



PSIT COLLEGE OF HIGHER EDUCATION

Affiliated to Chhatrapati Shahu Ji Maharaj University, Kanpur (U.P.)

BBA & BCA

GUIDE BOOK

F O R S T U D E N T S

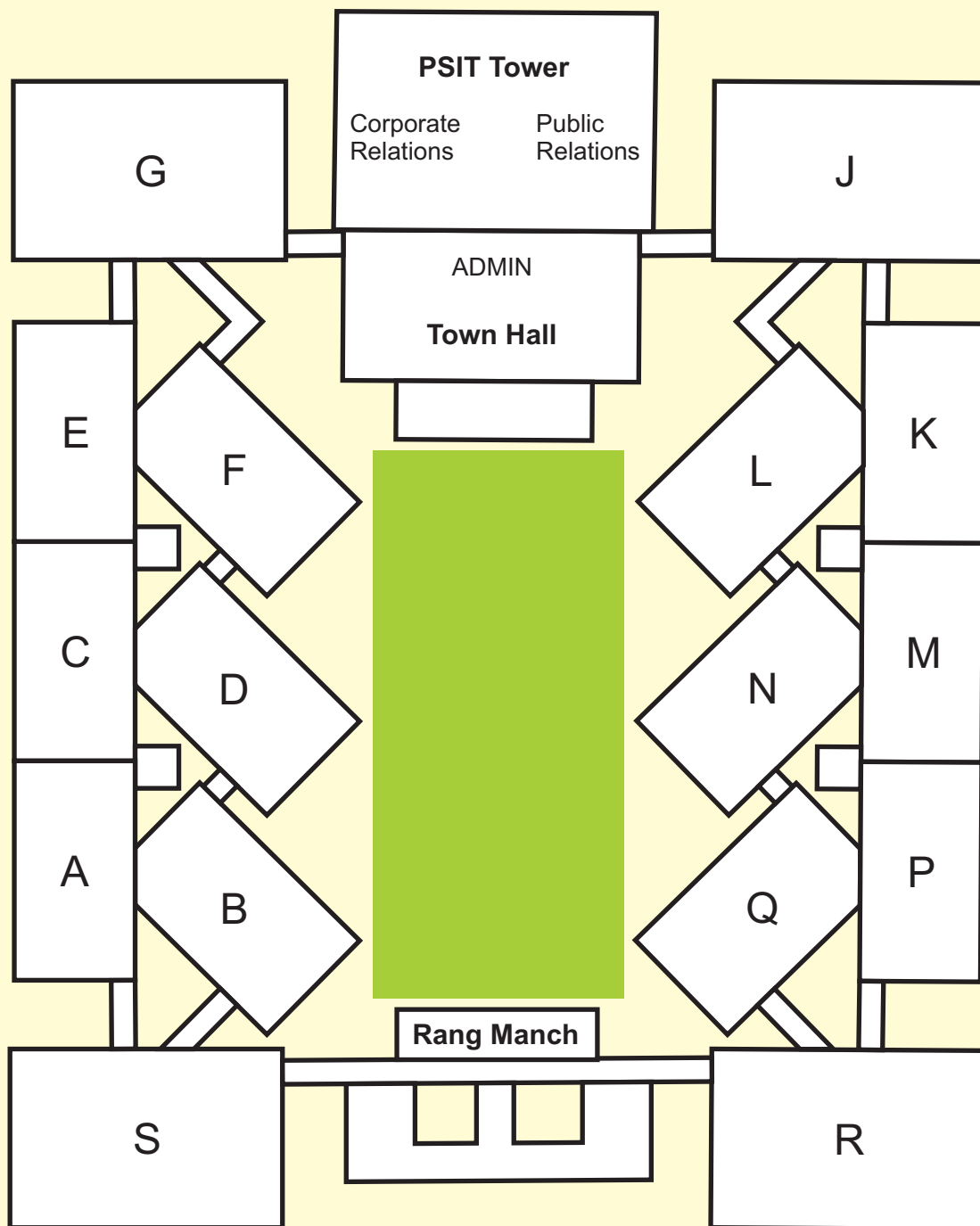
Academic Year : 2020-21



Students are advised to read this Guide Book thoroughly to follow the decorum of Institute

Campus is under 24x7 surveillance through CCTV cameras

Block-wise Map of PSIT



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Welcome Note

PSIT-CHE Kanpur welcomes you to our institute for the academic year 2020-21. We are happy to have you with us. We are excited to foster your academic strengths, personal growth and inspire your creativity.

In this Guide Book you will get introduced to the resources and services available at institute. We hope that the campus will be a comfortable place for you to study by taking advantage of the resources and services.

Quality Policy

We, at PSIT-CHE, are committed to providing the best quality of education and all-round personality development to our students in a congenial and competitive environment by using appropriate resources in order to have proficient graduates and post graduates at national & global levels. We are also committed to continual improvement towards infrastructure leading to future refinement in the quality of students, faculty and staff.

Our Vision

To achieve excellence in Professional and Higher Education and create an ecosystem for the holistic development of all the stakeholders through coordinated efforts.

Our Mission

To provide an effective environment for teaching-learning and innovation in order to transform our students into dynamic, professionally sound and socially responsible citizens with ability to adapt to the changing needs of the industry and society.

Roadmap to SUCCESS

PSIT-CHE looks forward to students to retain high standards of academic integrity. Students preparing to adopt a profession are expected to conform to a code of integrity and ethical standards corresponding with high prospects, which society shall place upon the observer of an honourable profession. To be a successful professional, the students are advised to pursue the pattern of Academic Plan of PSIT-CHE.

Two most important elements that summarize our evaluation system are the external and internal examination marks which together make 100 percent of the maximum marks. It is the only reason that all the students of the BBA and BCA under CSJM University, Kanpur are advised to persevere towards getting good scores in the Assignments, 1st and 2nd Class Tests, PU-exam and the University exam, in order to achieve a good profile career in national and international organizations of repute. Hence, it is important to score more than 70 percent marks on cumulative basis.

We are conducting pre-university examination similar to CSJMU exam pattern which is helpful to the students in securing good marks in the university examination conducted by CSJMU, Kanpur. It has been observed that the students, who score good marks in internal examinations, tend to secure high percentage in university examination as well. So, it is advisable that the students should follow this pattern of study to be successful.

Apart from the class tests / pre-university examination, there are four assignments and attendance also carry an extra weightage in assessment of sessional marks. Thus, it is expected from all the students to take these regular class assignments and their daily attendance very seriously.

In CSJMU the sessional marks, obtained in internal examinations, are added to the external university examination marks and it holds equally good for all the courses under CSJMU i.e. BBA and BCA. Thus, it is very important for the students to pay equal attention to secure good marks in internal and external university examinations which would help them in securing high percentage in final result.

On-Campus Facilities

- State-of-the-Art Infrastructure
- UP's only Centralized AC Campus
- 33KV (24x7) Uninterrupted Power Supply directly from Power House
- Air Conditioned Dining Halls for 1200 Boys & 600 Girls Separately
- Separate Hygienic AC Dining Halls for 1200 Boys & 600 Girls and Cafeteria
- RO Drinking Water Supply for All
- 24x7 Medical Facilities
- Wi-Fi Campus with Lease Line of 155 Mbps (STM-1)
- Indoor-Outdoor Games & Play Grounds
- On-Campus SBI Bank & Multiple ATMs
- Separate Luxurious AC Buses for Students & Faculty
- Centralised AC Library Equipped with Digital Access
- Hi-Tech Laboratories, Equipped with State-of-the Art Equipments
- Solar Rooftop PV Systems
- State-of-the-Art Auditorium with 1300 Seating Capacity
- Aptitude Training & Personality Development Programs
- Start up Center for PSITians/PSIT Alums.
- Innovation & Incubation Center for PSITians
- Hi-Tech Computer labs having more than 1600 Computers
- Divyang-Friendly Access

Student Honour Code

(An honour code is a set of rules or principles governing students of PSIT-CHE Kanpur that define what constitutes honourable behaviour. The use of an honour code is a resolve that people within the group are trusted to act honourably. Those who violate the honour code can be subject to various sanctions, including the extreme step of expulsion from the Institution.)

I, the student of PSIT-CHE Kanpur pledge that I will always uphold the honour code as under:

1. I undertake to conduct all activities - academic, research, and extracurricular in a manner that shall only enhance the prestige of PSIT-CHE Kanpur.
2. I will not lie, cheat, steal, or tolerate those who do, but report it to the authority.
3. I affirm that I will uphold the highest principles of honesty, integrity in all my endeavours at PSIT-CHE Kanpur and foster an atmosphere of mutual respect within and beyond the classroom.
4. I shall show due respect and courtesy to the teachers, administrators, officers and employees, and good neighbourly behaviour to fellow students as it enhances the prestige of the Institute.
5. I shall pay due attention and courtesy to visitors of the Institute and residents of the campus as it enhances the prestige of the Institute.
6. I shall observe a decent civilized dress code as it enhances the prestige of the Institute and myself.
7. I know that smoking and consumption of alcoholic drinks are strictly prohibited.
8. I know that ragging in any form is a cognizable offence and is strictly prohibited.
9. I know that the students are required to update themselves with Notices, Circulars, revisions etc. regarding the rules if any from time to time informed through Email/ Website/ Notices.

"On all my work, my name affirms my Honour".

Attendance Policy

- Students are expected to attend all the lectures, tutorials, practical, training classes and other prescribed curricular and co-curricular activities. However, attendance (AT) can be condoned up to 25% on medical grounds or on other genuine inevitable reasons beyond the control of the students. As per the norms of the institute, 95% attendance is mandatory.
- Relaxation in attendance cannot be claimed as a matter of right. Those availing the relaxation can only do so after seeking prior permission from the competent authority.
- All types of delegations will be awarded only to those students whose attendance is above 75% in academic attendance.
- Students are advised to maintain their 95% attendance for obtaining full AT marks in each subject.
- Those students, who fall sick casually, need to send an e-mail beforehand to their coordinators about their absence due to medical reasons. However, such students will submit all necessary medical documents (such as medical certificate, prescription and fitness certificate etc. from a competent doctor) within three days of joining back to their classes.
- Absence from class tests / pre-university examination / assignments / quiz or tutorials / training sessions will disqualify the students from internal assessment.
- There is no provision for going out of the institute from 09:00 AM to 04:50 PM without the permission of the competent authority. The request application should first be recommended by the concerned HOD / Warden (if hosteller) as the case may be. Otherwise, it will be treated as absent for the whole day. For going out of the campus due to unavoidable reasons, students should approach the Admin Office and apply for an online gate pass as per defined procedure.

Code of Conduct

Rules and regulations are basically meant for students' community to follow certain degree of discipline to ascertain maximum freedom.

GENERAL INFORMATION

1. Students must reach their lecture halls five minutes before the scheduled time.
2. Students are required to wear I-Card inside the campus from entry to exit of the academic building.
3. Use of cell phones is not allowed in classes/labs.
4. Students are allowed to avail the facility of library, internet and canteen during free hours only.
5. Only standard books recommended by the institute are allowed. Students are advised not to use substandard guides, books or solved papers.
6. Students should keep themselves informed with the latest updates on the notice boards/e-mails/ERP.
7. Students can see the answer sheets of internal exams. In case of discrepancy, respective faculty member should be approached.
8. The students are strictly advised to observe the traffic rules as per Motor Vehicle Act. Not more than 2 persons are allowed on 2 wheelers in campus, and are required to put helmets. Apart from this, students must carry the legitimate and valid driving licence either coming by 2-wheeler or 4-wheeler and ensure that they are covered under Comprehensive /Third party insurance.
9. The students are advised not to do rash / negligent driving in the institute campus and maintain the speed limit as specified. They are also advised to park their vehicles at the allotted parking space Usage of Power Horn is strictly prohibited.
10. Any kind of eatables and drinks are not allowed during the teaching hours in class rooms. However, students may carry their own water bottles.
11. Students are expected to maintain high standard of decorum and should avoid using filthy language, derogatory slogans and are also advised to refrain in being a part of any conflict with other students.
12. Ex-students/outsideers are advised to seek prior permission before entering in the campus.
13. Avoid misuse of dusters, chalks and white board markers.
14. Care must be taken while using institute's property like furniture, fixtures, computers, lab equipment, etc.
15. No indecent remarks should be written on the green/white boards, on walls or on any other fixtures.
16. Students are required to wear presentable clothes during and after working hours including public holidays at campus/while entering institute premises.
17. Students should always wear shoes for protection.
18. No student will miss any class for any reason(s), except in case of medical emergency.
19. Hooting and shouting of slogans inside the campus is strictly prohibited.
20. Students are expected to give due respect to the members of faculty / staff and all other students in and outside the campus.

KEEP YOUR CAMPUS "CLEAN & GREEN"

- The consumption of pan-masala, tobacco, alcohol or smoking etc. is strictly prohibited.
- Always use dustbins for waste paper, peel-offs, etc.
- Keep your campus garden clean and keep away from plucking of flowers and leaves etc.
- Avoid walking on the green-lawns without any reason.
- **Spitting in the campus is not permitted at any cost.**

Fee Submission

- The fee for each academic year must be deposited latest by 20th July.
- Students can use SBI collect service for depositing their fee through www.onlinesbi.com
- Students must clear all their dues before the commencement of the university examination.
- Mode of payment - cash / demand draft (in favour of 'PSIT-CHE COLLEGE OF HIGHER EDUCATION' payable at Kanpur) or SBI collect service (cheques shall not be accepted).

Avail SBI collect service facility to avoid inconvenience and theft / loss. Details are available on our website: www.psitch.ac.in

Hostel

Hostel is a place where you can feel at home away from home. Each hostel has chief warden, warden and caretakers for the guidance and care of the hostellers. Refer to the notice-board regularly to keep yourself abreast of the latest news. So, make your stay comfortable by adhering to following:

CODE OF CONDUCT

1. The allotment of rooms to the applicants will be made by the chief warden / warden. The hostellers are not permitted to change their rooms once occupied without the written approval from the chief warden.
2. Allotment of room after 2nd year will be done during the period from 15th May to 10th June.
3. Care must be taken of all properties of the hostel. Any shortage and damage etc. will have to be compensated by the students of their respective rooms / floors and blocks individually / collectively.
4. Avoid keeping valuables and excessive cash etc. in the hostel.
5. All personal belongings should be kept in the allotted cupboard during home visit.
6. Any emergency, theft, loss and mishappening etc. should immediately be brought to the notice of the hostel authorities.
7. Hostel authorities are fully empowered to unlock the room in case of any emergency without any responsibility of private belongings.
8. Hostellers are advised to refrain from allowing any guest / relative or day scholar in the room, to avoid expulsion.
9. Relatives are allowed in the common room only.
10. Hostellers are not allowed to stay in the hostel during academic hours. Also, they are not supposed to visit their rooms in recess period for any reason.
11. Electrical gadgets like heater, iron, blower and audio system are not permitted in the rooms except laptops, cell phones, chargers and mosquito repellent.
12. Laundry is compulsory (one pair of clothes / one bed-sheet / one towel per day), except undergarments, handkerchiefs and socks.
13. Hostellers are expected to maintain a peaceful atmosphere while listening to music or conversation over phone so that comrades are not disturbed.
14. Arrangement should be made at its own for religious activities like observing fast etc.
15. Birthday celebrations are to be celebrated in the common room / canteen with prior permission.
16. Participation in sports activities is compulsory.
17. Ensure that the doors and windows of AC rooms are closed while AC is ON.
18. Consumption of tobacco, cigarette, alcohol or any other form of drug is strictly prohibited. If found, student shall be expelled from the hostel.
19. Students are advised not to visit Ganga Ghats/Ganga Barrage / river sides, canals, nallah or any other such place for bathing, picnic, photography or boating etc.
20. Hostellers are not allowed to use bus facility except by those hostellers who have paid a Bus Fees for commuting during University examination days.
21. Students with less than 90% attendance and less than 60% marks in their academics may not be allowed to avail hostel facility.
22. Students must vacate their rooms during summer vacations and handover the keys to hostel authorities.
23. While leaving the hostel, at the end of the academic year, all the furniture and fixtures in sound condition are to be handed over to the hostel warden and no dues certificate should be obtained.
24. Negligence of hostel code and conduct may cause hostel expulsion and in this case hostel fee will neither be refunded nor adjusted.
25. Regular absentees from classes, class tests, pre-university or university examinations or students performing poorly in these assessments may not be permitted to continue to stay in the hostel. In other words, admission and continued stay in the hostel depends upon good behaviour and conduct.
26. If a student is suspended / expelled from the Institute for any reason, he / she should immediately vacate the hostel on the same day. His / her continuance in the hostel will be treated as unauthorised occupation.
27. The hostel rooms are subject to inspection by the institute / hostel authorities to make sure that they are kept neat and tidy and no unauthorized items are kept in the room.
28. All hostellers have to be present in their respective rooms and keep the rooms open between 10:00 pm and 10:30 pm every day (except Sunday) to enable the wardens / care takers to take the attendance.
29. Gambling in any form such as playing cards (even without money at stake) is not allowed.
30. If any hosteller is found indulging in any form of instigation / intimidation / threat to any other hostellers, he / she will be asked to vacate the hostel forthwith.
31. Collection of donations for any purpose (religious / otherwise) is also strictly prohibited.
32. When leaving the rooms for attending classes or for vacation, etc., fans, electrical gadgets, lights etc., should be switched off. Glass windows are to be closed securely.
33. Walking along staircases, corridors etc. should be silent, gentle without creating nuisance / noise to fellow hostellers.
34. Alarm clocks should be switched off, when not in use. There have been instances when students have set the alarm and gone on long leave, and some of them ringing for hours and spoiling the peace of fellow hostellers.
35. Water should be carefully used and not wasted.
36. Wrong entry, improper / lack of entry in exit register, signing on behalf of another person, tampering with the entries, proxy attendance and misguidance of any nature are punishable. In case of any quarrel between or among roommates, it should be reported to the warden for appropriate action.
37. English newspapers and magazines are provided in each hostel. Hostellers are requested to make best use of them.
38. There is a provision to subscribe to the newspapers / magazines to be delivered in the rooms. Hostel superintendent / additional superintendent may be contacted for further details.
39. Hostellers coming to the hostel after the gate closing hours without prior permission or without valid reason would be penalized. Regular late comers will not be allowed to stay in the hostel.

MEDICAL

1. First-aid facility is available to the regular students inside the campus.
2. In case of any contagious disease, like chickenpox, measles etc; the wards will have to rush to their homes immediately and stay there until they are fit to re-join.

LEAVE

1. Leaving hostel without prior permission is punishable.
2. Inmates are not supposed to stay at local guardians' place on a day gate pass.
3. As a matter of general policy, hostellers (girls) are allowed to go out once in a week on Sundays/Holidays and can either go home or at local guardians' place once in a month and that too with prior permission.
4. As a matter of general policy, hostellers (boys) are allowed to go out locally thrice a week in the evening. However, they are required to return back to the institute hostel positively by 9:00 PM on the same day. They can go home or local guardians' place once in a month only and that too with prior

permission.

5. Students can not avail any leave to attend any function or wedding of their kith and kin during the academic session without prior permission by academic authority.

DINING HALL

1. Inmates are advised to occupy the tables in a proper serial order and not in a scattered way.
2. Any grudges against the quality or quantity of food should be reported to the concerned hostel warden / care takers.
3. Only hostellers are allowed to use the mess facility.
4. Misbehaviour with mess or hostel staff is punishable.
5. Wastage of food is a social evil – avoid it.
6. Dining hall furniture like chairs, tables, etc., and utensils like stainless steel tumblers, plates, spoons etc., are not to be taken out of the dining hall. If anyone is found taking these dining hall properties out, he / she will be suitably penalized.
7. The hostel kitchen is strictly "Out of Bounds" for the students.

HOSTEL ALARM	FROM	TO
Internet Facility (on All Days)	5:00 AM & 5:00 PM	7:30 AM & 12:00 Midnight
Bed Timings	12:00 Midnight (max)	6:00–6:30 AM
Day Outing Timings (for Girls) Sunday/Holiday	9:00 AM	6:00 PM
Day Outing Timings (for Boys) Sunday/Holiday	9:00 AM	8:30 PM
Breakfast	7:30 AM	8:50 PM
Lunch	12:50 PM	1:40 PM
Evening Tea	4:55 PM	6:00 PM
Dinner	7:30 PM	9:00 PM (max)

For any queries related to hostel, girls can contact at gh@psit.in and boys can contact at bh@psit.in

THE MESS IS UNDER SURVEILLANCE THROUGH CCTV CAMERAS

Transportation

AC BUS FACILITY

- Students availing the bus facility must deposit their bus charges at the time of registration in each year, failing which they will not be allowed to avail the same.
- Bus facility is for the whole year only. However, it can be withdrawn within 15 days from the date of registration with deduction of 10% of annual bus charges. After completion of 15 days, bus charges will not be refunded.
- I-Card must be shown to the bus attendants before boarding the bus, failing which he / she will not be allowed to board the bus.
- Students should consider it mandatory to board the bus on time and the bus will not wait in any circumstances. The students should be supportive to the bus staff for the desired convenience.
- Students attempting to use bus facilities without paying bus charges shall be charged penalty for whole months bus charges or as deemed fit by the management.
- Hostellers or unauthorized day scholars are not allowed to claim bus facility.
- During non-routine days (on account of special events, examination etc.), the bus routes can be modified and students will be intimated accordingly.
- On account of unforeseen circumstances / emergencies, in case the bus is not available for the route, students will have to make their own arrangements to travel and no alternate arrangements shall be made by the institute.
- Though due care is taken by the institute, no student can make any claim on the institute in case of any accident / mishap.

Library Rules and Regulations

WORKING HOURS & HOLIDAYS

Monday to Saturday : 08:00 am – 08:00 pm

Sunday & Holiday : 09:00 am – 02:00 pm

IMPORTANT NOTICE

Library hours can change as per schedule of university examination and the change is displayed on notice board.

The library shall remain open on all days except national holidays.

ISSUING BOOKS & PENALTY:

Issuing Books:

- 2 books shall be issued at a time for 10 days only (Macro A/C).
- Once a book is issued, it shall not be re-issued for next 10 days in continuation (Macro A/C).
- Books are issued in accordance with the respective syllabus for the whole semester.
- Books issued should be returned within 5 working days after last date of university examination.

Late Fee:

- Rs. 10/- (per day per book) will be charged, if the books are returned after 10 days from the issuing date. (Macro A/C).
- The information regarding fine imposed will be displayed on the erp.psit.in as well as on the login of library collectively by the 10th January (for Odd semester) and by 15th June (for Even semester) of each session.
- The students are required to contact accounts department time to time to know the amount of penalty charged and as per norms, deposit the same in the accounts department, before the commencement of next semester or the given date.

GENERAL RULES

- The students are responsible for the proper upkeep of the books / reading materials of the library. In case of default, penalty in the form of a new book / reading material of recent publication will be imposed on them. In case of loss of book(s), cost of book(s) shall have to be deposited within a week's time failing which an amount equal to double of the cost shall be charged. However, if the lost book is returned, then the late fee amounting to not more than 50% of the cost shall be charged.
- The current edition of the periodicals and the journals along with reference books like encyclopaedias, dictionaries, and the rare books will be provided for reading in the library premises only.
- It is mandatory to observe silence and congenial atmosphere in the library. Any student violating this would be debarred from using the library service for further reading purpose.
- Cell phones, ear-phones etc. are strictly prohibited in the library premises. Only Laptops are allowed.
- Students are advised to keep their personal belonging at the entrance of the library under supervision of security personnel and CCTV cameras to avoid loss, theft and damage.
- Any kind of marking, underlining, clipping of books is absolutely forbidden. Readers shall be held responsible for any damage done to the book belonging to the library and shall be required to replace such book or pay the value thereof.
- Absence from the institute will not be allowed as an excuse for the delay in the return of books.
- Under special circumstances, the librarian may refuse the issue of books or recall the books already issued from any member without assigning any reason thereof.
- The library may accept donation of manuscripts, books, periodicals etc. from the donors. Such donations once accepted will become the absolute property of the institute.

Note: The above rules are intended to regulate the use of library resources and will be reviewed periodically to meet the changing needs. Any changes in the rules, instructions and information will be notified on the library notice board.

THE LIBRARY IS UNDER SURVEILLANCE THROUGH CCTV CAMERAS

Training @ PSIT-CHE

PSIT-CHE understands the need for enabling its students on subjects beyond the curriculum and actively engages all students in various training programs throughout their tenure in the institute. The comprehensive training program at PSIT-CHE is handled by in-house experts, faculty members and expert trainers from outside. It is provided free of cost to all students.

In order to provide the students an all-round exposure, the training programs at PSIT-CHE are categorized into two major divisions - technical training and corporate training. While the technical training program focuses on the technical topics that are outside the university curriculum, the corporate training focuses on the verbal and analytical abilities of the students that are important for qualifying written tests and interviews conducted by recruiters.

TECHNICAL TRAINING: The major objectives of the technical training program are:

1. Cover the gaps between the industry needs (as specified by our recruiters) and the academic syllabus
2. Prepare students for their recruitment and other interviews and tests
3. Boost confidence of students through enhanced skill development programmes
4. Keep students abreast of the latest technologies to keep them globally competitive

The technical training program at PSIT-CHE starts as soon as the students join the institute and continues throughout their tenure in the institute. The subjects and their coverage increase in complexity and content as the student progresses so that it is easy for them to grasp and retain the knowledge.

In order to ensure compliance and to measure progress, the technical training schedule includes three tests on the subject being covered in each semester. The marks obtained in these tests are compiled for analysis and feedback to the trainee. These marks also contribute towards a percentage of the internal 'general behaviour' marks awarded to the student in each semester. In addition to the 'tests', the training programs also include regular quizzes, assignments and mock interviews to ensure all-round learning. Attendance is compulsory in all training courses and is counted towards calculation of overall attendance. Regular absenteeism will not be tolerated and will be dealt with due seriousness.

TECHNICAL MODULE FOR BBA:

- MS Office Suite
- Advance Excel
- SAS / SPSS / R-Lab /Tableau
- Company-specific technical training

TECHNICAL MODULE FOR BCA:

- C, Data Structure & Programming Techniques
- Advance Java
- Python
- Web Technologies
- Company-specific technical training
- Google Cloud

CORPORATE TRAINING:

The corporate training program at PSIT-CHE has been devised keeping in mind the important role professional training plays in preparing and positioning our students at global workplace. Based on a thorough training needs analysis, an elaborate plan has been prepared with the objective of effectively bridging the gap between competence and ability of our students.

All our training modules have been carefully designed, developed and integrated into the regular courses. Training is delivered by a dedicated team, comprising of industry-experts and professional trainers who work all year round by teaching, training and mentoring the students throughout their course of study.

Our 'Placement Training', essentially, focuses on the following identified thrust areas:

- Verbal Ability
- Quantitative Aptitude
- Verbal Reasoning
- Linguistic Aptitude
- Logical Reasoning
- Non-Verbal Reasoning

In addition to the above, we provide 'Personality Development Training' (soft skills training) which includes the following areas:

Our 'Placement Training', essentially, focuses on the following identified thrust areas:

- Self-Awareness
- Communication Skills
- Group Discussions
- Goal Setting
- Presentation Skills
- Leadership
- Interpersonal Skills
- Life Skills
- Creativity
- Decision-making
- Positive Attitude
- Listening Skills
- Facing Job Interviews
- Time Management
- Speaking & Writing Skills

Experiential learning techniques are used extensively and students are made to face real-life situations as part of their learning. Regular mock tests, competitions, performance evaluations, feedback sessions, etc. are integral part of our training strategy.

Placement

The centre for 'Corporate Relations' continuously makes efforts to develop skills and employability quotient in the students. Students are trained on the latest technologies used in the industry from the very first year to make them industry-ready by the time they reach the final year. Therefore, it is the responsibility of the students to ensure that they take full benefit of the training and placement programmes introduced to them by the institute so as to get placed with their dream companies.

- The eligibility criteria of all renowned companies is 60% and above in class 10th, 12th and 65% and above in BBA/BCA/LAW Hence, students are advised to obtain this.
- Placement assistance will be provided to students who have secured minimum 60% aggregate marks in the respective courses being pursued in PSIT-CHE. Therefore, students are advised to maintain their academic percentage above 60% from the first year itself.
- Most of the companies' eligibility criteria state that students should not have a backlog. So, clear all your papers. If at all you end up getting a backlog, please clear it as soon as possible.
- Companies base their selections on the technical knowledge that a student possesses. Here your seriousness towards your course curriculum, projects, summer training and technical training will be brought to fore.
- Some companies give equal weightage to communication skills and technical knowledge. Pay attention towards enhancing and improving your spoken and written English skills from the very first day.
- All the information regarding placement is uploaded on the placement portal of erp.psit.in and students are sent messages on their mobile phones. Along with this, students can clarify their doubts online on the CR-Wall. Connect with us on Facebook (PSIT Corporate Relations) to know the latest buzz in placements. It will keep you updated about the kind of companies that visit our campus.
- Students are advised to check the placement portal daily for any updates related to the centre for Corporate Relations. Please do not change your contact numbers so that you receive all the messages that are sent to you. Choose one mobile number and keep it throughout. Do not keep jazzy usernames for your e-mail id which you use to communicate with the institute. The email id which you upload on the placement portal is the one which is sent to the companies by us. Keep a formal username like: pravin.kumar@domain.com

We suggest you to read newspaper daily and watch news channels. Please keep yourself abreast with the corporate news.

These are some important tips that will help you achieve a dream job. This will make us and your parents feel proud of you.

IT/Network Cell Guidelines

- All hostellers have to register their LAPTOPS for accessing internet at IT / Network Cell. Day scholars can access internet only in LABs, special permission will be granted for project work / important work.
- Mobiles, iPADS, Tablets or other Wi-Fi enabled devices will not be registered for internet access.
- Any student caught with illegal, irrelevant or any other notorious web surfing will be penalised as per rules.
- Hostellers can avail internet facility between 5:00 AM and 7:30 AM & 5:00 PM and 12:00 Midnight.
- All students have to register their problems related to IT/Network at HELPDESK through class coordinator.
- Students can see or monitor their attendance, internal marks, time table, notices, etc. by accessing institute portal - erp.psit.in



Ragging Free Campus

संस्थान में रैगिंग में पकड़े गए छात्र/छात्राओं को संस्थान से निष्कासित किया जा सकता है जिसकी जिम्मेदारी स्वयं छात्र एवं छात्राओं की होगी। संस्था द्वारा निर्धारित कोड से भिन्न यदि कोई छात्र समूह द्वारा कोई अनौपचारिक कोड विशेषकर प्रथम वर्ष के छात्रों हेतु बनाए जाने की बात प्रकाश में आती है तो उसके विरुद्ध कार्यवाही की जाएगी। छात्र/छात्राएं रैगिंग संबंधित शिकायत, Complaint Box (शिकायत पेटिका) डाल सकते हैं। इन पेटिकाओं में से प्राप्त शिकायतों की जाँच कराकर यथोचित कार्यवाही/निराकरण कराया जाएगा। रैगिंग एक सामाजिक बुराई है। रैगिंग छात्र का मानसिक एवं शारीरिक उत्पीड़न है। अतः यह अवांछनीय है और इसे समाप्त होना चाहिए जिसके लिए सभी का सहयोग अपेक्षित है।

Institute has ZERO tolerance to ragging.

Ragging is any act which violates the dignity of the individual student or is perceived to violate his/her dignity.

Ragging is banned: A Social Evil and a Criminal Offence

Ragging is prohibited as per the directions of Hon'ble Supreme Court of India and as per the guidelines issued time to time, by UGC & All India Council for Technical Education, Govt. of India, and Department of Technical and Professional Education, Govt. of UP. It is also prohibited and punishable under UP. Prohibition of Ragging in Educational Institution Act, 2010.

Thus, if any student is found involved or guilty of ragging and or abetting ragging, actively or passively or being part of conspiracy to promote ragging in any form, or found involved in any other type of indiscipline activity he/she shall be liable to be penalised depending upon the nature and gravity of the offence, as established.

Please also refer to Anti-Ragging Guidelines booklet and Anti-Ragging link on www.psitche.ac.in

ARBITRATION

For any dispute arising out of the infringement of the rules, venue of arbitration shall be limited to the jurisdiction of Kanpur city only.

COVID PROTOCOL

1. Strict protocol as per COVID 19 pandemic will be followed for screening, wearing mask, frequent use of hand wash/ use of hand sanitizer and maintaining social (physical) distance.
2. If any student is not wearing face mask, he/she will not be permitted to enter the campus.
3. Students are advised to carry one pocket sanitizer with them all the time.
4. Students will be required to submit a consent form co-signed by the parents on first day of their arrival at the institute.
5. The classes will be conducted in smaller groups/batches.
6. In case of any medical issue, immediate medical assistance will be available in the campus 24 X 7
7. The academic plan is subject to changes as per the condition of COVID-19 pandemic and guidelines issued by Ministries of Health, Home and Education department.



HELPLINE TOLL FREE
+91 767 099 8888, 1800 180 2233

www.psitche.ac.in