semester) NSS work (for one semester) Academic Probation (one semester) Information to Parents 	 Mention in Character Certificate Expulsion from the hostel for one semester 		
4.	Four Black Dot	 Warning Letter Yoga classes (one semester) NSS work (one semester) Academic Probation (one year) Information to Parents Mention in Character Certificate 	 Expulsion from the hostel for one semester Debarred from the Campus Placement 		
5.	Five Black Dot	 Expulsion from the Institute Mention in Character Certificate Information to Parents 			

Undertaking for Prohibited Items



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Allahabad – 211 004, India

Undertaking for Not Purchasing/Possessing/Consuming Prohibited Items Effective from Session 2019-2020 _____ Registration No. ______, a student programme of the Institute hereby undertake that I will not possess/consume any type of prohibited items (alcoholic drinks, drugs, cigarettes, tobacco products or any other type of intoxication/smoking) inside the Hostel/Institute premises or enter the Hostel/Institute premises after consuming the same, during my entire study period in the Institute. I know that possession/consumption of prohibited items is strictly prohibited in the campus (including academic and hostel premises). If I am found purchasing/in possession of/consuming any type of prohibited items, strict disciplinary action may be initiated against me which may lead to expulsion from the Institute also. (Name of the Student) (Signature of the Student) Mobile No. of the Student: **Undertaking by the Parent/Guardian** I have read the undertaking given by my ward Mr./Ms._____ Registration No. a student of programme of the Institute. I will ensure that my ward will not possess/consume any type of prohibited items in the campus of the Institute (including academic and hostel premises) during his/her entire study period in the Institute. If he/she is found purchasing/in possession of/consuming any type of prohibited items, strict disciplinary action may be initiated against him/her which may lead to expulsion of my ward from the Institute also. (Name of the Parent/Guardian) (Signature of the Parent/Guardian) Relation with the student: Mobile No. of Parent/Guardian: E-mail of Parent/Guardian: Address of Parent/Guardian: _____

Undertaking for Motorized Vehicles



L-G'OŇOŇĚśŰ ŃON († ™)Ü-GŞİ OŚĒĐOŽ ŎŇOŠOZOĘ ŎŇOŠOZOĘ,- ├↑↑↑↑ │, / OŃO

Motilal Nehru National Institute of Technology Allahabad

Allahabad – 211 004, India

Undertaking for Not Keeping/Using Motorised Vehicle in the Campus

Effective from Session 2019-20 I _______ Registration No. _______, a student of programme of the Institute hereby undertake that I will not keep/use any type of motorised vehicle in the campus of the Institute (including academic and hostel premises) during my study period in the Institute. I know that keeping/using motorised vehicle in the campus (including academic and hostel premises) is strictly prohibited. If I am found in possession of or using any type of motorized vehicle, strict disciplinary action may be initiated against me which may lead to expulsion from the Institute also. (Signature of the Student) (Name of the Student) Mobile No. of the Student: **Undertaking by the Parent/Guardian** I have read the undertaking given by my ward Mr._____ Registration No._____ a student of_____ programme of the Institute. I will ensure that my ward will not keep/use any type of motorised vehicle in the campus of the Institute (including academic and hostel premises) during his/her study period in the Institute. If he/she is found in possession of or using any type of motorised vehicle, strict disciplinary action may be initiated against him/her which may lead to expulsion of my ward from the Institute also. (Name of the Parent/Guardian) (Signature of the Parent/Guardian) Relation with the student: Mobile No. of Parent/Guardian: E-mail of Parent/Guardian:

Address of Parent/Guardian:

Section D (Hostel Rules-32, 33 pg.11) in Hostel Booklet regarding Prohibited Items

- 1) Students are strictly prohibited from consuming alcoholic drinks, drugs, cigarettes, tobacco products or any other intoxicants or any form of smoking, inside the hostel/Institute premises or to enter the hostel/Institute premises after consuming the same. Even possession of such things is prohibited. Any student found purchasing/ possessing/ consuming/ indulging in the use of such prohibited items or is found in a drunken state in the hostel/Institute will render himself/herself liable for strict disciplinary action, including expulsion/ rustication from Hostel/Institute. Separate undertakings given at the end of hostel booklet need to be submitted before admission.
- 2) Students should be very careful and should not fall in any kind of temptation for any unlawful activities from outsider or person from inside the Institute. Rules of the Government of India for Narcotic Drugs and Psychotropic Substances Act, 1985 and its further amendments will be implemented strictly. Any student found to be in possession or having consumed prohibited items shall be immediately expelled from the Institute. Those involved in consuming prohibited items may be handed-over to the local Police by the Warden after informing the Chief Warden and Director.

Section D (Hostel Rules-37, 38 pg.12) in Hostel Booklet regarding Motorized Vehicles

- 1) Use of motorized vehicle in the Institute and hostel premises are strictly banned for the students. Any student not obeying the same will be severely punished and may be terminated even from the Institute. Separate undertakings given at the end of hostel booklet need to be submitted before admission.
- 2) As a measure of disciplinary action, following fines may be imposed on students regarding use/possession of motorized vehicles in the Institute campus (academic + hostel):
 - a) In the first case of use/possession of motorized vehicle
 - A fine of Rs 2500/-
 - b) In the second case of use/possession of motorized vehicle
 A fine of Rs 5000/-
 - c) In the third case of use/possession of motorized vehicle
 - A fine of Rs 10,000/- and the concerned student will also face the Poctorial Board

Thanks

Thanks