



**SHARDA**  
**UNIVERSITY**  
*Beyond Boundaries*



# STUDENT HANDBOOK 2023-24

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## WELCOME NOTE FROM DIRECTOR-ADMISSIONS

Dear Sharda University Student,

Welcome to India's truly global university.

You have chosen to attend a premier university in India, which is nationally recognized for its research and global standards in academic programmes. I am sure that you will be delighted with your decision to pursue your higher education here.

At Sharda University, you will be taught by some of the best professors from India and abroad. You will study in a dynamic campus, close to the historical city of New Delhi, with access to all the recreational and social opportunities. We are aware of the mixed feelings of excitement and anxiety that you might be experiencing now and will experience as you settle here in Greater Noida. My team warmly welcomes you and will continue to support you in your adjustment at Sharda University campus.

Please stay in touch with us over the next few weeks. Do not hesitate to ask us any questions that you might have.

Once again, congratulations and welcome to the Sharda Family.

Sincerely,

**Rajiv Gupta**

# STUDYING AND LEARNING AT SHARDA UNIVERSITY



At Sharda University, we understand that the transition to university level study can be difficult. To assist you in developing the study skills necessary to successfully complete your programme, Sharda University offers a variety of support services.

Our choice based credit system will make your studies more relevant to you. There will be instructors to help you to address any concern you might have about your progress in the course. The small class size with AC, equipped with state-of-art facilities, fully Wi-Fi campus and specialised instruction will help you improve your skills. Meetings with academic advisors will happen throughout the semester as well. Your mentors would always guide you and make your journey easy & smooth.

## THINGS TO DO:

### In campus-

- You can play Football, Cricket, Basketball, Volleyball, Tennis, Table Tennis, Yoga & Gym in the campus.
- You can also join various Societies/Clubs like:-

**Sports Clubs-** Athletics Club, Badminton Club, Basketball Club, Cricket Club, Football Club, Table Tennis Club, Volleyball Club

**Cultural Societies/Clubs-** Dance Club, Diversity Club, Dramatic Club, Fine Arts Club, Literary Club, Music Club, Yoga & Meditation Club

**Technical Societies-** Robotic Club, Language Club, Computer Society of India, IEEE, IETE, NPTEL Greater Noida Chapter

**NGO (Kartavya)-** An NGO to educate & help the poor children

### In Town Area-

- Swimming, Golf, Billiards, Snooker, Shopping in Malls, Eating in world-class restaurants, Watching movies in multiplexes.

# ADJUSTING TO LIFE AT SHARDA UNIVERSITY

## CULTURAL ADJUSTMENT:

When you start your programme at Sharda University, it would be necessary to make a cultural adjustment also. It is also very normal to miss your old friends, your family and your home. Sharda University community will be here to help you to settle down. The Facilitation Cell is totally dedicated to this cause. You may contact us at:- **facilitation@sharda.ac.in**

Here are some of the ways by which you can help yourself to culturally adjust here:

- Be aware that you may experience some sadness or home sickness in the initial days.
- Have a tolerance for diversity and differing opinion. Remain open minded, flexible and adaptable. Try to suspend judgment until you have looked for the logical reasons behind differences. Be objective and perceptive.
- Stay busy. Get involved with activities at Sharda University campus. You may even find out that you can continue with the same sports or hobbies you did in your home city.
- Focus on the positives of Sharda University.
- Keep up your self-life confidence. Believe that you can do it and keep in mind your strengths and the advantages you will have here to excel in your life.

## LIVING WITH A ROOMMATE:

If you have never lived with a roommate before, there will be an adjustment period after you first move in. Don't worry; living with a roommate can be a lot of fun.

Here are some hints to living with a roommate:

- **Be friendly**- If you are nice and friendly to your roommate it is likely to be reciprocated.
- **Be understanding**- Try to see the motives behind your roommate's actions and help if you can.
- **Sometimes give your roommate some peace and quiet**- It's great to have a conversation, however everyone needs time to be alone and of course, to study. Make sure you are supportive of that.
- **Do not use your roommate's belongings**- If there is something that you would like to use, ask!
- **Keep it clean**- Help them to keep the room clean, as no one wants to live in filth & dirt.
- **Talk it out**- If you are having a problem with your roommate, always remember that good relationship with your roommate will require some give and take. Discuss and try sorting the faults out.
- **Treat your roommate as you would like to be treated**

## SHARDA UNIVERSITY ANNUAL EVENTS

We hope that your tenure here would prove to be amongst your best years of life. The University would try its best to provide you with world class education along with a myriad of activities, designed to groom you as an all-round professional. The details are listed below.

### **FRESHERS**



Freshers joining at Sharda University will have to go through an orientation programme to familiarise themselves with the functioning of the University. It helps in:

- Providing information on respective roles of students and teaching staff
- Providing information on who staff are and where their offices are located
- Helping to create an environment where students are encouraged to speak about their needs and seek appropriate support
- Advising on different approaches to teaching and learning

Once you are familiarised & start your classes, get ready for the most awaited evening the **“Fresher’s Party”**. It’s an event of Fun & Floric, Activities, Music, Dance & knowing each other. So gear up for the fresher’s party ahead with the best of your attires. Be prepared to showcase your talent on the stage too.



## CULTURAL FEST-CHORUS

Chorus is Sharda University's biggest "Annual Cultural Festival" and has established itself as a legacy where everyone looks forward to coming together, be it competing or enjoying. Offering a rich blend of events, Chorus promises an exuberant garland of cultural diversity, learning and never-ending entertainment. Last year, Chorus saw footfall of over 45,000 students. There were 32+ events, ranging from different categories such as Music, Dance, Theatrics, Literature, Art, Fashion, Strategy, Sports, Photography and many more. This year, Chorus promises to be a bigger extravaganza with a plethora of events designed to bring out the best in every student.

In the previous years, Chorus saw extremely talented singers and actors like Guru Randhawa, Shalmali Kholgade, Neha Kakkar, Javed Ali, Irrfan Khan among many others. Chorus has been successful in bestowing the best to the students with a long and inevitable list of celebs.

### To register yourself & participate, contact:

Office of Dean Student Welfare

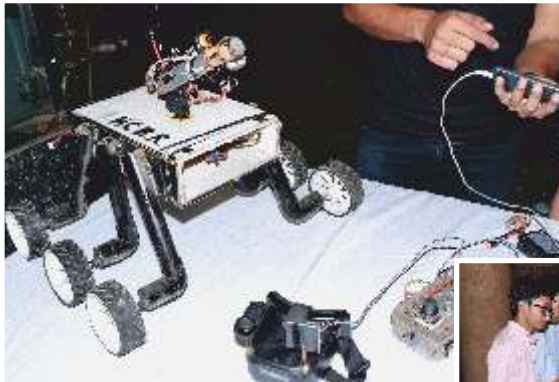
**Dr. B.K. Singh (Dean Student Welfare) 7581853171**  
[brijendra.singh1@sharda.ac.in](mailto:brijendra.singh1@sharda.ac.in)

**Dr. Suman Lata Dhar (Associate Dean Student Welfare)**  
 9871252413, [suman.lata@sharda.ac.in](mailto:suman.lata@sharda.ac.in)





**SHARDA MARATHON**



**TECH FEST**







## DJ NIGHTS



## FESTIVAL CELEBRATIONS



## STUDENT ACCOMMODATION AT SHARDA UNIVERSITY

Living in the campus hostels is an amazing experience at Sharda University. It's like a 'home away from home'. There are separate hostel facilities for boys & girls. It has been proved that students who live on campus score higher marks in their academics than those who do not due to focused study environment in hostels. Students also feel more connected to the University Family.

Caring wardens and tight security ensures a pleasant and safe stay allowing students to focus on studies. The hostel stay provides the students an insight into cross-cultural and cross-religious traditions, followed within and outside the country. Community living develops self-respect for the other communities, and discipline amongst the hostellers and prepare them for the future grills of life.

### BOYS HOSTELS

Vivekanand Hostel

Vardhman Hostel

Tagore Hostel

Jawahar Hostel

Mandela (B&C Wings) Hostel



### GIRLS HOSTELS

Sarojini Hostel

Kasturba Hostel

Mother Teresa Hostel

Mandela (A Wing) Hostel

Indira Hostel



## FACILITIES PROVIDED IN THE HOSTELS

The University has established an Inter-Hostel Administration (IHA) department for efficient and effective management of University Hostels. The Wardens, Resident Assistant Wardens, Deputy/Assistant Registrar and other administrative and support staff works under overall guidance and control of the chief warden/IHA head. The team ensures comfortable stay of the students in University Hostels.

The students are provided with hygienic food through contractors having experience and specialization in providing catering facilities to the students in large numbers.

The Hostel Rooms are Single, Double and Triple sharing with or without attached bathrooms, and/or Air-conditioners. Each Room is provided with a bed (with mattress for air-conditioned rooms in International Hostel), study table, wardrobe, ceiling fan, tube light and curtains. The multi-storey hostels have been provided with elevators for easy access. The facilities of laundry, stationery kiosk and multi-utility kiosk are available in the campus for the benefit of students.

An Ambulance of Sharda Hospital is available, round the clock and students can avail multi-speciality treatment, including required tests at Sharda Hospital.

Each hostel block has a reading-room having regular supply of newspapers, periodicals and magazines. The Campus is connected with controlled Wi-Fi and internet facilities. Standby generators are installed to provide uninterrupted power supply. Each hostel block has a satellite cable television.

The University's Mess is designed to cater to providing students & staff with hygienically cooked, healthy food. The menu is decided by the Students Mess Committees. The food served, is of high quality and meets great quality standards. Special consideration is given to provide a well-balanced, nutritional diet with varying food tastes.

Contact Name: **Mr. Sharat Chandra**

Contact Number: **9205586069**





## FACILITIES FOR YOU

### LIBRARY



Libraries are the hub of the academic life of the Sharda University campus. Housed in spacious halls, the Libraries are well stocked with textbooks, technical journals, periodicals, and reference material for advanced research and development work. There are 140436 volumes with RFID tag, 289 print Journals and e-books in the library and has licenses for online access of all premier journals of all disciplines such as SCC Online, West law India, Emerald Case Studies, Prequest, DVL, JSTOR, Springer, IEEE and ASME for project and research by faculty and students.

**Library: 7428435963**

### HOSPITAL



Students of Sharda University have access to medical facilities within the campus as University has a world class 1200+ Beds, Multi-specialty Hospital with all modern medical facilities such as General Medicine, ICU, Trauma Centre, 3 Tesla MRI, CT Scan, ECG, X-Ray and Laboratory Investigation. Health insurance cover for all students is one of the additional services under active consideration.

Students can avail medical facilities at 50% discount on billed amount on their hospital expenditure. OPD for students is at very minimal charges.

**Hospital Call Centre: 0120-2333999, Emergency: 9313818334**

### PHARMACY



We believe that medical needs should be given utmost priority. In sync with this, Sharda University has multiple on-campus pharmacies to cater to students and faculty. The pharmacies specialize in a wide variety of medications, sourced from leading brands. The pharmacies are located in the School of Dental Sciences and Sharda Hospital.

Student can avail 10% discount on their total bill by showing their ID Card.

**Pharmacy: 9818788224 (Hospital), 8800348317 (Dental)**



## GYM



A healthy mind resides in a healthy body. A well equipped Air-conditioned gym, having latest state-of-art equipment and machines, has ensured availability of excellent fitness and health facilities for the students, faculty and staff members of the University. Instructors and trainers are available throughout the day to train the gym enthusiasts. There are two sections in the gymnasiums. One section is meant for general exercises while the other is meant for weight training. There are separate timings for boys and girls.

## STUDENTS ACTIVITY CENTRE



Student Activity Centre is a well designed building with all modern facilities for students. The centre aims at being the activity hub for students with facilities like Gym, Tuck Shops, Central Library, State-of-art auditorium accessible 24x7, Convenience Store 24x7, Amphitheatre etc.

## FACILITIES FOR YOU

### TRANSPORT



The University runs a fleet of buses to facilitate its students and staff to commute to and from various places in Delhi, Noida and other NCR areas. All buses are deluxe and have high capacity. The University provides transportation from villages as well as cities. The transport facility is provided within a radius of 90 km. Public transport buses also ply to points near the campus.

Regular to & fro via public transport makes your stay in Greater Noida very convenient.

**Transport: 8800998964**

### LAUNDRY



The fully functional laundry service is available for all the students, residing in the campus. The university's laundry is equipped with state-of-the-art machinery for all kinds of clothes and fabrics. The plant uses eco-friendly chemicals for washing and other treatments. With nominal charges, laundry offers both wet and dry-cleaning services. Complementary laundry service will be provided to every hosteller to the extent of 20 washes of upto 5kgs load each time, through world class fully automatic laundry machines.

**Laundry: 9910130786**

### SALON



Personal grooming is an integral part of our lives. We all want to look good in this competitive world. Students at Sharda don't have to wait for weekends for personal grooming. At in campus "New Looks Salon", students have a choice of great hair & skin care solutions.

**Salon: 8287652875, 9711599286**

### COMMUNITY RADIO SUNO SHARDA 90.8 FM



Suno Sharda is Greater Noida's own radio station. Senior TV journalist and RJ Richa Anirudh officially launched Suno Sharda 90.8FM. This community radio offering from Sharda University aims to change the lives of Greater Noida residents. Be it students, apartment dwellers and farmers, Suno Sharda 90.8FM has something for everyone with a variety of programming on legal, medical and various social issues.

**Sonal Srivastava - Radio Manager : 9899684095**

### IT DEPTT



The campus has a seamless Wi-Fi network with more than 2.24 Gbps leased line with two ISPs (Airtel, BSNL) which allow the students to connect to internet anytime, any where! We have a campus LAN, with Learning Management System to facilitate students to discuss academic topics, submit their assignments online, see their class notes, study through specially designed learning resources and also refer to reference and digital library. The campus Cafes & outer spots allow the students to complete their assignment after the classes and submit it to the teacher online within the stipulated deadline.

**IT Deptt: 9810496458 /2856 E-mail: ITHELPDESK@sharda.ac.in**

### IN CAMPUS CALL CENTRE



Sharda University has established its own Call Centre having dedicated well trained team of Tele-Counsellors who are the First Point of Contact (FPOC) on behalf of the University. Call Centre is available throughout the year to guide you about the University, help you in choosing the right career option and also taking you through the admission procedure. Once you are enrolled in the University we provide support for answering all your day to day queries related to classes, placements, admission, loans, exams, fee, holidays, etc.

**CALL CENTRE: 0120-4570000**

## FACILITIES FOR YOU

### CAFETERIAS

Sharda University adopts special measures to ensure that the students are provided with healthy and hygienic food. There are about 10 cafeterias located in different blocks of the campus. Apart from cafeterias, the campus also holds mini refreshment joints and vending machines etc.

Sharda University provides its students all the amenities and facilities to enjoy the fast paced metro lifestyle right within the campus. Lego House, Amul Milk Parlour, Bikano, Café Coffee Day, Nestle are already running their outlets in the campus.

<b>Sambhojan Foods-1</b>	<b>9811394377</b>	<b>Café - 24 x 7</b>	<b>9312899573</b>
<b>Café Coffee Day Global Ltd.</b>	<b>8586972710</b>	<b>Speedy Eats</b>	<b>9911552830</b>
<b>Hello Biryani</b>	<b>7017321212</b>	<b>Hindustan Food Corner</b>	<b>9871620768</b>
<b>Shiva Juice Corner</b>	<b>8810333807</b>	<b>Kanaihya Chat &amp; Fast Food</b>	<b>9717480719</b>
<b>Nescafe (Starbean)</b>	<b>9810328111</b>	<b>Mother's Kitchen</b>	<b>9582262955</b>
<b>Italian Pizza 7 South Indian</b>	<b>8650853608</b>	<b>Cake &amp; Bakers</b>	<b>8800728218</b>
<b>Tea &amp; Friends</b>	<b>9667304244</b>	<b>Amazing Café</b>	<b>9711666731</b>
<b>Lego House, Sharda Foods</b>	<b>9873155543</b>	<b>Kanaihya Juice Corner</b>	<b>9717480719</b>
<b>Café-47</b>	<b>9818693177</b>	<b>Ms Freshius Foods</b>	<b>9811690049</b>
<b>Coca-cola (Hide out)</b>	<b>965422482</b>	<b>Kanyaiya Grocery Store</b>	<b>9717480719</b>
<b>Amul Parlour</b>	<b>8076680595</b>	<b>Feel Fresh Juice</b>	<b>9582150462</b>
<b>Nescafe (Starbean)</b>	<b>9810328111</b>		





## STUDENT RELATIONSHIP MANAGEMENT SOFTWARE



PeopleSoft is a one-stop shop where you can get all the details and get connected with Sharda University. You can track your academic as well as non-academic details here.

### **Following are the features of student self-service:**

- **View your enrolled subjects**  
Navigation - Main Menu > Self Service > Student Center
- **Track your GPA and Grades**  
Navigation - Main Menu > Self Service > Student Center - Select Grades in dropdown under Academics
- **Download Admit Card**  
Navigation - Classic Home > Student Center - Select Grades in dropdown under Academics
- **Raise your grievances (both Academic & Non- Academic) in Student Care Management.**  
Navigation - Main Menu > Student care Management
- **View all your fee dues and payments in a simplified account ledger**  
Navigation - Main Menu > Student Ledger
- **Download all your fee payment receipts**  
Navigation - Main Menu > Self Service > Student Receipt Print
- **Pay your fees hassle-free using e-payment**  
Navigation - Main Menu > Self Service > Fee ePayment

For any issues kindly mark a mail to [cs.support@sharda.ac.in](mailto:cs.support@sharda.ac.in)

## STUDENT CLUBS

The Cultural Society of Sharda University is comprised of 9 Clubs, where each of the clubs will be operated by student coordinators and board members under the supervision of faculty coordinators. The cultural society will be governed overall by the following functionaries:

- The Dean of Students' Welfare
- The Associate Dean of Students' Welfare
- Faculty Advisors of Cultural Society



### MUSIC CLUB

Contact Number: **9718321162**

*Music Club caters to the passion of student providing quality facilities like instruments, dedicated music room and a plethora of events. It serves as a platform for musicians of all genres and skill levels to showcase their talent at various events like Sufi Night and Voice of Sharda, etc. held at Sharda University.*



### DANCE CLUB

Contact Number: **9971383364**

*The Club was established with the mission of bringing out the hidden talents of students and also provides them a stage where they can showcase their dancing talent and interest. The Club provides lot of opportunities in the form of competition and workshops for igniting the spark of interest present in the budding technocrats and honing their skills and showcasing their talents.*



### LITERARY CLUB

Contact Number: **9266752701**

*The Club aims to foster love for language, enhance literary creativity & provide an avenue for self-expression, beyond the school curriculum. It is also to develop and hone the literary skills of students and inspire them to develop a taste for literature by conducting various workshops. The Club also initiates competitions in extempore, essay writing, poetry writing, debate, elocution, quiz and reading to enhance oratorical skills.*



### DRAMATICS CLUB

Contact Number: **9910144933**

*The Dramatics Club is for students who are interested in Performing Arts. The Club offers acting education, a creative outlet for the theatrically minded students, and a variety of theatrical productions for the students to enjoy. In the past students from the Club brought accolades for the University in various events.*



### FINE ARTS CLUB

Contact Number: **8826803330**

*The Fine Arts Club brings out the hidden artistic talents of our students, cultural programmes are conducted during Independence Day, Sports and college functions. Students participate in Inter & Intra-College competitions. The purpose is to encourage students, to express their thoughts and emotions through art.*



### DIVERSITY CLUB

Contact Number: **9811597665**

*Sharda University has a diverse group of students from across 80+ nationalities. The Diversity Club is dedicated to raising awareness of the various cultures present at and of other cultures around the world. In the past various events have been organized by students to explore different cultures like Rejoice 3D, Festivals of Light, etc.*



### PHOTOGRAPHY & MEDIA CLUB

Contact Number: **9582098269**

*Photography & Media Club of Sharda provides a platform where talent meets creativity and gives rise to productivity. Students are engaged in various activities that challenge their imaginative capabilities, assist in sharpening their photographic skills, and present an opportunity for students to learn from each other.*



### FASHION CLUB

Contact Number: **9988963832**

*The Fashion Club aims to bring students together who have a passion for the fashion industry by participating in local and regional fashion events. Club members work with Fashion Merchandising students to help with events and activities on and off campus. The Club has hosted fashion shows, fashion showcases, and window dressings of local businesses.*



### ENVIRONMENTAL CLUB

Contact Number: **9711349962**

*The main purpose of the Environmental Club is to educate on sustainable practices, to implement change in the best interest of the environment, and to include all persons working to improve the future of our earth by conducting significant workshops and seminars.*

## A HEALTHY LIFE AT SHARDA

### SPORTS

Sports and fitness activities are an integral component of the University. Under the supervision of qualified coaches, the students engage in regular practice sessions in order to fulfill their aspirations of wearing the University jerseys. Apart from participating and winning in various tournaments throughout the year, the students also participate in an exciting "Inter School championship Intramural Tournament" which has gained immense popularity. The evening practice sessions create a kind of ambience and feeling that has no substitute. Special emphasis is given to improving, not only the wellness component and lifestyle of students but also to instill in them the qualities of team cohesion and sportsman spirit.

#### The Department of Sports has many clubs

1. Athletics Club 2. Badminton Club 3. Basketball Club 4. Chess Club 5. Cricket Club 6. Football Club 7. Volleyball Club 8. Table Tennis Club 9. Yoga & Meditation Clubs

### FACILITIES

Sharda University has a large concentration of world-class facilities across a wide range of sports, including Badminton, Volleyball, Basketball, Squash, Table Tennis courts and Football, Cricket grounds, and a well equipped fitness centre.

### ORGANIZATION

The Department of Sports is responsible of organizing all the sport activities inside the campus such as:

• Inter-department league • Inter- School league • Autumn fest • Inter-hostel

### PARTICIPATION LEVEL

Since 2009, the sports department has been involved in organising students participation in many prestigious tournaments. Sharda University teams are participating in:

• State Level • National Level • All India University (AIU), Reliance and other invitational tournaments across Delhi NCR

### TRAINING SESSION

Training will be of two to three hours on a daily basis from Monday to Friday.



**Sushant Mishra**, India under 19 Asia Cup and World Cup Part of RCB Development Squad for 2020 and 2021 IPL SRH Main Team for 2022



**Ishika Karnani** Represented India in the International Shooting Competitions twice and Played Nationals for 5 times.



**3rd Year BPT Student of Sharda University**

Contact Name: **Mr. Puneet Kumar**

Contact Number: **9899077417**



## YOGA/ MEDITATION

Yoga is a 5,000 year-old physical, mental and spiritual practice having its origin in India, which aims to transform both body and mind. On December 11 in 2014, the United Nations General Assembly declared June 21st as the International Day of Yoga. The declaration came after the call for the adoption of June 21st as International Day of Yoga by Mr. Narendra Modi, Prime Minister of India during his address to UN General Assembly on September 27, 2014 wherein he stated: "Yoga is an invaluable gift of India's ancient tradition. It embodies unity of mind and body; thought and action; restraint and fulfillment; harmony between man and nature; a holistic approach to health and well-being. It is not about exercise but to discover the sense of oneness with yourself, the world and the nature."

Sharda University has been celebrating the International Day of Yoga with great enthusiasm. The participants comprised of students as well as faculty & all staff members. The participants were introduced to Yogasanas, Pranayam, Dhyan, Sankalp and Meditation, as per the common protocol issued by Ministry of Ayush, Govt. of India by Anandacharya (Guruji) from Bhramhakumari. Infact, Sharda University offers B.Sc. (Yoga) programme for those who wish to imbibe the amazing qualities of Yoga in their life and explore the global job opportunities it offers.



Contact Name: **Dr. Sudhanshu Verma**

Contact Number: **7017901732**

## YOUR CAREER PATHWAY

### SHARDA LAUNCHPAD

Sharda Launchpad Federation, a sec 8 entity established in year 2013 promoted by Sharda University aims to support the shared vision of Government of India and University towards building a bit more vibrant culture of innovation and entrepreneurship for campus, city and nation. With a house of thousands of learners, researchers, academicians and practitioners of several disciplines of learning, Sharda Launchpad Federation as a dedicated professional platform enables potential individuals, teams and early stage start-ups to access need based resources , domain expertise, Technology and business mentorship, vast entrepreneurial stakeholders network and a dynamic ecosystem to advance the entrepreneurial journey and build scalable market ready sustainable ventures of future.



SLPF as an entrepreneurial ecosystem is a dedicated facility with approx. 7000 sq.ft of area, contemporary working space with necessary technology infrastructure led by a dedicated full time leadership team to consistently advance the purpose of the incubator and design platforms to encourage, mentor and support promising ideas/early stage start-ups. The incubator as an entrepreneurial ecosystem, is working towards expanding to sector agonistic support system though prime focus areas of start up support are-Agriculture, Healthcare, Drones, EV's, Block Chain, IoT Application and SDG aligned innovations.

#### Ecosystem partners and associates

The incubator is widely connected to vast pool of internal and external ecosystems, organisations, Experts, Mentors, Investors and Funds to accelerate the start-up success.

#### Ecosystem Partners



Learn more about current projects, stakeholders and programmes at <https://launchpad.sharda.ac.in/events-list>

## SHARDA SKILLS @ SHARDA UNIVERSITY

**Sharda Skills** nurtures students of Sharda University in varied areas thereby enabling them to face the challenges of the corporate world with panache and be true corporate citizens on graduating from campus.

Total personality development, team spirit, problem solving and decision making capability, ability to create “Out-of-The-Box” solutions, presentation skills, the spirit of enquiry, innovation, good communication skills, positive attitude towards everything etc are a few of the competencies that the coaches in Sharda Skills develop.

Sharda Skills has professionals from the industry who are subject matter experts and Master Trainers of NLP (Neuro Linguistic Programming), EFT(Emotional Freedom Techniques), DISC, FIROB, MBTI, having cumulative training and teaching experience of more than a 100 years in some of top companies of the country namely Oracle, Aon Hewitt, TCS, Genpact, HCL, Wipro etc. They have brought in their best practices to create the pedagogy, teaching methodology and experiential learning concepts to maximise fast paced retention and learning. SHARDA SKILLS has started training students from the first year till final year on various technical, soft and hard skills so that by the time these students reach graduation time they are proficient in clearing and cracking placement interviews of the top companies who visit the university for Campus Recruitment.

The pre-final and final year students are given extra training through an exhaustive programme called “Placement Mantra” which enables students to not only secure their dream job, but also be prepared for a Corporate life thereafter.

**Some courses that we offer as a part of the student curriculum are:**

- Functional English • Quantitative Aptitude, Reasoning and Business Communication Skills • Building Essential Language and Life Skills
- Behavioural and Interpersonal Skills • Impression Management • Personality Development and Transformation • Higher Order Mathematics and Advanced People Skills • 4 hour Employability Skills and Acing the Interview Workshops • Problem Solving Creative Thinking and Leadership Skills

**Sharda Skills**

**Mr. Dhiraj Sharma, Director**

## TRAINING & PLACEMENT CELL FOR YOU

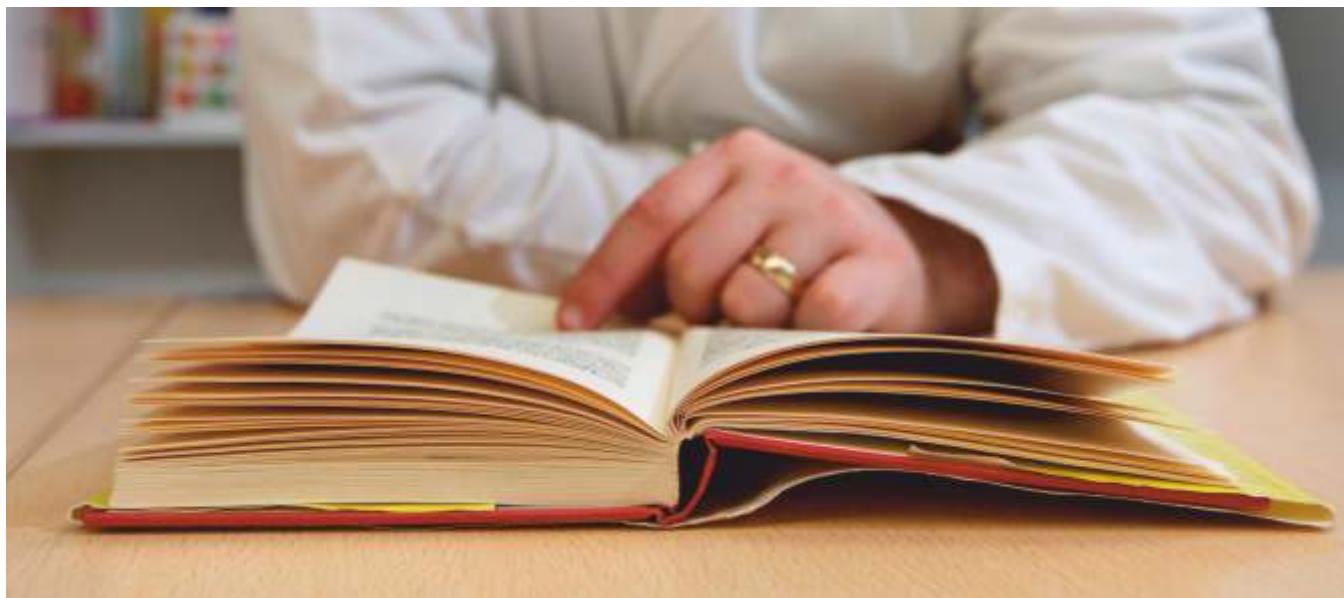
Placements and Summer Internships are an integral part of any University's annual calendar of activities. Sharda University has a well laid-out and systematic process of dovetailing our students' career aspirations with corporate expectations. The Placement Department comprises of the Student Committees having 15 members from the Final two years of a course, the Placement Department official consisting of Faculty members and Industry Professionals.

The leading companies from all sectors are invited by the Placement Department on the campus and the eligible students are facilitated to go through the selection process. The process is governed by the student's ability and performance, as well as the requirements and norms of the industries & companies.

**Mr. Vikram Singh**

**Contact Number: 8800998830**

# RULES & REGULATIONS OF THE UNIVERSITY



## 1. ADMISSION AND ENROLMENT OF STUDENTS

- 1.1 Admission to different programmes of the University shall be based on merit, providing equal opportunity to all without any prejudice towards gender, religion, caste, creed or nationality of a candidate.

The University may make suitable provisions for reservation for the students belonging to weaker section(s) of the society and others in accordance with the provisions of the Act of the University and decision of the Executive Council.

- 1.2 The admission criterion recommended by the Admission Committee and approved by the Academic Council shall be followed for admission in all the Programmes of studies.

Provided that the number of seats in each programme of study, as determined by the Admission Committee and approved by Academic Council may, at the discretion of the Vice Chancellor in his capacity as the Chairman of the Academic Council, be increased by a maximum of 15% of the approved seats for additional intake of students in the non-council programs. This provision, however, shall be subject to the condition that there are no overhead costs of faculty and resources.

Provided further, that the criterion, if any, prescribed by respective Statutory Council shall be followed in admissions to



council-based programmes. However, it shall be open to the University to admit less number of students than the intake already approved by the councils, in case there is no demand.

- 1.3 The University may make provisions for admission through lateral entry in programmes, as may be approved from time to time.
- 1.4 The registration of the provisionally admitted and continuing students shall be done by the School(s) on dates notified in Academic Calendar each year.

### **1.5 ENROLMENT**

- 1.5.1 The student shall be given unique and permanent enrolment number and issued with an identity card bearing enrolment number (i.e. system id), and same must be quoted by the student in all communications with the University and in subsequent applications for admission to an examination of the University.
- 1.5.2 The Registrar shall maintain a record of all enrolled students studying in the various Schools/Departments/Centres of the University or carrying on research work in the University.
- 1.5.3 A student applying for change of his name in the record of students, shall submit his application to the Registrar accompanied by
  - a. The prescribed fee;
  - b. An Affidavit relating to his present and proposed name, duly sworn in the presence of a Magistrate by himself;
  - c. A publication in a newspaper in which the proposed change of name has been advertised. However, the provision relating to publication shall not be applicable in case where a woman student wants to change in her name following her marriage in which case marriage certificate indicating the new name shall be valid.

### **1.6 MIGRATION OF STUDENTS**

Inter-university migration of students may be allowed in special circumstances as per the policy notified on the subject. It shall be allowed under special circumstances on the recommendations of the Equivalence Committee, appointed by the Vice-Chancellor under the chairmanship of the Dean Academic Affairs.

If a student takes a Migration Certificate to join another University, his enrolment to the University shall lapse until such time as He may subsequently return with a Migration Certificate from that University, to take admission in another programme of this University. Fresh enrolment in such cases shall be necessary.

### **1.7 TRANSFER OF PROGRAMME**

A first-year student, subject to availability of seats and fulfilling the minimum qualifications, may be allowed to change his Programme on the recommendation of the Equivalence Committee appointed by Vice Chancellor under the chairmanship of the Dean Academic Affairs.

### **1.8 PROCEDURE OF WITHDRAWAL**

Student may withdraw his admission as specified by the University on or before the prescribed date. The University will refund the deposited amount after deducting processing fee in accordance with the guidelines issues by the concerned regulatory authority, from time to time.

## 2. COURSES OF STUDY FOR DEGREE, DIPLOMA, AND CERTIFICATE PROGRAMMES

### 2.1 Programmes of Studies

- 2.1.1 The University on the recommendations of the Academic Council and with the approval of the Executive Council, shall offer under-graduate and post-graduate programmes in areas of Agriculture, Allied Health Sciences, Anthropology, Archaeology, Architecture, Basic and Applied Sciences, Business Studies, Commerce, Culture, Design, Dental Science, Economics, Education, Engineering and Technology, Geography, History, Hotel and Hospitality, Humanities, Languages, Law, Life Sciences, Literature, Management, Media and Journalism, Medical Sciences, Nursing, Pharmacy, Philosophy, Political Science, Psychology, Social Sciences, and in other streams as approved from time to time. The University may also run Diploma and Certificate courses of shorter durations.
- 2.1.2 The University shall also offer doctoral and or post-doctoral programme in chosen areas of a specialization in regard to the degree programmes.
- 2.1.3 The nomenclature of various degrees shall be in consonance with the regulations framed by the regulatory authorities as defined in the Act, or as may be approved by the Executive Council.
- 2.1.4 The structure and duration of the academic programmes shall be as approved by the Academic Council.
- 2.1.5 The University shall make provisions in its regulations to enable students to concurrently convert their courses of studies into integrated degree programmes of durations approved by the Academic Council wherever permissible by the statutory regulatory bodies.
- 2.1.6 (a) The administrative structure of a School shall be as approved by the Executive Council. The Executive Council shall also lay guidelines for smooth running and effective management of academic programmes, the cooperation and coordination amongst the Schools and the linkages with other academic and research organisation(s) as well as the Industry.
- (b) All the academic programmes framed by Board of Studies of a Department and concurred in by the Faculty Board of the School shall be submitted to the Academic Council for approval by the Executive Council.
- (c) The Executive Council as and when deemed necessary, may appoint committee(s) for periodic review of a programme, a Department or a School.

### 2.2 Registration of Students

#### 2.2.1 Academic Registration

- (a) The Head of the Department/Dean of the School shall issue the list of courses to be offered as per OBE during the semester well before the Registration date(s) specified in the Academic Calendar.
- (b) Every student shall register himself for the courses that he wishes to pursue in that semester as prescribed.
- (c) Each Head of Department, with the approval by Dean of the School, shall nominate Mentors from amongst the faculty members of the Department to provide necessary information on the courses and to advise the students on registration.

#### 2.2.2 Registration for Semesters

- (a) Registration for each semester has to be done on date(s) notified in Academic Calendar. It will involve:

- i. Clearance of all dues of the University,
  - ii. Submitting the registration form on the date(s) specified in the Academic Calendar.
- (b) A student must ensure that he satisfies the pre-requisites, if any, for each course he registers for. The sole responsibility for registration rests with the student.
  - (c) In case a student is registering for course(s) other than those prescribed in the regular scheme for that semester, the University shall not be responsible for a clash-free scheduling of such course(s). Student himself shall verify the timetable and ensure that the regular course(s) do not clash with other course(s) he is choosing.
  - (d) The student will not be allowed to undergo academic registration if the 'Maximum Duration for Completion of the Degree/Diploma/Certificate' does not permit so.
  - (e) A student will not get any credit for a course for which he has not registered or has registered without being eligible.

### 2.2.3 Late Registration

- (a) The maximum time permitted for late registration on payment of prescribed fee shall be two weeks from the date of conclusion of registration specified in the Academic Calendar.
- (b) Late registration may be allowed, beyond the period of two weeks, by the Vice Chancellor or any other authorized official only on valid reasons and on the recommendations of the Mentor/ Head of Department/ Dean of School; Provided that in exceptional circumstances, on the recommendations of Dean of a School, the Vice Chancellor may further allow late registration.
- (c) Late Registration may be allowed for a student who is on disciplinary probation, only with the approval of the Vice-Chancellor.
- (d) Students registering late may be allowed to compensate for the loss of any component of continuous assessment by the Dean of the School. The student may be allowed to complete the same on date(s) decided by the Dean of the School.

## 2.3 Adding and Dropping of Courses

- (a) A student on the recommendations of his Mentor, duly endorsed by his Head of the Department may be allowed by the Dean to add or drop course(s) within a period of two weeks from the date of commencement of a semester as notified in Academic Calendar.
- (b) A student who is on disciplinary probation shall be allowed to change the course, only with the approval of the Vice-Chancellor.
- (c) A student shall be required to drop a course at any stage if it is found that he does not meet the pre-requisites of the course, or if there is a clash in the student's timetable preventing him from attending the course, or if he is found not entitled to register for that course for any other reason(s). This facility however shall not be extended to a student who has been permitted late registration, as a special case.

## 2.4. Maximum Duration for the Completion of a Degree or a Diploma Programme

- 2.4.1 The maximum duration for completion of a degree or a diploma Programme, shall be  $N+2$  years, where  $N$ , stands for the normal or minimum duration prescribed for completion of any Programme;

Provided, that in exceptional circumstance a further extension of one more year may be granted. The Vice Chancellor may consider allowing extension by one year beyond N+2 years for completion of a degree on case to case basis, depending on the merit of each case.

2.4.2 The enrolment of the student, who fails to complete the requirements of the award of a degree/diploma in extended duration, shall stand cancelled and no degree/ diploma shall be awarded.

2.4.3 The time taken to improve the score/grade/CGPA shall be counted in 'Maximum Duration allowed for completion of a Programme'.

## **2.5 Duration of the Semester**

2.5.1 The date of commencement and conclusion of Odd Semester and Even Semester shall be as notified in the Academic Calendar.

2.5.2 The duration of each semester shall be on an average 15-18 weeks excluding examinations - 6 days a week-with two Saturdays off.

## **3. MEDIUM OF INSTRUCTION AND EXAMINATIONS**

English shall be the medium of instruction and examinations.

## **4. UNIVERSITY FEE**

4.1 The fee structure of various programmes shall be concomitant with the objective of providing quality education to the University students.

4.2 The tuition, examination and any other fee chargeable from the students shall be as recommended by the Fee Fixation Committee and approved by the Executive Council keeping in view of the provisions of Section 48 of the Act. The fee revision shall be duly notified.

The revised fee shall be applicable to all the students admitted in that Academic year and onwards.

## **5. EXAMINATIONS AND EVALUATION**

### **5.1 Registration for Examination**

(i) No student shall be admitted to any examination of the University, unless he has been duly enrolled/registered as a student for the prescribed number of courses.

(ii) A student who fails to submit the registration form (every Semester) shall be deemed as an unregistered student and shall not be allowed to attend classes and take examinations even if he has paid the fees.

### **5.2 Attendance Requirements**

5.2.1 It will be necessary to appear in examination for credit validation. The credits will be incomplete without taking the examination.

5.2.2 Attendance shall be monitored course-wise.

5.2.3 A student must have minimum 75% attendance in each course to be eligible to appear in the examination.

5.2.4 Students will be given a 10% attendance benefit to participate in approved co-curricular and extra-curricular activities, if prior approval has been taken from the competent authority.



5.2.5 Irrespective of whether a student registered late or on time, attendance shall be calculated based on all classes held and not from the date the student registered, unless otherwise decided by the Registrar in the case of new registrants only.

5.2.6 If a student is eligible for the examination on the basis of attendance in the class, but is not able to take the examination due to any reason, then he/she can take the qualifying examination at the next time. He/she will not need to take classes again.

### 5.3 Components of Evaluation

The components of evaluation for theory and laboratory/practical/project courses shall be as under:

#### 5.3.1 Theory Courses

- (a) Continuous Assessment (CA): 25 marks
- (b) End-Semester Examination (ESE): 75 marks

#### 5.3.2 Laboratory/Practical/Project Courses

- (a) Continuous Assessment (CA): 25 marks
  - (i) Practical Records File
  - (ii) Performance in conduct of experiments/ results reported during the semester
- (b) End-Semester Examination (ESE): 75 marks
  - (i) 25 marks will be awarded to Viva-Voce as continuous assessment throughout the semester, and
  - (ii) 50 marks for End-Semester Examination.

### 5.4 Grading System

Based on continuous evaluation and semester examinations, the academic performance of a student during a semester shall be graded on a 10-point scale. The following letter grades will be used to report a student's performance. Each letter grade indicates the level of performance in a course and has an associated grade point value for purposes of computing cumulative performance.

Letter Grades	Description	Range of Marks	Grade Points
O	Outstanding	91-100	10
A+	Excellent	81-90	9
A	Very Good	71-80	8
B+	Good	61-70	7
B	Above Average	51-60	6
C	Average	41-50	5
P	Pass	33-40	4
F	Fail	0-32	0
AB	Absent	Absent	0
Q	Qualified		
NQ	Not Qualified		

## 5.5 Pass Percentage

- 5.5.1 In the qualifying papers, 'Q' grade will be awarded for Qualified and 'NQ' grade will be awarded for Not Qualified.
- 5.5.2 Each course of major and minor (theory and/ practical) is a credit course and the pass percentage of all of them will be 33%.
- 5.5.3 The co-curricular courses and the minor project in third year are qualifying and their pass percentage will be 40%.
- 5.5.4 The skill development/ vocational courses are also credit courses and their passing percentage will also be 40%. The skill development/employment oriented courses will be evaluated out of a total of 100 marks, out of which training/ practical based work will be evaluated out of 60 marks and theory based work will be evaluated out of 40 marks. The minimum pass marks in the skill development course will be 40 marks out of the total of 100 marks. There will be no minimum passing marks in training/ theory separately.
- 5.5.5 The computation out of 100 marks of each course (theory and practical) of all major/ minor/ co-curricular /minor research courses will be done by adding the marks obtained in continuous assessment (CA) out of 25 marks and End-Semester Examination (ESE) out of 75 marks.
- 5.5.6 In order to pass each course (theory and practical) of major and minor subjects, it will be necessary to
  - (a) score a minimum of 25 marks (33% of 75) out of a maximum of 75 marks in the End-Semester Examination, and
  - (b) must have secured minimum 33 marks in aggregate in continuous assessment (CA) and End-Semester Examination.
- 5.5.7 In each course (theory and practical) of co-curricular/minor research subjects, to pass
  - (a) it will be necessary to score minimum 30 marks out of maximum 75 marks (40% of 75) in University examination, and
  - (b) shall have secured minimum 40 marks in aggregate in internal and external examinations.
- 5.5.8 There is no minimum pass percentage in the continuous assessment of any course. If a student gets zero marks in continuous assessment and minimum passing marks of 33 (in major and minor subjects) or 40 (in co-curricular/minor research courses) in End-Semester Examination, even then he will pass. Zero marks will be awarded in case of complete absence in continuous assessment.
- 5.5.9 No grace marks of any kind will be given.

## 5.6 Promotion

- 5.6.1 A student will always be promoted from the current Odd semester to the next Even semester, irrespective of the result of the current Odd semester.
- 5.6.2 For all council based programmes, the university shall follow the rules and regulations of their respective councils.

## 5.7 Back Paper or Improvement Examination

- 5.7.1 The facility of back paper or improvement shall be available to the student for the courses of even (odd) semesters only in the even (odd) semesters.
- 5.7.2 The syllabus of the course for the student shall be the same as that of the current semester in which he is appearing for the back paper or improvement examination.

## 5.8 Time Duration

The maximum duration to complete any one year of the programme will be three years.

**Explanation:** If the student studies continuously for all the three years, then he will get maximum period of nine years. But if the student exits after passing a certificate/diploma in any one year, he can come back anytime to resume the remaining studies and will get three years (per one year of study) to complete the programme.

## 5.9 Calculation of CGPA

5.9.1 The semester grade point average (SGPA) and cumulative grade point average (CGPA) shall be calculated from the following formulas:

<p>For <math>j^{\text{th}}</math> semester</p> $\text{SGPA}(S_j) = \frac{\sum (C_i \times G_i)}{\sum C_i}$	<p>Here,</p> <p><math>C_i</math> = number of credits of the <math>i^{\text{th}}</math> course in <math>j^{\text{th}}</math> semester</p> <p><math>G_i</math> = grade point scored by the student in the <math>i^{\text{th}}</math> course in <math>j^{\text{th}}</math> semester.</p>
$\text{CGPA} = \frac{\sum (C_j \times S_j)}{\sum C_j}$	<p>Here,</p> <p><math>S_j</math> = SGPA of the <math>j^{\text{th}}</math> semester</p> <p><math>C_j</math> = total number of credits in the <math>j^{\text{th}}</math> semester</p>

## 5.10 Multiple Entry and Multiple Exit

**(Applicable to all except Council-based Programmes)**

In pursuance of provisions made in NEP-2020, students are given the option of multiple entries and multiple exits. If a student wants to leave the Programme after the end of a particular academic year (even after the first year), then he/she must:

- achieve a minimum CGPA equal to or greater than 5.00.
- accumulate the minimum prescribed credits for the award of respective certificate/ diploma/ degree.
- The University shall follow the guidelines issued by the Uttar Pradesh State Council of Higher Education/University Grants Commission (UGC).

## 5.11 Doctoral Programme

Examination, evaluation, and award of degrees of Doctoral Programme(s) shall be conducted in accordance with the rules and regulations framed by the University in this regard after due approval by the Academic Council and Executive Council.

## 6. AWARD OF DEGREES, DIPLOMAS AND OTHER DISTINCTIONS

6.1 The Degrees and Diplomas shall be awarded to the successful students based on their performance evaluated through examinations and/or any other method of testing prescribed by the Academic Council.

However, the degrees shall be awarded by the University only after approval by U.P. Higher Education Council in terms of Section 51(2) of the U.P. Private Universities Act, 2019.

- 6.2 The Degrees shall be awarded in annual Convocation or in a function specially organized for the purpose.
- 6.3 The text and the format of the degrees and citations shall be approved by the Academic Council.
- 6.4 The Chancellor or in his absence, the Pro-Chancellor or in their absence the Vice-Chancellor shall preside over the Convocation/ Special function.
- 6.5 Duplicate Degree

A duplicate degree shall be issued to a student who has lost his degree, after the completion of following steps:

- (a) The student shall file an F.I.R. at the local police station and shall publish it in the national newspaper also.
- (b) The student shall submit an affidavit on an INR 10/- stamp paper that he has lost the degree.
- (c) The student shall submit a written request together with a payment of prescribed fee to the office of the Dean of the School concerned.
- (d) The Dean's Office will forward the application with all documents to the Office of Controller of Examination.
- (e) After checking all the documents, the data of the student shall be sent to the printing agency for printing the degree.

Once the degree has been printed and received, a "DUPLICATE" stamp shall be affixed to the duplicate of the degree at the Controller of Examination office and sent to the School concerned to be given to the student.

## **7. MAINTENANCE OF DISCIPLINE AMONG STUDENTS**

### **7.1 General**

- (a) Section 38 (i) of the Statutes provides that all powers relating to maintenance and enforcement of discipline and taking disciplinary action against the students shall vest in the Vice-Chancellor.
- (b) Section 38 (ii) of the Statutes provides that "without prejudice to the generality of his powers relating to maintaining discipline amongst students of the University and taking desired action in the interest of maintaining discipline, the Vice Chancellor shall be guided by the recommendations of the Chief Proctor or the Proctorial Committee'.
- (c) Section 38 (iii) of the Statutes provide that "the Vice Chancellor may delegate all or such of his powers, as he deems proper, except that of expulsion of a student from the University, to the Chief Proctor, to such other persons as he may specify in this behalf".
- (d) Section 14 of the Statutes provides for the appointment, powers, and functions of Chief Proctor, Associate/ Assistant Proctors, and Proctorial Committee.
- (e) The Deans of Schools may be delegated powers to exercise disciplinary control over the students in their respective Schools.
- (f) Dean Students' Welfare may be delegated powers to exercise disciplinary control over the students staying in Hostels and for the act of indiscipline committed in common areas of the University campus.



## 7.2 Ethics and Conduct

1. The code of conduct and ethics for students includes, inter-alia, the following:
  - (a) He shall be a regular student and will complete his studies in the University, in accordance with the University Ordinances, rules and regulations in regard to 75% attendance, examinations and academic progression;
  - (b) In case He is forced to discontinue his studies for any legitimate reason, He may be relieved from the University only after the written approval of the School, through its Dean or any such authority who has been authorized for the purpose;
  - (c) He undertakes to deposit University fee and other charges as per the University schedule and that they are aware that in case of default in payment, late fee charges shall be applicable and, pending clearance of any such dues, the students may not be allowed to attend classes or to take the examination.
  - (d) In case He is allowed to leave the University, He shall clear all pending tuition fees, hostel/mess dues and any other dues/penalty imposed on him. If He had joined the University on scholarship, the said scholarship shall be revoked and He shall have to deposit the amount received on this account, before such release/ migration is allowed.
2. The students are expected to uphold highest standards of academic integrity, respect towards teachers, fellow students and society as a whole, and also honour the right to property and safety of others.
3. At the time of admission, each student/parents shall undertake that in case the student is admitted to the University hostel, He shall scrupulously follow the Hostel Manual.
4. Students must deter/ refrain from indulging in any form of misconduct, including participation in any activity, including dharna or agitation on the campus or off the campus that may affect the University's reputation and interests. The various forms of misconduct include:
  - (a) Any act of discrimination or abuse, physical or verbal, based on any person's gender, race, religion, religious beliefs, caste, colour, region, language, disability, sexual orientation, marital or family status, physical or mental disability, etc.;
  - (b) intentionally damaging, destroying or causing harm to University assets and property or properties of other students, staff or faculty members;
  - (c) any disruptive activity in the class room, examination room or in any event sponsored or organized by the University;
  - (d) inability to produce the identity card issued by the University or refusing to produce it on demand by the University authorities, including the security personnel on the campus. Forcible entry through the turnstile gates or boom barriers or scaling of the boundary wall;
  - (e) indulgence in the activities prohibited by the University include:
    - i. organizing gatherings/meetings or processions without permission from the University;
    - ii. accepting membership of religious, terrorist, and anti-national groups prohibited by the University/Government;
    - iii. encouraging or indulgence in violence or any act of moral turpitude.
  - (f) possession of or carrying of or use of any weapon, potential weapons, ammunition, explosives or fireworks, contrary to law or University instructions on the campus or off-campus;
  - (g) possession or use of harmful chemicals and banned drugs;

- (h) indulging in physical assault or threat to use physical force against any member of the teaching, non-teaching staff or any student of the University.
  - (i) indulgence in any form of gambling, bribing, or corruption in any manner;
  - (j) indulgence in absenteeism, unpunctuality, and resorting to mass bunking, and or boycotting examinations, or extra-curricular activities;
  - (k) smoking on the University campus or University provided transport;
  - (l) possessing, consuming, distributing, selling of alcohol on the University campus and/or throwing any empty/filled bottles inside the campus or on the University road, particularly with an intention to harm someone;
  - (m) parking a vehicle in a no parking zone or in area earmarked for parking other type of vehicles or bringing vehicle inside the University campus, without proper authorization;
  - (n) rash driving on the campus that may cause any inconvenience or injury to others;
  - (o) not disclosing a pre-existing health condition, either physical or psychological, to the Mentor/Warden, which may cause obstruction to the academics of either self or other students or putting them to any kind of risk;
  - (p) theft of University property or the property of any student, staff and faculty;
  - (q) unauthorized access to the privacy or property of the University and other fellow students, Staff and Faculty members;
  - (r) misbehavior with other students, faculty and staff at any time, including at the time of University events or activities;
  - (s) engagement in disorderly, lewd, or indecent conduct including, but not limited to, creating unreasonable and loud noise; pushing and shoving of fellow students or any staff; inciting or participating in a riot or group disruption at the University premises.
  - (t) indulgence in any act that violates the dignity of or is derogatory to the women in general which may include any gesture, inappropriate behavior, any verbal or written communication including WhatsApp messages, etc.; and
  - (u) violation of any provision of the Civil Right Protection Act 1976; which prohibits casteism and untouchability in any form or inciting any other person to do so.
5. Students are expected not to interact, on behalf of the University, with media representatives or invite media persons on to the campus, without the permission of the University authorities.
  6. Students are not permitted to tape or record lectures/discussions/exchanges in the classroom or actions of other students, faculty, or staff through audio or video gadgets without prior permission.
  7. Students are not permitted to provide audio and video clippings of any activity on the campus to media without prior permission.
  8. Students are expected to use social media such as face book, WhatsApp, twitter, etc. and other electronics and print media carefully and responsibly. They cannot post derogatory or offensive comments on social media or electronic & print, or indulge in any such related activities that may have grave ramification on the reputation of the University or any individual.
  9. Theft, abuse or unauthorized interference with the University IT infrastructure and other electronic resources such as computer and electronic communication facilities/systems and services that includes unauthorized entry, use, tampering,

etc. of the University property or facilities, private residences of staff/faculty etc., offices, classrooms, and other such facilities are liable for strict disciplinary action which may include expulsions / rustication from the University.

10. There is zero tolerance towards any student indulging in any form of obscene comments, harassment, etc., which are defined as misconduct and are triggered on account of a person's race, colour, caste, creed, national or ethnic origin, citizenship, sex, religion, age, sexual orientation, gender identity, marital status, physical or mental disability, medical condition, etc.

### 7.3. Disciplinary Measures

If there is a case against any student for a possible breach of Code, the case shall be referred to the Proctorial Committee who will recommend a suitable disciplinary action after proper enquiry into the alleged violation. The accused shall be given a reasonable opportunity to defend himself but in case the accused fails to appear before the Proctorial Committee, the Committee may make an ex parte recommendation. The Committee may interrogate the affected students and concerned staff to ascertain the misconduct and suggest one or more of the following disciplinary actions, based on the gravity/nature of the misconduct/offence committed for approval of the Vice-Chancellor.

1. **Warning and/ or Placed on Conduct Probation-** Indicating that the action of the accused student was in violation of the Code of Conduct and Ethics for the students of the University, and any further act(s) of misconduct shall result in severe disciplinary action.
2. **Debarred** from taking examinations or punished by cancellation of examination results.
3. **Suspension-** A student may be suspended for a specified period of time which will entail prohibition on participating in student related activities, classes, programs, etc. Additionally, the student will be forbidden to use various University facilities, unless permission is accorded by the competent authority. Suspension may also follow by possible expulsion / rustication from the University, along with additional penalties:
4. **Restrictions-** Indicating that the student is perceived as a threat to other students, staff or university property, etc. and as such he is being reprimanded with restricted access to various facilities on the campus for a specified period.
5. **Community Service-** A student may be asked to do some kind of community service for a specified period of time, which may be extended, if need be. However, any future misconduct, along with failure to comply with any specified conditions imposed on the student, may lead to severe disciplinary action, including suspension or expulsion.
6. **Monetary Penalty-** A monetary penalty or addition security deposit may be imposed on the delinquent student, which may also include suspension and / or forfeiture of part or whole scholarship/fellowship, for a specific period.
7. **Expulsion/Rustication-** The student may be expelled/rusticated from the University permanently, indicating prohibition from entering the University premises or participating in any student related activities or entering campus residences, etc. The attendant penalty may include withholding the Grade cards, Degree Certificate or any other certificate for the courses studied or work carried out and ineligibility to reapply for admission to the University for a specified period.

### 7.4. Appeal

If any student is aggrieved by the imposition of any of the above mentioned penalties, He may appeal against the punishment to the Vice Chancellor. The Vice Chancellor may decide on one of the followings:

- (a) may accept the recommendation of the Proctorial Committee and confirm the punishment as recommended by the Committee, or may modify and impose any of the punishments as contained herein, keeping in view the gravity of his misconduct; or
  - (b) may refer the case back to the Proctorial Committee for re-consideration.
- The Vice Chancellor's decision shall be final and binding in all such cases.

## **7.5. Anti-Ragging**

The University shall put in place an effective and zero-tolerance policy of Anti-Ragging, based on the 'UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009. The said UGC Regulation shall apply mutatis mutandis to the University and the students shall follow the rules and regulation laid down in this regards.

### **1. What Constitutes Ragging**

Ragging constitutes one or more of the following acts:

- (a) any conduct by any student or a group of students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness of any student;
- (b) indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, harassment, hardship, physical or psychological harm or to raise fear or apprehension in any other student;
- (c) forcing or asking any student to do an act which such student may not in the ordinary course do and which has the effect of causing or generating a sense of shame, torment or embarrassment so as to adversely affect the physique or psyche of such a student;
- (d) any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any student;
- (e) exploiting the services of a student for completing the academic tasks assigned to an individual or a group of students;
- (f) any act of financial extortion or forceful expenditure burden put on a student by senior students;
- (g) any act of physical abuse including all variants of it: sexual abuse, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- (h) any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to any other student;
- (i) any act that affects the mental health and self-confidence of any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any other student.

### **2. Anti-Ragging Committee**

The Anti-Ragging Committee, as constituted by the Vice Chancellor and headed by Dean, Students' Welfare or any other Senior Professor from the University, shall examine all complaints of anti-ragging and come out with recommendations based on the nature of the incident. The Committee shall have, as its members, the Dean(s), faculty members, student counsellors, senior administrative officers, etc.

### **3. Anti-Ragging Squad**

To render assistance an Anti-Ragging Squad, is a smaller body, may also be constituted consisting of certain members drawn



from the campus community. The said Squad shall keep a vigil on ragging incidents, if any, taking place on the campus. The Squad is empowered to inspect places of potential ragging, and also to make surprise raids in hostels and other hotspots. It may also investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under its overall guidance of the Anti-Ragging Committee.

#### **4. Punishment**

A student found guilty by the Committee will attract one or more of the following punishments, as imposed by the Anti-Ragging Committee:

- (a) Suspension from attending classes and academic privileges;
- (b) Withholding/withdrawing scholarship/fellowship and other benefits;
- (c) Debarring from appearing in any test/examination or other evaluation process;
- (d) Withholding of results;
- (e) Debarring from undertaking any collaborative work or attending national or international conferences/symposia/meeting to present his/her research work;
- (f) Suspension/expulsion from the hostels and mess;
- (g) Cancellation of admission;
- (h) Expulsion from the University and consequent debarring from admission to any other institution for a specified period;
- (i) In cases where the persons committing or abetting the act of ragging are not identified, the University may resort to collective punishment;
- (j) If need be, in view of the intensity of the act of ragging committed, a First Information Report (FIR) shall be filed by the University with the local police.

The Anti-Ragging Committee of the University shall take appropriate decision, including imposition of punishment, depending on the facts and circumstances of each incident of ragging and its gravity.

#### **5. Appeal**

An appeal against any punishment that may be imposed shall lie to the Vice-Chancellor and his decision shall be binding on all concerned.

#### **7.6 Sexual Harassment**

The Policy in regard to Prevention, Prohibition and Redressal of sexual harassment of students at the University is in line with the University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 and shall apply mutatis mutandis to the students of the University. In the light of the UGC Regulation, an Internal Complaints Committee (ICC) shall be constituted by the University.

Students may note that sexual misconduct or harassment encompasses a range of conduct, including but not limited to sexual assault, unwanted touching or persistent unwelcome comments, e-mails, or pictures of an insulting or degrading sexual nature, which shall be determined on the basis of circumstances in each case. Any aggrieved student may approach the Internal Complaints Committee (ICC), the details of which are available in the Student Information Brochure and on the University Website.

## 7.7 Students' Grievance Redressal

### 1. **Definition:** "Grievance" means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:

- i. admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the process under the declared admission policy of the institution;
- iii. refusal to admit in accordance with the declared admission policy of the institution;
- iv. non-publication of prospectus by the institution, in accordance with the provisions of these regulations;
- v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
- viii. violation, by the University, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
- ix. non-payment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such University, or under the conditions, if any, prescribed by the Commission;
- x. delay by the University in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission or the State Government;
- xi. failure by the University to provide student amenities as set out in the prospectus, or is required to be extended by the University under any provisions of law for the time being in force;
- xii. non-transparent or unfair practices adopted by the University for the evaluation of students;
- xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, or as may be notified by the Commission;
- xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or persons with disabilities categories;
- xv. denial of quality education as promised at the time of admission or required to be provided; and
- xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force.

### 2. **Mandatory Publication of Prospectus, its Contents and Pricing**

- i. The University, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to the University and the general public, namely:
  - (a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the University, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;

- (b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;
  - (c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the University;
  - (d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;
  - (e) each component of the fee, deposits and other charges payable by the students admitted to the University for pursuing a course or program of study, and the other terms and conditions of such payment;
  - (f) rules/regulations for imposition and collection of any fines in specified heads or categories, along with details of minimum and maximum fine as may be imposed.
  - (g) the percentage of tuition fee and other charges refundable to a student admitted to the University in case such student withdraws from the University before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
  - (h) details of the teaching faculty, including their educational qualifications, along with their type of appointment (Regular/visiting/guest) and teaching experience of every member thereof.
  - (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital or industry wherein the practical training is to be imparted to the students and in particular the amenities accessible by students on being admitted to the University;
  - (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the University, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and
  - (k) Any other information as may be specified by the Commission and the State Government;  
provided that the University shall publish/upload information referred to in the above clauses, (a) to (k) of this ordinance, on its website, and the attention of prospective students and the general public shall be drawn to such publication being on the website through advertisements displayed prominently in different newspapers and through other media:
- ii. The University shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

### **3. Student Grievance Redressal Committees (SGRC)**

#### **A. School Level Student Grievance Redressal Committee (SLSGRC)**

- (i) There shall be a School Level Student Grievance Redressal Committee (SLSGRC) constituted at the level of each School of Studies. The composition of the Committee shall be as under:
  - (a) Dean of the School – Chairperson;

- (b) Two Professors, from outside the School to be nominated by the Vice Chancellor– Members;
- (c) A Faculty of the School, well-versed with the mechanism of grievance redressal, to be nominated by the Chairperson– Member;
- (d) A representative from among students of the School to be nominated by the Vice Chancellor based on academic merit/excellence in sports/performance in co-curricular activities – Special Invitee.

**Note:** To ensure representation of women on the committee, the Vice-Chancellor may induct one women faculty.

- (ii) The term of the Chairperson, members of the Committee and the nominees shall be of two years.
- (iii) The quorum for the meeting of SLSGRC, including the Chairperson, but excluding the special invitee, shall be three.
- (iv) Any complaint relating to the School, Department or Centre of the School shall be addressed by the aggrieved student to the administrative officer of the said School, who will either deal with it at the School level or shall remit it to the concerned Department or Centre of the School.
- (v) In case the said grievance does not get resolved within five (05) working days of the receipt of the complaint in the School, the same shall automatically be forwarded to the SLSGRC.
- (vi) In considering the grievances before it, the SLSGRC shall follow principles of natural justice.
- (vii) The SLSGRC shall submit its report with recommendations, if any, to the Registrar, with a copy thereof to the aggrieved student, within a period of fifteen (15) days from the date of receipt of the complaint.
- (viii) In case the aggrieved student remains unsatisfied, he may take up the matter to the level of University Student Grievance Redressal Committee (USGRC). Likewise, the University may either accept the recommendations for follow up action or may, at its discretion, take up the matter to the level of USGRC.

## **B. Institutional Student Grievance Redressal Committee (ISGRC)**

- (i) There shall be an Institutional Student Grievance Redressal Committee (ISGRC) constituted by the Vice Chancellor at the level of the University to deal with such complaint that do not relate to any academic Department, School or Centre of the University. The composition of the Committee shall be as under:
  - (a) Dean/Senior Professor of University, nominated by the Vice-Chancellor– Chairperson;
  - (b) Dean, Students Welfare – Member;
  - (c) One senior non-academic functionary nominated by the Vice-Chancellor – Member;
  - (d) Proctor – Member;
  - (e) A representative from among students of the University to be nominated by the Vice Chancellor based on academic merit/excellence in sports/performance in co-curricular activities – Special Invitee.

**Note:** To ensure representation of women on the committee, the Vice-Chancellor may induct one women faculty.

- (ii) The term of the members/nominee of the committee shall be of two years.
- (iii) The quorum for the meetings of the ISGRC, including the Chairperson, but excluding the special invitee, shall be three.
- (iv) Any complaint other than those relating to the School, Department or Centre of the School shall be addressed by the aggrieved student to the concerned administrative head, who will deal with it at his level, in consultation with his staff.

- (v) In case the said grievance does not get resolved within five (05) working days of the receipt of the complaint in the Department, the same shall automatically be forwarded to the ISGRC.
- (vi) In considering the grievances before it, the ISGRC shall follow principles of natural justice.
- (vii) The ISGRC shall send its report with recommendations, if any, to the Registrar, along with a copy thereof to the aggrieved student, within a period of 15 working days from the date of receipt of the grievance.
- (viii) In case the aggrieved student remains unsatisfied, he may take up the matter to the level of University Student Grievance Redressal Committee (USGRC). Likewise, the University may either accept the recommendations for follow up action or may, at its discretion, take up the matter to the level of USGRC.

### **C. University Student Grievance Redressal Committee (USGRC)**

- (i) The Vice Chancellor shall constitute such numbers of University Student Grievance Redressal Committees (USGRC), as may be required to consider grievances unresolved by one or more SLSGRC or the ISGRC.
  - (a) Pro-Vice Chancellor or in his absence a Dean nominated by the Vice-Chancellor – Chairperson;
  - (b) Dean, Student Welfare or equivalent – Member;
  - (c) Two Deans drawn from the Schools of the Studies, other than those connected with reports of SLSGRC under review, to be nominated by the Vice-Chancellor – Members;
  - (d) One Professor of the University nominated by the Vice-Chancellor- Member;
  - (e) Two representatives from among students of the college to be nominated by the Vice Chancellor based on academic merit/excellence in sports/performance in co-curricular activities – Special Invitees.

**Note:** To ensure representation of women on the committee, the Vice-Chancellor may induct one woman faculty.

- (ii) The Chairperson, members and the special invitee/nominee shall have a term of two years.
- (iii) The quorum for the meeting, including the Chairperson, but excluding the special invitee, shall be three.
- (iv) In considering the grievances before it, the USGRC shall follow principles of natural justice.
- (v) The USGRC shall send its report and recommendations, if any, to the Dean of the School, Heads of Department & Centre, or the Registrar and other administrative Heads, with a copy thereof to the aggrieved student, within 15 days of the receipt of the grievance by the Committee, for necessary compliance and report to the Vice-Chancellor.
- (vi) Any student aggrieved by the decision of the University Student Grievance Redressal Committee may prefer an appeal to the Vice-Chancellor who shall, within a period of fifteen days from the date of receipt of the appeal, take a final view which shall be communicated to the aggrieved student within the next three working days.

### **8. Ombudsperson**

Any student aggrieved by the decision of the University Student Grievance Redressal Committee and disposal of the appeal by the Vice-Chancellor, may prefer further appeal, within a period of fifteen days, to the Ombudsperson appointed by the State Government in terms of the University Grants Commission (Redress of Grievances of Students) Regulation, 2019; pending appointment of the Ombudsperson by the State Government, the Vice-Chancellor shall be the final authority for disposal of the appeal(s).



## 9. Functions of Ombudsperson

- (i) The Ombudsperson shall hear appeals from an aggrieved student, only after the student has availed all other remedies provided under this Ordinance.
- (ii) While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totaling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome of specific instance of discrimination is indicated.
- (iii) The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s).

## 10. Procedure for Redressal of Grievances by Ombudsperson and Student Grievance Redressal Committee

- (i) The University maintains an Online Portal where any aggrieved student may submit an application seeking redressal of grievance.
- (ii) On receipt of an online complaint, the University shall, depending on the nature of complaint refer the complaint to the appropriate Administrative Officer in the Schools of Studies (for academics) or the Head of the Service Departments (other than academics) for appropriate necessary action, as indicated in the preceding sub-clause of the Grievance Redressal Committee(s).
- (iii) The Student Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the concerned officials in the University and the aggrieved student.
- (iv) An aggrieved student may appear either in person or authorize a representative to present the case.
- (v) Grievances not resolved by the University Student Grievance Redressal Committee or on appeal to the Vice Chancellor, shall be referred by the student to Ombudsperson, within the stipulated period.
- (vi) University shall extend co-operation to the Ombudsperson or the Student Grievance Redressal Committee(s), as the case may be, in early redressal of grievances; any failure to do so may be reported by the Ombudsperson to the Commission, who shall take action in accordance with the provisions of these regulations.
- (vii) The Ombudsperson shall, after giving reasonable opportunities of being heard to both parties, on the conclusion of proceedings, pass such order, with reasons thereof, as may be deemed fit to redress the grievance and provide such relief to the aggrieved student, as may be appropriate.
- (viii) The University, as well as the aggrieved student, shall be provided with copies of the order under the signature of the Ombudsperson, and the University shall place it for general information on its website.
- (ix) The University shall comply with the recommendations of the Ombudsperson; and the Ombudsperson shall report to the Commission any failure on the part of the University to comply with the recommendations.
- (x) The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

**11. Dissemination of Information regarding and Grievance Redressal Mechanism**

The University shall prominently publish on its website and the prospectus all relevant information in respect of the Student Grievance Redressal Committee(s) under its purview, and the Ombudsperson for the purpose of appeal (s)

**12. Group Grievance Redressal**

Redressal of Group grievances may pertain to the following:

- (a) Group grievances lodged together by several students shall be referred to the Head of the Department who will try and resolve the matter within a period of one week.
- (b) In case the students are not satisfied with the decision of the Head of Department, students may approach the Admission and Facilitation Cell for its consideration.
- (c) If the grievance remains unresolved within two weeks from the day the grievance was lodged with the Admission and Facilitation Cell, an appeal may be made to the Vice-Chancellor, who will try to resolve the matter.

The Decision of the Vice-Chancellor shall be final and binding.

**13. Redressal of Grievances related to the Accounts, Library, Hostels, Food, Maintenance, Sports and Security, etc.:**

- (a) The grievances pertaining to the Accounts Branch, Library, Hostels, Food, Maintenance, Sports, Security and related issues shall be lodged with the respective administrative Head/in-charge. The Heads shall personally look into the grievance(s) and settle it within a period of one week.
- (b) If a resolution is not provided within the said timeline; the student may approach the Admission and Facilitation Cell who will try to get the issue(s) resolved in a week's time.
- (c) If the matter remains unresolved after approaching the Facilitation Cell, the students may make an appeal to the Registrar who shall try to resolve the matter within a period of one week.
- (d) The decision of Registrar shall be final and binding.

## NATIONAL EDUCATION POLICY 2020

Sharda University has implemented the curriculum at the UG and PG levels based on the National Education Policy (NEP-2020). The curriculum is broad-based, multi-disciplinary, and holistic in nature with in-built flexibility, creative combinations of courses, and integration of vocational education, with the provision of multiple entry and exit options.

The Undergraduate Education is of both three and four years' duration with appropriate certifications within this period. For example, certificate after 1 year, Diploma after 2 years, Bachelor's degree after 3 years, and Honours with Research after 4 years.

Commensurate with the Undergraduate Education the Postgraduate programmes are also of either 1 year or 2 years' period. A 2-year master's degree programme, with the second year, devoted entirely to research, is offered for those who have completed only 3-year Bachelor's programme. However, for students completing a 4-year Bachelor's programme honours with Research, there is a 1-year Master's programme. Undertaking a Ph.D. shall require either a Master's degree or a 4-year Bachelor's degree with Honours.

Having intensive teaching pedagogies like problem-solving/participatory/ experiential/Project-based learning, our flexible curricula focus strongly on employability courses such as Vocational courses, Research Based Learning (RBL) courses, Project/Dissertation/Survey/ Capstone project, Community connects, and Industry connect. It is well supported by Industrial training/ apprenticeship, Organization of Bootcamp, Mock interview program (MIP), Soft skill and career counselling, Hackathon for job preparedness, Industry visits, and industry expert talks.

Moreover, Value-added and ability enhancement courses like sustainable development, health, and hygiene, nutrition, digital awareness, personal development, etc. are offered for the holistic development of the students.

In addition, various Cross Cutting domain-specific courses like Arts/ Sports/ Yoga/ Music/ Theatre/ Human Values, Ethics and Gender, etc., Discipline-specific major, elective, and inter/cross-disciplinary open elective, and minor courses are provided to students under the National Curriculum & Credit Framework.



## HOSTEL RULES AND REGULATIONS



### For Students:

1. Ragging is strictly prohibited in any form. If anyone is found guilty, strict action will be taken against defaulters, under the Ragging Prevention Act (as per the supreme court of India ruling).
2. Substance abuse, Smoking/chewing of tobacco and related substances, consumption of alcohol, use of drugs and narcotics and even possession of such things is strictly banned in the hostel. Anyone found indulging in the use of such things, a fine of up to Rs. 25,000/- will be imposed.
3. Possession of any lethal weapons or any instrument / contrivance, which is likely to cause physical harm to others, is strictly prohibited.

4. All girl students are expected to be back in the hostel by 9.00 pm (in summers) & by 8.00 pm (in winters) in the night. All students are required to sign on the attendance register kept with the hostel/manager positively on or before the stipulated time. Any student who fails to do so/refuses will be liable for disciplinary action. The parents and guardians will also be notified regarding their absence and explanations will be sought in writing.
5. Students on maternity ward postings have to submit the schedule signed by concerned HoD well in advance to the warden and seek permission for the same.
6. A fine of up to Rs. 5,000/- will be imposed if any external/unauthorized person/student is identified along with the student in the hostel room/mess without prior permission of Warden/ Manager. Repeated offence will lead to expulsion from the hostel.
7. The Permission of the warden should be obtained in advance while going out of the hostel. The student will have to make entry to that effect in the register maintained at the hostel office. She must write the address of the place where she is going, along with contact telephone number.
8. Students are not authorized to go out of station/leave station/night leave without prior Parents' approval and permission of the Warden. A fine of Rs. 1000/- per day will be imposed if any student is going on leave/home or somewhere else without prior permission from the Hostel Warden / Manager. All such cases will be dealt seriously.
9. Medical curriculum is very rigorous and require regular studies. So medical students will be allowed to be away from hostel only for one day in a month in exceptional cases with prior permission of warden.
10. Students are responsible for the safekeeping of their valuables like Cash, Jewelry, Laptop, Mobiles and any other expensive items. Students should use their own locks and should take proper care of their belongings.
11. Students are not allowed to take Hostel's newspapers to their room at any time.
12. Students should handle hostel equipments, furniture, mess property carefully and not abuse or tamper with it. If they do so, then applicable fine will be charged by the hostel management.
13. Students must switch off all lights and fans, and electrical appliances including mosquito repelling machines, if any, before leaving their rooms.
14. Care is to be taken to avoid misuse of water coolers.
15. Students are not supposed to use any electrical Equipments/Gadgets in the hostel room such as Induction Plate, Room Heater, Electric Kettle, Electric Iron, Immersion Rod, Refrigerator etc. without prior permission of authority. A fine up to Rs. 5,000/- is imposed if anyone is found using the same for the first time and Rs. 15,000/- for the second time with confiscation of Gadgets/Equipments. A fine of Rs. 25,000/- or more is imposed if anyone is found using third time onwards and strict disciplinary action will be taken against them as decided by authorities.
16. Private cooking is not allowed in the hostel premises. If anyone is found guilty, than a fine up to Rs. 25000/- can be imposed or disciplinary action will be taken as decided by authority.
17. Every case of illness and accident must be reported immediately to the hostel authorities. Students suffering from contagious disease will not be allowed to stay at hostel. Decision of the Warden in this regard will be final and binding.
18. No function or celebration shall be organized at hostel premises except with the permission of the Warden.
19. Playing music/record player etc. loud enough to cause disturbance to his/her neighbor(s) is prohibited. Defaulters will be



punished. Repeated acts will render cancellation of allotment of Hostel room.

20. Students are not permitted to take food to their own rooms. A fine up to Rs. 3000/- will be imposed if anyone is found doing it.
21. Students will not enter rooms of other students without permission of the inmates.
22. All matters relating to differences among students and complaints against theft shall be brought to the notice of the hostel management. No police complaint will be lodged by the student before taking prior permission from the hostel management.
23. Students indulging in use of abusive and threatening language, physical fights, use of force to get unfair act accomplished, etc. will be punished. Further, they are liable to be expelled from the hostel/Institute.
24. Students are requested not to paste or sketch on the walls and doors of their rooms. The furniture and fixture as per inventory list must be handed over to the designated staff member. Any damage/breakage to hostel property will be charged to the occupants of the room along with penalty from the security fees. Disciplinary action will also be initiated
25. Enter your complete details in the in-out register. 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.
26. Students during their stay in the hostel will be governed by the hostel management rules. Students are instructed to co-operate with Warden/Manager as well as other staff of the Hostel/Institute.
27. Maintain discipline and keep hostel neat and clean. Spitting is strictly prohibited
28. The University / Hostel authorities will conduct surprise checks periodically and if anyone is found violating the above rules, disciplinary action will be taken against him/her.
29. Students are requested to read the notice board regularly. All instructions/ notices displayed on notice boards in the hostels will be deemed to have been read by all students and excuses for non-compliance of rules and instructions put up from time to time will not be accepted.
30. Students have to give attendance by biometric machine in the stipulated time daily. Non-compliance of the same is liable for fine and strict disciplinary action.

#### **For Guests/visitors:**

1. Guests are not allowed to stay in the hostel.
2. Visitors (Parents, relatives, local guardians) are allowed to visit the hostellers in the Guest Room only with permission of warden/manager after entering their details in the visiting Register available at the Hostel Reception with the security guard.
3. Visitors must leave the premises before 7.00 P.M. except on special occasion on which the Warden has given permission for a longer stay.

#### **Regarding Room Allotment:**

1. Allotment of room, furniture etc. will be entirely at the discretion of the Warden.
2. Hostel accommodation (room) is liable to be changed by the university at the end of every academic year or if necessary at any point of time in exceptional circumstances.
3. Allotments of room for second year onwards will be on merit basis only.

Student & Parents are expected to comply with the same.

## PROCTORIAL BOARD

The role of the Proctorial Board is to help the Vice Chancellor of the University in taking appropriate steps & timely actions against the erring students for maintaining student discipline.

The Proctorial Board of the University is headed by the Chief Proctor as chairperson, consists of nominated faculty members from various schools of University as members and is assisted by an Administrative officer.

On the receipt of any complaint of misconduct from any Student/ School Disciplinary Committee/Faculty Member/ HoDs / Dean/ IHA/ Security Department against any student/s, a detailed scrutiny of the complaint is done. Based on the nature of the complaint, Proctorial Committee conducts inquiry in online/offline mode based upon law of natural justice in which a fair opportunity for hearing is provided to the accused to explain his conduct, besides examination of evidence placed on record and cross examination of witnesses, recording of statements of both complainant & accused are also ensured.

Once the inquiry is completed to satisfaction of the committee members, the Proctorial Committee submits their recommendations/ report to Hon. Vice Chancellor along with the proposed punishment as provided in the constituent documents of the University. After the approval is accorded by the Vice chancellor, the recommendations are forwarded to Registrar for issue of relevant administrative orders. The orders are conveyed to all concerned offices of the University. The copies are also marked to Parents, student's mentors and pasted on the notice boards of the respective hostels and schools for information of all. The completion of inquiry on an average takes 10-15 days from receiving the complaint depending upon nature of misconduct and cooperation of students involved in the inquiry process.

The Office of the Chief Proctor is presently located in Cabin No-F, Ground floor, Block-7 of the University. The contact no of the Chief Proctor is 8826998035, and internal phone numbers are 1024 (Chief Proctor) & 2745 (Office). The chief Proctor's office can be also reached on [chief.proctor@sharda.ac.in](mailto:chief.proctor@sharda.ac.in) and [proctor.office@sharda.ac.in](mailto:proctor.office@sharda.ac.in)

Location: Cabin No-F, Ground floor, Block-7 of the University.

Email: **[chief.proctor@sharda.ac.in](mailto:chief.proctor@sharda.ac.in)**; **[proctor.office@sharda.ac.in](mailto:proctor.office@sharda.ac.in)**

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|--|--|
| 1. Prof. Alok Gupta, SSAS & Chief Proctor, Chairman                          | 2. Dr. Harsh Mahajan, Professor, SMS&R & Associate Proctor, Member |
| 3. Prof. R. Sreeraja Kumar, Assoc. Dean, SSNSR, Member                       | 4. Dr. Tapan Prasad Biswal, Professor, SSOL, Member                |
| 5. Dr. Gaurav Kaushik, Professor, SSAHS, Member                              | 6. Dr. Dhruv Sabharwal, Assoc. Professor, SSMFE, Member            |
| 7. Col. Vivek Shankar Mathur, Assoc. Prof., SSET & Assistant Proctor, Member | 8. Dr. Sandhya Gupta, Asstt. Prof., SSBSR, Member                  |
| 9. Dr. Monica Agarwal, Asstt. Prof., SSBS & Assistant Proctor, Member        | 10. Dr. Monika Jain, Asstt. Prof., SSET, Member                    |
| 11. Mr. Namit Kumar Srivastav, Asstt. Prof., SSOL, Member                    |  |



## MENTORING CELL

Sharda University caters to a student community belonging to diverse nationalities, linguistic backgrounds, economic backgrounds and academic competencies. As these students embark on their academic career at the university, they not only have various expectations and apprehensions about learning but also have to cope with a diverse culture around them in the university. In addition, the student's face various kinds of academic and psycho-socio experiences. Therefore, having somebody to discuss with, in the university helps them. It is important for the students to receive guidance and support to facilitate their academic performance in the classroom and develop the ability to adapt to this diversity around them. Realizing the importance of such a guiding hand to help students navigate their academic career and adapt to the new environment, the university has put in place a system of mentoring, whereby the mentor plays the role of the guiding hand to help them transform into individuals with greater self-confidence and ready to face the future challenges. Also, the role of a mentor during the academic career of the student is manifold and essential to the well-being of the student in a new environment.

### OBJECTIVES

The mentoring program at Sharda University has been designed with the following objectives:

- Acclimatizing students from diverse backgrounds
- Personal attention
- Providing neutral space for expression of academic and personal challenges
- Identifying reasons of decreased attendance and Performance
- Helping academics beyond classroom
- All-round Holistic development of students
- Helping University get constructive feedback on areas requiring attention

### Mentoring Framework

The University has a Mentoring Cell which in tandem with mentoring program coordinators at the school level facilitates the smooth functioning of the program at the school/department level.

The members of the Mentoring Cell are:

- Prof. Kiran Sharma, Professor, School of Nursing Sciences and Research, Chief Mentoring Co-ordinator
- Dr. Urmila Yadav, Asst. Professor, School of Law
- Dr. Amrapali Dasgupta, Assistant Professor, School of Allied Health Sciences
- Dr. Santhi Narayanan, Assistant Professor, School of Business Studies

### Contact to:

***mentoringcell@sharda.ac.in***

## PSYCHOLOGICAL COUNSELLING CELL (PCC)



The Psychological Counselling Cell not only emphasize on Mental Health and Wellbeing, it also focuses on the positive and holistic growth of the students. The aim of the counselling cell is to provide supportive and conducive environment to our students where they can approach to the counsellors without having any hesitation. Counselling session can be booked via portal and open door.

The role of the PCC is to enhance the personality, behavioural and emotional development of students, to help to handle fear of failure, academic related anxieties and stress, to suggest the coping techniques which enable them to obtain good grade and active participation in the co-curriculars, and provides the best guidance related to their self-doubts and vocational confusions.

Dr. Ruchi Gautam is an expert counsellor with 13 years of counselling experience, she has done Ph.D. from IIT Kanpur in Psychology and has an experience from Oxford Mindfulness Centre (London, UK) on how to live a mindful life. With this experience she teaches the application of mindfulness in day-to-day life to students so that they can develop the positive mindset, resilience, gratitude, self-compassion along with mindfulness practices to cope from the everyday challenges and adversities.

Psychological counselling Cell also gives the opportunity to the students to participate and coordinate in the research activities, awareness programs, certificate course, workshops, lectures and internships conducted by this cell.

Psychological counselling cell also provides the counselling services to Police Commissionerate, Gautam Buddha Nagar and received many recognition awards from the Government Organizations. Also, PCC has started Family and Couple Counselling Services to serve and connect with the community people.

Therefore, students have multiple opportunities with Psychological Counselling cell by coordinating, volunteering, and contributing to it with some work.

PCC portal: <https://psycounselling.sharda.ac.in/>

Sr.No.	Name	Designation	School	Contact detail	Role
1.	Dr. Ruchi Gautam	Associate Professor	Sharda School of Humanities & Social Sciences	M:8527746563 / ruchi.gautam@sharda.ac.in psycounselling@sharda.ac.in	Chief Counsellor
2.	Dr. Archana Dhankhar	Clinical Psychologist	School of Medical Sciences & Research	M:8650794674 / archana.dhankhar@sharda.ac.in	Counsellor

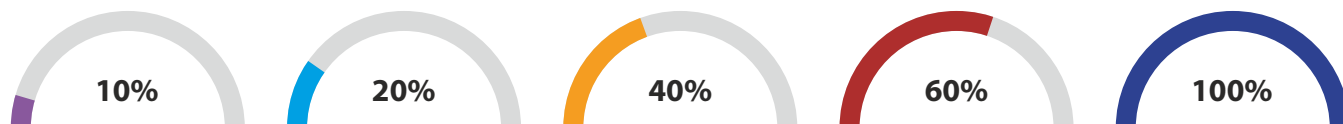
## CONTINUATION OF SCHOLARSHIP IN SUBSEQUENT YEARS



Continuation of Scholarship will be based on student's performance in the previous year. To be eligible for scholarship, student will have to deposit fees as per schedule, maintain a minimum CGPA of 8.0 in each semester without any backlog and have 75% attendance in all courses in each semester. Disbursement of scholarship would be in the even semester every year.

- The academic performance of a student shall be the sole criteria for the continuation of the scholarship. Scholarships starting from the highest slab shall be granted based on the position in the merit list prepared School wise.

### SCHOLARSHIP SLABS



- Scholarships will be awarded on Tuition Fees only. (Foreign Tour or any other charges shall not be included)
- Maximum one Scholarship can be availed by the students. If the student is eligible for higher amount of Scholarship, he/she will receive the same.
- Detailed Scholarship Continuation Policy with programme wise number of scholarship will be available by 31st Dec. of the academic year.
- The Scholarship committee reserve the right to review, modify or cancel the awarded scholarship due to any given circumstances as notified by the University.



## POLICY FOR PERMITTING CHANGE IN SPECIALIZATION (MBA)/STUDY ABROAD PROGRAMME/SCHOLARSHIP CONTINUATION & SPECIAL CARE CATEGORY RULES

### For Change in Specialization in MBA/BBA Programmes

Case	Remarks
A student who has opted for dual specialization and needs to change to single specialization.	The student is allowed to change the specialization by the end of the first semester, no change will be allowed there after. However, the fee paid will not be refunded or adjusted.
A student who has opted for single specialization and needs to change to dual specialization.	The student is allowed to change the specialization by the end of the first semester, no change will be allowed there after. The student would be required to pay the fee for dual specialization program.
A student can change from single specialization to other single specialization	The student is allowed to change the specialization by the end of the first semester, no change will be allowed there after.

**Note:** A student who wishes to change his/her specialization (dual to single, single to dual & single to single) is required to submit an application for the change to the Assistant Registrar, School of Business Studies by the end of the first semester.

### For change in International Immersion Programme

Case	Remarks
Student who have opted international immersion programme but due to any genuine reasons cannot avail the option.	The case will be considered only after thorough verification by the AR office of the respective school.
Student who later wish to opt for international immersion programme	May be allowed to do so. However, the student would be required to pay the fees as calculated .

**Note:**

- The International immersion programme for BBA students will be held at the end of the second year.
- The International immersion programme for MBA students will be held at the end of the first year.
- The student of the MBA Integrated program will avail the international immersion programme only once during the entire programme (If they have opted for foreign study tour)
- The students who have opted for international immersion programme should keep their passports ready by the end of the first semester .

**For Change in Specialization in B.Tech.:** In second year, change in specialization in B.Tech. is allowed only if a student has secured more than 8.00 CGPA and for B.Tech (CS) 8.50 CGPA in first year after getting due permission from HoD/Dean/Director Admission.

**Special Care Category:** If a candidate is admitted in Special Care Category, He/She would be charged Rs. 25,000/- additional fee per semester. He/She will remain in Special Care Category in entire duration of programme. However it's he/she attains/maintains CGPA of 7 or more in any academic year during the study, Special Care fee of Rs 25,000/- fee per semester would be waived off for that particular year.

**Sharda University Scholarship Continuation Policy:** Sharda University would announce, Scholarship Continuation Policy 2024-25, in which the number of Scholarship in each programme/School in second and subsequent year would be announced and notified by January 31, 2024.

# ANTI-RAGGING COMMITTEE

## OFFICE OF THE REGISTRAR

In order to ensure implementation of the Policy of '**Zero Tolerance**' for ragging of any kind within and outside the University, the Anti-Ragging Committee has been constituted for the academic year 2023-24 with the approval of the Competent Authority. The details are as given below:

S.No.	Name(s)	Designation(s)	E-mail ID(s)	Mobile No's
1.	Prof. (Dr.) Bhim Singh	Professor, Dept. of Mechanical Engineering (SSET) and Chairman of the Committee	bhim.singh@sharda.ac.in	9812673940
2.	Prof. (Dr.) Komal Vig	Dean, Sharda School of Law	komal.vig@sharda.ac.in	9999978829
3.	Prof. (Dr.) Pooja Rastogi	Assoc. Dean, School of Medical Sciences & Research	pooja.rastogi@sharda.ac.in	9560234171
4.	Dr. Ashish Choudhary	Professor & Head of Dept., Prosthodontics (SDS)	ashish.choudhary@sharda.ac.in	9818426251
5.	Dr. Mridul Dharwal	Professor (SSBS)	mridul.dharwal@sharda.ac.in	9212523101
6.	Dr. Geeta Durga	Professor (SSBS&R)	geeta.durga@sharda.ac.in	9811388026
7.	Dr. Pallavi Gupta	Professor (SSET)	pallavi.gupta2@sharda.ac.in	8800998813
8.	Dr. Pramod Kumar	Professor (SSHSS)	pramod.kumar1@sharda.ac.in	9818044504
9.	Col. Vivek Shankar Mathur	Assoc. Professor (SSET)	vivek.mathur@sharda.ac.in	
10.	Dr. Suman Lata Dhar	Assoc. Professor (SSET)	suman.lata@sharda.ac.in	9871252413
11.	Dr. Sandeep Kumar Singh	Asst. Professor (SSET)	sandeepsingh.ec@sharda.ac.in	9891833637
12.	Dr. Divya Singh	Senior Security Officer (SSO)	divya.singh2@sharda.ac.in	
13.	Col. Rakesh Arora	Senior Security Officer (SSO)	security@sharda.ac.in	9205586069
14.	Mr. Sharat Chandra	Chief Warden (IHA) and Member Secretary	sharat.chandra1@sharda.ac.in	9205586069

The members of Anti Ragging Squad, SMSR, will perform the following duties:-

1. Will visit the hostels/dining Hall/canteen, in coordination with the Dean of student Welfare.
2. Will deal strictly with zero tolerance, if any incidence of ragging is noted by them. They will seek advice from Dean of student Welfare.
3. All members of Anti Ragging Squad will entertain & give a patient listening to all/any complaint received by them regarding Ragging/harassment and all such complaints will be brought to the notice of Dean of student Welfare & Dean SMSR.
4. The students are advised to report any incident/act of ragging to the mail id: **antiragging@sharda.ac.in** for immediate appropriate action.

## INTERNAL COMPLAINTS COMMITTEE (ICC)

The University had constituted an 'Internal Complaints Committee' (ICC) vide its notification nos. SU/Reg./Notification/2023/044.

S.No.	Name of the Committee Member(s)	Designation(s)/ Depts.	Women/ Men	Composition(s)	Term of Office	Mobile No's
1.	Dr. Ekta Choudhary	Professor, SDS	W	Presiding Officer	Three years	9818452508
2.	Dr. Pooja Rastogi	Professor, SMS&R	W	Faculty Member	One year	9560234171
3.	Lieutenant Yashodhara Raj	Asst. Director, Training & Placement	W	Non-Teaching Member	Two years	8130621456
4.	Dr. Santhi Naryanan	Asst. Professor, SSBS	W	Faculty Member	Two years	9811597665
5.	Mr. Chandan Singh	Asst. Registrar, SSBSR	M	Non-Teaching Member	Three years	8800998983
6.	Ms. Maheshwari	3rd Yr., B.A. B.Ed. - SOE	W	UG Student	One year	9667228412
7.	Dr. Mallika Banati	3rd Yr., MDS, SDS	W	PG Student	One year	9910935825
8.	Ms. Suneyana Rawat	Ph.D Scholar, SSBS&R	W	Research Scholar	One year	8257972123
9.	Dr. Rahul Singh*	Member from Manavata Foundation (NGO)	M	Member from NGO*	One year	9311835096
*One Member from NGO/ Social Worker/ Public Representative (committed to the cause of women).						

The Faculty/Staff and Students are advised to report any complaints of sexual harassment to the mail id: [icc@sharda.ac.in](mailto:icc@sharda.ac.in).

## IMPORTANT CONTACT DETAILS

Name	Designation	Email-ID	Ext.	Contact No.
<b>OFFICE OF THE VICE-CHANCELLOR</b>				
Prof. Sibaram Khara	Vice-Chancellor	vc@sharda.ac.in	2939	0120-4622999
Sh. R.D. Sahay	Advisor Policy	rd.sahay@sharda.ac.in	2933	0120-4622999
Mr. Karunakar Senapati	Administrative Officer	vcoffice@sharda.ac.in	2938	0120-4622999
<b>OFFICE OF THE REGISTRAR</b>				
Mr. Vivek Kumar Gupta	Registrar	registrar@sharda.ac.in	2900	0120-4622999
Col. Sandeep Rana	Dy. Registrar	sandeep.rana@sharda.ac.in	2554	0120-4622999
Mr. Surya Prakash Narang	Asst. Registrar	registrar.office@sharda.ac.in	2901	0120-4622999
Sh. Iqbal Ahmed	Sr. Executive Asst.	registrar.office@sharda.ac.in	2951	0120-4622999
<b>OFFICE OF THE ADMISSIONS</b>				
Sh. Rajiv Gupta	Director, Admissions	admissiondirector@sharda.ac.in	2034	0120-4060234
Ms. Reema Anand	Dy. Director, Admissions	admission.dydirector@sharda.ac.in	2019	0120-4622999
Sh. Ahtesham Uz Zahan	Sr. Regional Manager	ahtesham.uzzahan@sharda.ac.in	2019	8826998009
Sh. Ayush Kant Gupta	Regional Manager, Sales & Regional Operations	ayush.gupta1@sharda.ac.in	2019	8826998022
<b>OFFICE OF THE INTERNATIONAL RELATIONS</b>				
Dr. Ashok Daryani	Director, International Relations	ashok.daryani@sharda.ac.in	2903	0120-4622999
Prof. (Dr.) Raju CH Voleti	Director, Global Academic Alliances	rajuch.voleti@sharda.ac.in	2525	9311220646
Mr. Michail Barmpas	Head-Study Abroad Programme	michail.barmpas@sharda.ac.in	-	8448896178
Sh. Sanjay Verma	Regional Manager	sanjay.verma1@sharda.ac.in	2908	8800998959
<b>DEPARTMENT OF FINANCE &amp; ACCOUNTS (F&amp;A)</b>				
CA. Ajay Kumar Agarwal	Finance Officer	finance.accounts@sharda.ac.in	2052	0120-4622999
CA. Gopal Krishan Gupta	Joint Registrar	gopal.gupta@sharda.ac.in	2009	0120-4622999
Mr. Mayank Gupta	Administration Officer	mayank.gupta@sharda.ac.in	2063	0120-4622999

Name	Designation	Email-ID	Ext.	Contact No.
<b>OFFICE OF THE DEAN ACADEMIC AFFAIRS</b>				
Prof. Parma Nand	Dean, Academics Affairs	dean.academics@sharda.ac.in	2529	0120-4622999
Prof. Rashmi Priyadarshini	Associate Dean, Academic Affairs (LMS)	rashmi.priyadarshini@sharda.ac.in	2539	0120-4622999
Prof. Vinay Kumar Verma	Associate Dean, Academic Affairs	vinaykumar.verma@sharda.ac.in	2580	0120-4622999
Mr. Shishant Chauhan	Executive Asst.	deanacademics.office@sharda.ac.in	2508	0120-4622999
<b>RESEARCH &amp; DEVELOPMENT CELL</b>				
Prof. Bhuvnesh Kumar	Dean, Research	dean.research@sharda.ac.in	9730	0120-4622999
Prof. (Dr.) Mohit Sahni	Associate Dean, Research & Head, Ph.D Coordination Cell	mohit.sahni@sharda.ac.in	2305	0120-4622999
Dr. Sandeep Shukla	Asst. Dean, Research	sandeep.shukla@sharda.ac.in	-	0120-4622999
<b>OFFICE OF THE DEAN OF STUDENTS' WELFARE</b>				
Prof. Brijendra Krishna Singh	Dean of Students' Welfare	dsw@sharda.ac.in	2533	7581853171
Dr. Suman Lata Dhar	Associate Dean of Students' Welfare	suman.lata@sharda.ac.in	-	8448198395
Dr. Santhi Narayanan (NCC Co-ordinator)	Assistant Dean of Students' Welfare	santhi.narayanan@sharda.ac.in	-	9811597666
Dr. Rachna Bansal	Assistant Dean of Students' Welfare	rachna.bansal@sharda.ac.in	-	8826803330
Dr. Kapil Dave	Director, Sports & Student Services Centre	kapil.dave@sharda.ac.in	-	8800061744
Dr. Ruchi Gautam	Chief Counsellor, Psychological Counselling Cell	ruchi.gautam@sharda.ac.in	-	8527746563
Lt. Yashodhara Raj	NCC Officer (ANO)	yashodhara.raj@sharda.ac.in	-	8130621456
Dr. Krishna Kumar Pandey	NSS Co-ordinator	krishnakumar.pandey2@sharda.ac.in	-	8953258935
Dr. Shivom	Yoga Teacher	shivom.2@sharda.ac.in	-	9258583388
Sh. Vikrant Choudhary	Administrative Officer	vikrant.choudhary@sharda.ac.in	2538	8527360606
<b>OFFICE OF THE CHIEF PROCTOR</b>				
Prof. Alok Gupta	Chief Proctor	chief.proctor@sharda.ac.in	1024	0120-4622999
Ms. Trupti Gujarati	Administrative Officer	proctor.office@sharda.ac.in	2745	0120-4622999

\*Kindly dial university helpline number 0120-4622999/ 4060210, 211 to connect to various extensions that are mentioned above.



Name	Designation	Email-ID	Ext.	Contact No.
<b>OFFICE OF THE CONTROLLER OF EXAMINATIONS</b>				
Prof. (Dr.) R.C. Singh	Controller of Examinations	coe@sharda.ac.in	2500/ 2501	0120-4622999
Dr. Munendra Singh	Deputy Controller of Examinations	deputycoe@sharda.ac.in	2545	0120-4622999
<b>OFFICE OF THE IQAC</b>				
Prof. (Dr.) Anubha Vashisht	Director	director.iqac@sharda.ac.in	2944	
Prof. (Dr.) Mridul Dharwal	Director, International Ranking and Accreditation	mridul.dharwal@sharda.ac.in	2940	
<b>OFFICE OF THE CAREER COUNSELING &amp; DEVELOPMENT CENTRE (CCDC)</b>				
Prof. (Dr.) Geeta Durga	Chairperson	career counseling@sharda.ac.in	2451	9811388026
Dr. Radhika Gupta	Vice Chairperson	radhika.gupta@sharda.ac.in,		9818150018
<b>DEPARTMENT OF THE PUBLIC RELATIONS</b>				
Dr. Ajit Kumar	Director, PR	pro@sharda.ac.in	2222	8800998888
Ms. Akanksha Sehgal	Administrative Officer	akanksha.sehgal@sharda.ac.in	2377	9582329471
<b>DEPARTMENT OF HUMAN RESOURCES</b>				
Prof. Tanmoy Chakraborty	Dy. Registrar	hr@sharda.ac.in	2681	0120-4622999
Ms Smitha Mathew	Dy. Manager	smitha.mathew@sharda.ac.in	2672	0120-4622999
<b>DEPARTMENT OF TRAINING &amp; PLACEMENT</b>				
Sh. Vikas Narula	Director (SSAS, SAHS, SSDAP, SSBS&R)	vikas.narula@sharda.ac.in		9810129071
Sh. Vikram Singh	Director (SSBS, SDS, SMS&R, SOP, SSNSR)	group.tnp@sharda.ac.in	2755	8800998830
Dr. Vibha Thakur	Joint Director (SSOL, SSHSS, SOE, SSET, SSMFE)	vibha.thakur@sharda.ac.in		9827085056
<b>SHARDA SKILLS</b>				
Sh. Dheeraj Sharma	Director, Sharda Skills	skills@sharda.ac.in	2662	9313068580
<b>SHARDA LAUNCHPAD</b>				
Prof. Amit Sehgal	Director, Sharda LaunchPad	launchpad@sharda.ac.in	2580	9990643505

\*Kindly dial university helpline number 0120-4622999/ 4060210, 211 to connect to various extensions that are mentioned above.

Name	Designation	Email-ID	Ext.	Contact No.
DEPARTMENT OF IT SERVICES				
Dr. Om Prakash	Head	om.prakash2@sharda.ac.in	2803	8800998829
Mr. Dharmendra Kumar	Sr. Manager	dharmendra.kumar1@sharda.ac.in	2857	9811337879
Mr. Smruti Ranjan Behera	Sr. Administrator	ranjan.behera@sharda.ac.in	2858	6371225900
TRANSPORT SERVICES				
Mr. Awdhesh Tomer	Executive Assistant	awdhesh.tomer@sharda.ac.in	2020	8800998864
SECURITY SERVICES				
Col. Rakesh Arora	Sr. Security Officer	rakesh.arora@sharda.ac.in	4043	9310549312
Security Controll Room (Gate no. 3)	-		4043	
Visitor's Office (Gate no. 3)	-		4046	
INTER HOSTEL ADMINISTRATION (IHA)				
Mr. Sharat Chandra	Chief Warden	chief.warden@sharda.ac.in	2492	9205586069
Mr. Anil Kr. Shishodia	Asst. Registrar	ak.shishodia@sharda.ac.in	2428	8826998012
Ms. Juhi Shrivastava	Executive Assistant	juhi.shrivastava@sharda.ac.in	2428	9667597313
BOYS HOSTEL				
Mr. Akhilesh Singh	Warden (Mandela Boys)	wdn.mandelaboys@sharda.ac.in	-	8800998850
Mr. Sunil Salhortra	Warden (Vardhman)	wdn.vardhman@sharda.ac.in	-	9625875900
Mr. Kamlesh Kumar Bhatt	Executive (Jawahar)	wdn.jawahar@sharda.ac.in	-	8800686678
Mr. Rajesh Kumar	Warden (Vivekanand)	wdn.vivekanand@sharda.ac.in	-	6230039705
Mr. Manish Yadav	Executive (Tagore)	wdn.tagore@sharda.ac.in	-	7355408561
GIRLS HOSTEL				
Ms. Savita Srivastava	Warden (Mandela Girls)	wdn.mandelagirls@sharda.ac.in	-	9315297474
Ms. Shalu Madaan	Warden (Kasturba)	wdn.kasturba@sharda.ac.in	-	8826998031
Ms. Shalu Sharma	Warden (Indira)	wdn.indira@sharda.ac.in	-	8448897673
Ms. Laboni Dey	Executive (Mother Teresa)	wdn.motherteresa@sharda.ac.in	-	9051923768
Ms. Babita Sudan	Executive (Sarojini)	wdn.sarojini@sharda.ac.in	-	8791877997

\*Kindly dial university helpline number 0120-4622999/ 4060210, 211 to connect to various extensions that are mentioned above.

Name	Designation	Email-ID	Ext.	Contact No.
<b>SHARDA SCHOOL OF ENGINEERING &amp; TECHNOLOGY (SSET) (BLOCK-1)</b>				
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Sh. Sunil Kumar Gupta	Administrative Officer	admin.set@sharda.ac.in	2438	0120-4622999
Sh. Md. Ajmal	Sr. Executive Asst.	admin.set@sharda.ac.in	2439	0120-4622999
<b>SHARDA SCHOOL OF BASIC SCIENCES &amp; RESEARCH (SSBS&amp;R) (BLOCK-1)</b>				
Prof. (Dr.) Shyamal Kumar Banerjee	Dean	dean.sbsr@sharda.ac.in	2437	0120-4622999
Sh. Chandan Singh	Asst. Registrar	admin.sbsr@sharda.ac.in	2412	0120-4622999
<b>SHARDA SCHOOL OF MEDIA FILM &amp; ENTERTAINMENT (SSMFE) (BLOCK-2)</b>				
Prof. (Dr.) Ritu Sood	Dean	dean.smfe@sharda.ac.in	2986	0120-4622999
Sh. Pawan Singh	Administrative Officer	admin.smfe@sharda.ac.in	2922	0120-4622999
<b>SHARDA SCHOOL OF DESIGN, ARCHITECTURE &amp; PLANNING (SSDAP) (BLOCK-2)</b>				
Prof. (Dr.) Dipti Parashar	Associate Dean	dean.sap@sharda.ac.in	2364	0120-4622999
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<b>SHARDA SCHOOL OF NURSING SCIENCE AND RESEARCH (SSNS&amp;R) (BLOCK-4)</b>				
Prof. R Sreeraja Kumar	Associate Dean	dean.snsr@sharda.ac.in	2212	0120-4622999
Sh. Rohit Rajput	Office Asst.	admin.snsr@sharda.ac.in	2201	0120-4622999
<b>SCHOOL OF PHARMACY (SOP) (BLOCK-4)</b>				
Prof. (Dr.) Amrish Chandra	Dean	dean.sop@sharda.ac.in	2219	0120-4622999
Ms. Taruna	Administrative Officer	admin.sop@sharda.ac.in	2217	0120-4622999
Ms. Anchal Bhat	Executive Asst.	admin.sop@sharda.ac.in	2217	0120-4622999
<b>SHARDA SCHOOL OF AGRICULTURAL SCIENCES (SSAS) (BLOCK-4)</b>				
Prof. (Dr.) Dolly Wattal Dhar	Dean	dean.sas@sharda.ac.in	1016	0120-4622999
Ms. Taruna	Administrative Officer	admin.sas@sharda.ac.in	1015	0120-4622999
Ms. Savita Sharma	Executive Asst.	admin.sas@sharda.ac.in	1015	0120-4622999
<b>SCHOOL OF DENTAL SCIENCES (SDS) (BLOCK-21)</b>				
Prof. (Dr.) M. Siddharth	Dean	dean.sds@sharda.ac.in	2828/ 2829	0120-4622999
Sh. Vivek Choudhri	Asst. Registrar	admin.sds@sharda.ac.in	2879	0120-4622999

\*Kindly dial university helpline number 0120-4622999/ 4060210, 211 to connect to various extensions that are mentioned above.

Name	Designation	Email-ID	Ext.	Contact No.
<b>SCHOOL OF EDUCATION (SOE) (BLOCK-4)</b>				
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Ms. Manisha Bansal	Executive Asst.	admin.soe@sharda.ac.in	1021	0120-4622999
<b>SHARDA SCHOOL OF BUSINESS STUDIES (SSBS) (BLOCK-7)</b>				
Prof. (Dr.) Jayanthi Ranjan	Dean	dean.sbs@sharda.ac.in	2784	0120-4622999
Dr. Hemendra Sharma	Dy. Registrar & Associate Professor	admin.sbs@sharda.ac.in	2764	0120-4622999
Ms. Nirmala M.P.	Asst. Registrar (Dean Office)	admin.sbs@sharda.ac.in	2780	0120-4622999
Sh. Rajan Saksaina	Executive Asst. (Admin. Office)	admin.sbs@sharda.ac.in	2763	0120-4622999
<b>SHARDA SCHOOL OF HUMANITIES &amp; SOCIAL SCIENCES (SSHSS) (BLOCK-7)</b>				
Prof. (Dr.) Anviti Gupta	Dean	dean.shss@sharda.ac.in	2788	0120-4622999
Ms. Priyanka Janmeja	Sr. Executive Asst.	admin.shss@sharda.ac.in	2741	0120-4622999
Mr. Shashank Sharma	Executive Asst.	admin.shss@sharda.ac.in	2741	0120-4622999
<b>SHARDA SCHOOL OF ALLIED HEALTH SCIENCES (SSAHS) (BLOCK-7)</b>				
Prof. (Dr.) Sally Lukose	Dean	dean.sahs@sharda.ac.in	1001	0120-4622999
Prof. (Dr.) Karuna Singh	Associate Dean	dean.sahs@sharda.ac.in	1002	0120-4622999
Col. Sanjeev Kumar	OSD	admin.sahs@sharda.ac.in	1003	0120-4622999
Sh. Ajay Rana	Administrative Officer	admin.sahs@sharda.ac.in	1004	0120-4622999
Sh. Riyazuddin Saifi	Executive Asst.	admin.sahs@sharda.ac.in	1005	0120-4622999
<b>SHARDA SCHOOL OF LAW (SSOL) (BLOCK-7)</b>				
Prof. (Dr.) Komal Vig	Dean	dean.sol@sharda.ac.in	2791	0120-4622999
Sh. Rishu Sangal	Administrative Officer	admin.sol@sharda.ac.in	2795	0120-4622999
Sh. Sudesh Kumar	Executive Asst.	admin.sol@sharda.ac.in	2741	0120-4622999
<b>SCHOOL OF MEDICAL SCIENCES &amp; RESEARCH (SMS&amp;R) (BLOCK-22)</b>				
Prof. (Dr.) Nirupma Gupta	Dean	dean.smsr@sharda.ac.in	3939	0120-4622999
Mr. Ankur Sharma	OSD	admin.smsr@sharda.ac.in	3960	0120-4622999
Ms. Ashmita Gupta	Asst. Registrar	admin.smsr@sharda.ac.in	3967	0120-4622999

\*Kindly dial university helpline number 0120-4622999/ 4060210, 211 to connect to various extensions that are mentioned above.

## Academic Calendar 2023-24 for First Year

[SMSR and SDS (Yearly) are not included]

ODD Semester				
Weeks	Description(s)	Date(s) & Day(s)		Week
26 June – 02 July	Last Date for Payment of Annual/Odd - Semester Tuition Fee for 03rd Year onwards	30 June	Thu	
03 July – 09 July	Online Registration – 3rd Year onwards of all UG & PG Programmes	03 July – 08 July	Mon - Sat	1
17 July – 23 July	Commencement of Classes – 3rd Year onwards of all UG & PG Programmes	17 July	Mon	2
	Instructional Days	17 July – 21 July	Mon – Fri	
	Last Date for Online Registration for 3rd Year onwards with penalty/fine	21 July	Fri	
	Last Date for Add/Drop of Courses for 3rd Year onwards			
24 July - 30 July	Instructional Days	24 July – 28 July	Mon – Fri	3
	<b>Holiday – Muharram</b>	29 July	Sat	
31 July – 06 Aug	Last Date for Payment of Annual/Odd - Semester Tuition Fee for 02nd Year	31 Jul	Mon	4
	Instructional Days	31 Jul – 04 Aug	Mon – Fri	
07 Aug – 13 Aug	Instructional Days – 3rd Year onwards of all UG & PG Programmes	07 Aug – 11 Aug	Mon – Fri	5
	Matriculation – 1st Year of all UG & PG Programmes	01 Aug - 10 Aug		
	Online Registration – 2nd Year of all UG & PG Programmes			
14 Aug – 20 Aug	<b>Holiday - Independence Day</b>	15 Aug	Tue	6
	Commencement of Classes – 2nd Year of all UG & PG Programmes	14 Aug – 19 Aug	Mon – Sat	
	School Level Orientation Programme/Bridge Courses for 1st Year	11 Aug - 20 Aug		
21 Aug – 27 Aug	University Orientation Programme for 1st Year	21 Aug	Mon	7
	Instructional Days	21 Aug – 25 Aug	Mon – Fri	
	Commencement of 1st Year Classes	22 Aug	Tue	

Weeks	Description(s)	Date(s) & Day(s)		Week
	Last Date for Add/Drop of Courses for 2nd Year	24 Aug	Thu	
	Last Date for Online Registration for 2nd Year with penalty/fine.			
28 Aug – 03 Sep	Instructional Days	28 Aug – 02 Sep	Mon – Sat	8
	<b>Holiday – Raksha Bandhan</b>	30 Aug	Wed	
04 Sep – 10 Sep	Instructional Days	04 Sep – 08 Sep	Mon – Fri	9
	<b>Holiday – Janmashtami</b>	07 Sep	Thu	
11 Sep – 17 Sep	Instructional Days	11 Sep – 16 Sep	Mon – Sat	10
18 Sep – 24 Sep	Instructional Days	18 Sep – 22 Sep	Mon – Fri	11
	Online Formative Feedback on Teaching Learning Process			
25 Sep – 01 Oct	Instructional Days	25 Sep – 30 Sep	Mon – Sat	12
	<b>Holiday – Milad-un-Nabi</b>	28 Sep	Thu	
	Generation of Admit Card for MSE	30th Sep	Sat	
02 Oct – 08 Oct	<b>Holiday - Mahatma Gandhi Jayanti</b>	02 Oct	Mon	13
	Remedial Classes	03 Oct	Tue	
	Mid-Semester Examination (MSE)	04 Oct – 07 Oct	Wed – Sat	
09 Oct – 15 Oct	Mid-Semester Examination (MSE)	09 Oct – 10 Oct	Mon - Tue	14
	Instructional Days	11 Oct – 13 Oct	Wed – Fri	
	7th Convocation	13 Oct	Fri	
16 Oct – 22 Oct	Instructional Days	16 Oct – 21 Oct	Mon - Sat	15
23 Oct – 29 Oct	Instructional Days	23 Oct – 27 Oct	Mon – Fri	16
	<b>Holiday – Dussehra</b>	24 Oct	Tue	
30 Oct – 05 Nov	Instructional Days	30 Oct – 04 Nov	Mon – Sat	17
	Online Summative Feedback			
	Annual Tech Fest – Contrivance	02 Nov – 04 Nov	Thu - Sat	
06 Nov – 12 Nov	Instructional Days	06 Nov – 10 Nov	Mon – Fri	18
13 Nov – 19 Nov	<b>Holiday – Deepawali</b>	13 Nov – 14 Nov	Mon – Tue	19
	<b>Holiday – Bhai Dooj</b>	15 Nov	Wed	
	Last Instructional Day	16 Nov	Thu	
	Remedial Classes/Declaration of List of Debarred Students	17 Nov	Fri	
	Generation of Admit Card for ESE	18 Nov	Sat	
20 Nov – 26 Nov	Remedial Classes	20 Nov	Mon	20
	Practical Examinations	21 Nov – 25 Nov	Tue – Sat	
27 Nov – 03 Dec	<b>Holiday – Guru Nanak's Birthday</b>	27 Nov	Mon	21



Weeks	Description(s)	Date(s) & Day(s)		Week
04 Dec – 10 Dec	End-Semester Examination (ESE)	28 Nov – 02 Dec	Tue – Sat	
	End-Semester Examination (ESE)	04 Dec – 08 Dec	Mon – Fri	22
11 Dec – 17 Dec	End-Semester Examination (ESE)	11 Dec – 16 Dec	Mon – Sat	23
18 Dec – 24 Dec	Winter Break*	18 Dec – 23 Dec	Mon – Sat	24
	Last date of Evaluation	22 Dec	Fri	
25 Dec – 31 Dec	Winter Break*	26 Dec – 30 Dec	Tue – Sat	25
	<b>Holiday – Christmas</b>	25 Dec	Mon	
	Declaration of Result	28 Dec	Thu	
	Online Registration of all UG & PG Programmes (Even Term)	28 Dec – 30 Dec	Thu – Sat	
	Last Date for Payment of Even Semester Tuition fee	31 Dec	Sun	
<b>Even Semester - 2023-24</b>				
01 Jan – 07 Jan	<b>Holiday – New Year's Day</b>	01 Jan	Mon	1
	Showing of Answer Sheets	02 Jan	Tue	
	Commencement of Classes of all UG & PG Programmes	03 Jan - 05 Jan	Wed – Fri	
08 Jan – 14 Jan	Instructional Days	08 Jan – 12 Jan	Mon – Fri	2
	Last Date for Online Registration with penalty/fine.	12 Jan	Fri	
	Last Date for Add/Drop of Courses			
15 Jan – 21 Jan	Instructional days	15 Jan – 19 Jan	Mon – Fri	3
22 Jan – 28 Jan	Instructional Days	22 Jan – 25 Jan	Mon – Thu	4
	<b>Republic Day</b>	26 Jan	Fri	
29 Jan – 04 Feb	Instructional Days	29 Jan – 02 Feb	Mon – Fri	5
05 Feb – 11 Feb	Instructional Days	05 Feb – 09 Feb	Mon – Fri	6
12 Feb – 18 Feb	Instructional Days	12 Feb – 16 Feb	Mon – Fri	7
19 Feb – 25 Feb	Instructional Days	19 Feb – 23 Feb	Mon – Fri	8
	Online Formative Feedback on Teaching Learning Process			
26 Feb – 03 Mar	Instructional Days	26 Feb – 01 Mar	Mon – Fri	9
	Annual Cultural Fest – Chorus	29 Feb - 02 Mar	Thu – Sat	
04 Mar – 10 Mar	Instructional Days	04 Mar – 07 Mar	Mon - Thu	10
	Declaration of List of Debarred Students	7 Mar	Thu	
	<b>Holiday- Maha Shiv Ratri</b>	08 Mar	Fri	
	Generation of Admit Card for MSE	09 Mar	Sat	
11 Mar – 17 Mar	Remedial Classes	11 Mar	Mon	11
	Mid-Semester Examination (MSE)	12 Mar – 16 Mar	Tue – Sat	
18 Mar – 24 Mar	Mid-Semester Examination (MSE)	18 Mar	Mon	12

\*Student appearing for Summer Term will be provisionally promoted till the declaration of result of Summer Term.

Weeks	Description(s)	Date(s) & Day(s)		Week
	Instructional Days	19 Mar – 22 Mar	Tue – Fri	
25 Mar – 31 Mar	Instructional Days	27 Mar – 28 Mar	Wed – Thu	13
	<b>Holiday – Holi</b>	25 Mar -26 Mar	Mon-Tue	
	<b>Holiday – Good Friday</b>	29 Mar	Fri	
01 Apr – 07 Apr	Instructional Days	01 Apr – 05 Apr	Mon – Fri	14
08 Apr – 14 Apr	Instructional Days	08 Apr – 12 Apr	Mon – Fri	15
	<b>Holiday – Id-ul – Fitr</b>	10 Apr	Wed	
	<b>Holiday- Dr. B.R. Ambedkar Jayanti</b>	14 Apr	Sun	
15 Apr – 21 Apr	Instructional Days	15 Apr – 19 Apr	Mon – Fri	16
	Online Summative Feedback/Programme Exit Survey			
	<b>Holiday – Ram Navami</b>	17 Apr	Wed	
	Last Instructional Day	18 Apr	Thu	
	Remedial Classes/Declaration of List of Debarred Students	19 Apr	Fri	
	Generation of Admit Card for ESE	20 Apr	Sat	
	<b>Holiday- Mahavir Jayanti</b>	21 Apr	Sun	
22 Apr – 28 Apr	Remedial Classes	22 Apr	Mon	17
	Practical Examination	23 Apr – 26 Apr	Tue – Fri	
29 Apr – 05 May	End – Semester Examination (ESE)	29 Apr – 04 May	Mon - Sat	18
06 May – 12 May	End – Semester Examination (ESE)	06 May – 10 May	Mon – Fri	19
13 May – 19 May	End – Semester Examination (ESE)	13 May – 18 May	Mon – Sat	20
20 May – 26 May	Last date of Evaluation	25 May	Sat	21
	<b>Holiday – Buddha Purnima</b>	23 May	Thu	
27 May – 02 June	Summer Vacation/Internship	20 May – 13 July	Mon – Sat	22
03 June – 09 June	Declaration of Even Semester Result	31 May	Fri	
	Showing of Answer Sheets	03 June	Mon	
24 June – 30 June	Issuance of Degree to Eligible International Students	25 June	Tue	
15 July – 21 July	Online Registration for Academic Year 2024-25	11 Jul – 13 Jul	Thu - Sat	
	Commencement of Classes for 2nd Year onwards	15 July	Mon	

## LIVING IN GREATER NOIDA

Sr. No.	Shopping Areas	Distance
1.	The Grand Venice Mall, Near Pari Chowk, Greater Noida	6.4 km
2.	Ansal Plaza Mall , Pari Chowk, Greater Noida	around 2 km
3.	MSX Mall, Swarn Nagari, Greater Noida	6.3 km
4.	Sector Alpha-I Commercial Centre	around 3 km
5.	Jagat Farm Shopping area in Sector Gama -I	around 2 km
6.	Rampur Jaggir Shopping area in Sector Beta-I	around 4 km
7.	Tugalpur Shopping area, behind Ansal Plaza Mall. It has the main vegetable market also	around 3 km
8.	Omaxe Connaught Place Mall, Beta II, Greater Noida	around 3.5 km

**How to reach:** Take an Auto/Shared OLA just outside the main gate of Sharda University and tell the driver the name of the place. It will cost you Rs. 50/- single trip. You can pay less if you share an auto with others.

### Theatres/Movie Halls

- Omaxe
- Inox
- CP Mall
- The Grand Venice mall
- NRI City
- Ansal Plaza

### More options for shopping/going out

**Great Indian Place (GIP):** located in Noida, GIP is a very big shopping mall with a lot of shops and café/restaurants.

**Mall of India:** located in Noida, the first destination Mall of the country

**Wave Mall Noida:** located in Noida. Spread in an area of more than 3-lakh sq. ft with 5 movie theatres, kids' zone, food court etc.

**How to reach:** Take an auto from Sharda University to Pari Chowk (nearby Ansal Plaza). Go to Noida by bus. Take an auto to the destination. You may also hire the taxi online/shared cab.

**Nehru Place:** Nehru Place is a large commercial, financial, and business centre in Delhi, India. It is widely considered to be a major information technology hub of South Asia.

**Palika Bazaar:** Palika Bazaar, is an underground market located between the inner and outer circle of Connaught Place, Delhi, India.

## LIST OF POPULAR RESTAURANTS AROUND SHARDA UNIVERSITY

Restaurants	Address	Contact
Bikanervala	Plot No. 21 tower B IT Square, Knowledge Park III, Greater Noida	08754235698/8130396659
The Crème Castle	Ansal Plaza Mall, 2nd Floor, Pari Chowk, Greater Noida	0120-4263333
Haldiram's	MSX Mall, Swarn Nagari, Greater Noida	08588000504/7022681197
Swagath Restaurant	P-2, Omega 1, Opposite AWHO Apartment, Greater Noida	011-49981100
Sparkle	Jagat Farm, Greater Noida	08826308777
Dawat Restaurant & Bar	10, Shopping Complex, Gamma I, Greater Noida	09910631111/0120-4294801
Dominos Pizza	G-5-6, Om Tower , Alpha Commercial Belt, Alpha-1, Greater Noida	18602100000
Burger King	Block H, Beta II, Greater Noida/Plot-008, GF, Gamma, Greater Noida	011-33558000/9990270210
Pizza Hut	Ground Floor, Ansal Plaza, Greater Noida	18002022022/011-39883988
Barbeque Nation	Block H, Beta II, Greater Noida	08447216060/8061756025

## HOTELS IN GREATER NOIDA

Hotels	Address	Contact
Radisson Blu	C-8, 2nd Cross Avenue Road, Kasna, Greater Noida	0120-4517777
Crowne Plaza	Surajpur Chowk, Near Yamaha Company, Greater Noida	0120-6735000
Jaypee Delcourt	G-Block, Surajpur Kasna Road, Greater Noida	0120-2324725
Savoy Suites	Noida-Greater Noida Expy, Amit Nagar, Sadarpur, Greater Noida	0120-3355600/0124-3986192
Hotel Caspia Pro	Wegman's Business Park Plot No. 3, Knowledge Park-III, Greater Noida	0120-6651711
The Stellar Gymkhana	R-1, Knowledge Park-II, Greater Noida	0120-4647500
Park Plaza	Kendriya Vihar-II, Sector 82, Noida	0120-4678888
Formule1	Wegman's Business Park Plot No. 3, Knowledge Park-III, Greater Noida	0120-6651711
Qube Studios-Habitech	Plot No 9, Knowledge Park III, Near Globus IT Park, Greater Noida	09910521779, 09910701589

## PROGRAMME AND FEE STRUCTURE

University fee fixation committee has fixed the fee for the session 2023-24 and onwards. Details of annual and semester wise fee, registration fee & Exam fee are given below. Students need to refer this fee structure during the entire programme of study.

### SHARDA SCHOOL OF ENGINEERING & TECHNOLOGY

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>B.Tech.-</b>											
• Computer Science & Engineering (CSE)	4	2,10,000	2,16,300	2,22,789	2,29,473		1,07,500	1,10,650	1,13,895	1,17,236	
• (CSE) with Specialization in Banking & Insurance • Block Chain Technology • Artificial Intelligence & Machine Learning • Augmented & Virtual Reality • Business Analytics • Bioinformatics	4	2,20,000	2,26,600	2,33,398	2,40,400		1,12,500	1,15,800	1,19,199	1,22,700	
• CSE-Cyber Security & Forensics in association with <b>Microsoft</b> • CSE-Artificial Intelligence for IoT applications in association with <b>AERIS Communication</b> • CSE-Cloud Technology & Virtualization in association with <b>AWS</b>	4	2,20,000	2,26,600	2,33,398	2,40,400		1,12,500	1,15,800	1,19,199	1,22,700	
• CSE- Data Science & Analytics in association with <b>Oracle</b> • CSE- Full Stack Development in association with <b>Xebia IT Architects</b>	4	2,40,000	2,47,200	2,54,616	2,62,254		1,22,500	1,26,100	1,29,808	1,33,627	
• Information Technology (IT)	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
• Electrical and Electronics Engineering (EEE) • (EEE) Specialization in Renewable Energy Systems	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
• Electronics & Communication Engineering (ECE) • (ECE) Specialization in Embedded System/ Robotics and Automation	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
• Electronics & Computer Engineering	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
• Mechanical Engineering (ME) • (ME) Specialization in Digital Manufacturing/ Automotive Electrical Vehicles / Mechatronics	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
• Civil Engineering	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
• Biotechnology (BT) • (BT) Specialization in Stem Cell & Tissue Engineering/Genetic Engineering	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
• Food Process Technology	4	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	

# SHARDA SCHOOL OF ENGINEERING & TECHNOLOGY

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>Eligibility</b>	*Matriculation with-60% marks, Sr. Secondary (10+2) 60% marks (Aggregate) & minimum 60% marks in PCM/PCB for Biotechnology without gap between 10th and 12th. + *SUAT (Online Test), Followed by Personal Interview or *JEE-Mains All India Rank upto 3 Lakh										
<b>Bachelor of Computer Applications (BCA)</b> • Artificial Intelligence and Machine Learning • Data Science • Cloud Computing and IoT	3	1,54,500	1,59,135	1,63,909			79,750	82,068	84,455		
<b>Eligibility</b>	*Sr. Secondary (10+2) with minimum 60% marks. *PCM/PCMB/PCB. Commerce or Humanities with Mathematics in class 12 <sup>th</sup> . Mathematics compulsory in class 10 <sup>th</sup> .										
<b>B.Sc. - Computer Science</b> • Artificial Intelligence and Machine Learning • Data Science • Cloud Computing and IoT	3	98,345	1,01,295	1,04,334			50,673	52,148	53,667		
<b>B.Sc. - Information Technology</b>	3	98,345	1,01,295	1,04,334			50,673	52,148	53,667		
<b>Eligibility</b>	*Sr. Secondary (10+2) with minimum 60% in PCM and aggregate marks.										
<b>Master of Computer Applications (MCA)</b>	2	1,54,500	1,59,135				78,750	81,068			
<b>Eligibility</b>	*BCA/B.Sc. Mathematics/IT/CS with minimum 50% marks *Must have studied Mathematics at graduation or Sr. Secondary level.										
<b>M.Sc. - Computer Science</b>	2	1,09,273	1,12,551				56,137	57,776			
<b>Eligibility</b>	*B.Sc. IT/CS/Mathematics, BCA with minimum 50% marks										
<b>M.Sc. - Genetic Engineering</b>	2	1,09,273	1,12,551				56,137	57,776			
<b>Eligibility</b>	*UG/PG in Biotech/Medical/Dental, BAMS, BHMS with minimum 55% marks.										
<b>M.Tech. - Biotechnology</b> • Animal Biotechnology • Plant Biotechnology • Genetic Engineering • Bio-Engineering and Bio-Informatics	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*B.Tech. in Biotechnology, Biomedical Engg., B.Pharma with minimum 60% marks. *M.Sc. in Biotechnology, Agriculture, Genetics, Molecular Biology, Physiology, Life Sciences (Botany, Zoology, Biochemistry, Microbiology, Medicinal Chemistry) with minimum 60% marks. GATE/NET qualified students shall be preferred.										
<b>M.Tech. - Food Process Technology</b>	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*B.Tech. in Food Process Technology, Food Process Engg., Biotechnology, Biomedical Engg., B.Pharma with minimum 60% marks. *M.Sc. in Food Science Technology, Food Technology, Biotechnology, Agriculture, Genetics, Molecular Biology, Physiology, Life Sciences (Botany, Zoology, Biochemistry, Microbiology, Medicinal Chemistry) with minimum 60% marks. GATE/NET qualified students shall be preferred.										



# SHARDA SCHOOL OF ENGINEERING & TECHNOLOGY

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>M.Tech. - Civil Engineering</b>											
• Environmental Engineering • Structural Engineering • Construction Management • Geotechnical and Earthquake Engineering • Remote Sensing and GIS	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*B.E./B.Tech. in Civil Engg. with minimum 60% marks. *GATE/NET Qualified students shall be preferred. (B.Tech. in Civil Engineering/Environmental Engineering/Chemical Engineering/Energy & Engineering/M.Sc. in Environment with minimum 60% for Environmental Engineering.)										
<b>M.Tech. - Computer Science &amp; Engineering</b>											
• Networking & Cyber Security • Software Engineering • Data Science	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*B.Tech. in Computer Science, IT, Electronics & Communication, Electronics & Instrumentation and Electrical & Electronics with minimum 60% marks. *MCA/M.Sc. (Computer Sc.)/M.Sc. Mathematics with minimum 60% marks. *GATE/NET Qualified students shall be preferred.										
<b>M.Tech. - Cryptology and Cyber Security</b>	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*Minimum 60 % marks or equivalent CGPA in Master Degree in Science in Physics/Mathematical Sciences (Mathematics, statistics and Operation Research)/Computer Science/Information Technology or B.Tech. in Computer Science/Information Technology/Electronics and Communication Engineering/Electrical and electronics Engineering or Master in Computer Application or B.level of DOACC.										
<b>M.Tech. - Electrical and Electronics Engineering</b>											
• Instrumentation and Control • Industrial Automation • Power System Engineering	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*B.Tech./B.E. in Electronics, E&C, E&E, E&I, E&TC with minimum 60% marks. *M.Sc. in Physics, Electronics with minimum 60% marks.										
<b>M.Tech. - Electronics and Communication Engineering</b>											
• Digital Communication • VLSI Technology • Embedded System	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*B.Tech./B.E. in Electronics, E&C, E&E, E&I, E&TC with minimum 60% marks. *M.Sc. in Physics, Electronics with minimum 60% marks. *GATE/NET Qualified students shall be preferred.										
<b>M.Tech. - Mechanical Engineering</b>	2	1,03,809	1,06,923				53,405	54,962			
<b>Eligibility</b>	*B.Tech./B.E./B.Sc.(Engg.) in Mechanical, Automobile, Electronics, Electrical, Metallurgy, Materials Technology & Civil Engg. with minimum 60% marks. *GATE/NET Qualified students shall be preferred.										
<b>Ph.D. in all Engineering Branches (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, Kindly refer our website.										

# SHARDA SCHOOL OF BUSINESS STUDIES

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
B.Com.	3	1,60,000	1,64,800	1,69,744			82,500	84,900	87,372		
B.Com. (Hons./Research)	4	1,60,000	1,64,800	1,69,744	1,74,836		82,500	84,900	87,372	89,918	
B.Com. - Finance & Accounting with ICA	3	1,80,000	1,85,400	1,90,962			92,500	95,200	97,981		
B.Com. - International Accounting & Finance (with ACCA, UK)*	3	1,80,000	1,85,400	1,90,962			92,500	95,200	97,981		
BBA • Banking & Finance • International Business • Marketing Management • Entrepreneurship • HRM • Health Care Management • Logistics & Supply Chain Management	3	2,00,000	2,06,000	2,12,180			1,02,500	1,05,500	1,08,590		
BBA (Hons./Research) • Banking & Finance • International Business • Marketing Management • Entrepreneurship • HRM • Health Care Management • Logistics & Supply Chain Management	4	2,00,000	2,06,000	2,12,180	2,18,545		1,02,500	1,05,500	1,08,590	1,11,773	
BBA - Finance & Accounting (with ACCA, UK)*	3	2,15,000	2,21,450	2,28,094			1,10,000	1,13,225	1,16,547		
Eligibility	*Sr. Secondary(10+2) with minimum 50% marks. *Proficiency in English Communication. *Commerce/Mathematics as a subject at Sr. Secondary level.										
M.Com.	2	1,09,273	1,12,551				56,137	57,776			
Eligibility	*Graduation with minimum 50% marks in Economics/Statistics/Mathematics/Commerce/Accounts as a subject.										
MBA- • Marketing Management • International Business • Business Analytics • Banking & Finance • Human Resources Management • Entrepreneurship & Family Business • Supply Chain Management & Logistics • Health Care & Hospital Administration	2	3,50,000	3,60,500				1,80,000	1,81,750			
MBA - Dual Specialization	2	4,00,000	4,12,000				2,05,000	2,11,000			
MBA Dual Specialization - Industry Integrated	2	Total Programme fee Rs. 15,00,000 payable yearly/semester wise as per University notification.									
Eligibility	*Graduation with minimum 50% marks. *Proficiency in English communication. *SUAT (Online Test), or *MAT with 75% percentile or above score. or *CAT/XAT with 65% percentile or above score followed by Group Discussion & Personal Interview.										

## SHARDA SCHOOL OF BUSINESS STUDIES

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
Executive MBA	2	75,000	75,000								
<b>Eligibility</b>	*Graduate with minimum 50% marks with 1-3 years of minimum experience.										
MBA (Integrated)	4	2,45,000	2,52,350	2,59,921	2,67,718		1,27,500	1,31,175	1,34,960	1,38,859	
<b>Eligibility</b>	*Sr. Secondary(10+2) with minimum 50% marks. *Proficiency in English Communication.										
Ph.D. in Management Sciences (Full Time/Part Time)	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

**\* BBA/B.Com.(with ACCA, UK)**

• Exemption fee of £940 will be Waived off only if student registers with ACCA via Sharda University • **Subscription fee-** Waived off for 1st year.

An amount of £116 for next two years to be paid to ACCA. • **Exam fee-** To be paid as and when required, directly to ACCA. (i.) SBL paper - £227 (ii.) SBR to AAA per paper -£162

• INR 2100- Registration fee to be paid to ISDC.

\* Fee for BBA/MBA/B.Com. international immersion programme is separate and payable only at the time of visit.

## SHARDA SCHOOL OF LAW

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
B.B.A. LL.B. (Hons.) Integrated	5	2,00,000	2,06,000	2,12,180	2,18,545	2,25,102	1,02,500	1,05,500	1,08,590	1,11,773	1,15,051
B.A. LL.B. (Hons.) Integrated											
Eligibility	* Sr. Secondary (10+2) with minimum 50% marks. * Refer BCI for eligibility guidelines.										
LL.M. • Corporate & Commercial Law • Criminal Law • Human Rights Law • International Law	1	1,50,000									
Eligibility	* LL.B from University/Colleges/Institutions recognized by UGC as eligible for enrolment as an advocate in India with minimum 50% marks. * Proficiency in English communication. * Candidate will have to pass University Entrance Exam.										
Ph.D. in Law (Full Time/Part Time)	Min. 3 Yrs.	75,000					40,000				
Eligibility	*For eligibility and seats availability, kindly refer our website.										

# SHARDA SCHOOL OF HUMANITIES & SOCIAL SCIENCES

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>B.A. - English</b>	3	1,10,000	1,13,300	1,16,699			56,500	58,150	59,850		
<b>B.A. (Hons./Research) - English</b>	4	1,10,000	1,13,300	1,16,699	1,20,200		56,500	58,150	59,850	61,600	
<b>B.A.</b> • History • Sociology • Political Science • Psychology • Geography	3	1,10,000	1,13,300	1,16,699			56,500	58,150	59,850		
<b>B.A. (Hons./Research)</b> • History • Sociology • Political Science • Psychology • Geography	4	1,10,000	1,13,300	1,16,699	1,20,200		56,500	58,150	59,850	61,600	
<b>Eligibility</b>	* Sr. Secondary (10+2) with minimum 50% marks. * Proficiency in English Communication.										
<b>B.A. - Economics</b>	3	98,345	1,01,295	1,04,334			50,673	52,148	53,667		
<b>B.A. (Hons./Research) - Economics</b>	4	98,345	1,01,295	1,04,334	1,07,464		50,673	52,148	53,667	55,232	
<b>Eligibility</b>	*Sr. Secondary(10+2) with minimum 50% marks. * Proficiency in English Communication. *Commerce/Mathematics as a subject at Sr. Secondary level.										
<b>Advance Certificate of Proficiency (English)</b>	1	60,000									
<b>Certificate of Proficiency (English)</b>	6 Months	30,000									
<b>Eligibility</b>	* Sr. Secondary (10+2) with minimum 50% marks.										
<b>M.A. - English</b>	2	87,550	90,177				45,275	46,588			
<b>Eligibility</b>	*B.A. (English) with minimum 50% marks										
<b>Master of Arts</b> • Modern History • Sociology • Clinical Psychology • Applied Psychology	2	87,550	90,177				45,275	46,588			
<b>Master of Arts - Political Science</b> • Specialization in International Relations	2	87,550	90,177				45,275	46,588			
<b>Eligibility</b>	*B.A. with minimum 50% marks.										
<b>M.A. - Economics</b>	2	1,20,200	1,23,806				61,600	63,403			
<b>Eligibility</b>	*Graduation with minimum 50% marks in Economics/Statistics/Mathematics/Commerce/Accounts as a subject.										
<b>Ph.D. - Humanities &amp; Social Sciences (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

# SHARDA SCHOOL OF MEDIA, FILM AND ENTERTAINMENT

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>B.A. - Film Television &amp; OTT Production</b>	3	2,00,000	2,06,000	2,12,180			1,02,500	1,05,500	1,08,590		
<b>B.A. (Hons./Research) - Film Television &amp; OTT Production</b>	4	2,00,000	2,06,000	2,12,180	2,18,545		1,02,500	1,05,500	1,08,590	1,11,773	
<b>B.A. - Journalism &amp; Mass Communication</b>	3	1,67,187	1,72,203	1,77,369			86,094	88,601	91,184		
<b>B.A. (Hons./Research) - Journalism &amp; Mass Communication</b>	4	1,67,187	1,72,203	1,77,369	1,82,690		86,094	88,601	91,184	93,845	
<b>B.Sc. - Animation, VFX and Gaming Design</b> • (Specialisation in Animation & VFX) • (Specialisation in Gaming Design) <i>Certification from Media &amp; Entertainment Skill Council</i>	3	1,65,000	1,69,950	1,75,049			85,000	87,475	90,024		
<b>B.Sc. (Hons./Research) - Animation, VFX and Gaming Design</b> • (Specialisation in Animation & VFX) • (Specialisation in Gaming Design) <i>Certification from Media &amp; Entertainment Skill Council</i>	4	1,65,000	1,69,950	1,75,049	1,80,300		85,000	87,475	90,024	92,650	
<b>Eligibility</b>	*Sr. Secondary (10+2) with minimum 50% marks. *Proficiency in English Communication.										
<b>B.A. (Digital &amp; Mass Media) - with ABP Network</b>	3	2,00,000	2,06,000	2,12,180			1,02,500	1,05,500	1,08,590		
<b>Eligibility</b>	*10+2 from any recognized State Board / Central Board with minimum 50% marks. *English proficiency is must.										
<b>M.A. - Journalism and Mass Comm.   Media Management with ABP Network</b>	2	3,00,000	3,09,000				1,55,000	1,59,500			
<b>Eligibility</b>	*Graduate from any recognized university with minimum 50% marks. *English proficiency is must.										
<b>M.A. - Journalism &amp; Mass Communication</b>	2	1,50,000	1,54,500				77,500	79,750			
<b>M.A. - Advertising, Public Relations and Corporate Communication</b>	2	1,50,000	1,54,500				77,500	79,750			
<b>Eligibility</b>	*Graduation in any discipline with minimum 50% marks. *Creative Personality. * Proficiency in English Communication.										
<b>Ph.D. in Mass Communication (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

# SHARDA SCHOOL OF BASIC SCIENCES & RESEARCH

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>B.Sc. - Physics</b> • Computational Physics • Renewable Energy	3	96,161	99,046	1,02,017			49,581	51,023	52,509		
<b>B.Sc. (Hons./Research) - Physics</b> • Computational Physics • Renewable Energy	4	96,161	99,046	1,02,017	1,05,078		49,581	51,023	52,509	54,039	
<b>B.Sc. - Chemistry</b>	3	96,161	99,046	1,02,017			49,581	51,023	52,509		
<b>B.Sc. (Hons./Research) - Chemistry</b>	4	96,161	99,046	1,02,017	1,05,078		49,581	51,023	52,509	54,039	
<b>B.Sc. - Computational Chemistry</b>	3	96,161	99,046	1,02,017			49,581	51,023	52,509		
<b>B.Sc. (Hons./Research) - Computational Chemistry</b>	4	96,161	99,046	1,02,017	1,05,078		49,581	51,023	52,509	54,039	
<b>B.Sc. - Mathematics</b>	3	96,161	99,046	1,02,017			49,581	51,023	52,509		
<b>B.Sc. (Hons./Research) - Mathematics</b>	4	96,161	99,046	1,02,017	1,05,078		49,581	51,023	52,509	54,039	
<b>B.Sc. - Computational Mathematics and Statistics</b>	3	96,161	99,046	1,02,017			49,581	51,023	52,509		
<b>B.Sc. (Hons./Research) - Computational Mathematics and Statistics</b>	4	96,161	99,046	1,02,017	1,05,078		49,581	51,023	52,509	54,039	
<b>B.Sc. - Zoology</b>	3	96,161	99,046	1,02,017			49,581	51,023	52,509		
<b>B.Sc. (Hons./Research) - Zoology</b>	4	96,161	99,046	1,02,017	1,05,078		49,581	51,023	52,509	54,039	
<b>B.Sc. - Data Science &amp; Analytics</b>	3	1,13,300	1,16,699	1,20,200			58,150	59,850	61,600		
<b>B.Sc. (Hons./Research) - Data Science &amp; Analytics</b>	4	1,13,300	1,16,699	1,20,200	1,23,806		58,150	59,850	61,600	63,403	
<b>B.Sc. - Bio Chemistry</b>	3	1,13,300	1,16,699	1,20,200			58,150	59,850	61,600		
<b>B.Sc. (Hons./Research) - Bio Chemistry</b>		1,13,300	1,16,699	1,20,200	1,23,806		58,150	59,850	61,600	63,403	
<b>B.Sc. - Microbiology</b>	3	1,13,300	1,16,699	1,20,200			58,150	59,850	61,600		
<b>B.Sc. (Hons./Research) - Microbiology</b>	4	1,13,300	1,16,699	1,20,200	1,23,806		58,150	59,850	61,600	63,403	
<b>B.Sc. - Food Science &amp; Technology</b>	3	1,13,300	1,16,699	1,20,200			58,150	59,850	61,600		
<b>B.Sc. (Hons./Research) - Food Science &amp; Technology</b>	4	1,13,300	1,16,699	1,20,200	1,23,806		58,150	59,850	61,600	63,403	
<b>B.Sc. - Environmental Science</b>	3	1,13,300	1,16,699	1,20,200			58,150	59,850	61,600		
<b>B.Sc. (Hons./Research) - Environmental Science</b>	4	1,13,300	1,16,699	1,20,200	1,23,806		58,150	59,850	61,600	63,403	
<b>B.Sc. - Biotechnology</b>	3	1,25,000	1,28,750	1,32,613			64,000	65,875	67,806		
<b>B.Sc. (Hons./Research) - Biotechnology</b>	4	1,25,000	1,28,750	1,32,613	1,36,591		64,000	65,875	67,806	69,795	

## Eligibility

\* Sr.Secondary (10+2) with minimum 55% marks in PCM/PCB as applicable.

\* Proficiency in English Communication.

## M.Sc. - Biotechnology

2

1,13,300

1,16,699

## M.Sc. - Biochemistry

2

1,13,300

1,16,699

## M.Sc. - Microbiology

2

1,13,300

1,16,699

## Eligibility

\* B.Sc. with Biology/Life Sciences/Zoology/Botany/Biotechnology/BVSc./B.Pharma/BPT/B.Sc. Food Science Technology/B.Sc. Biochemistry/B.Sc. Microbiology/B.Sc.Nursing/BMIT/B.Sc.Forensic with minimum 55% marks.



## SHARDA SCHOOL OF BASIC SCIENCES & RESEARCH

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>M.Sc. - Data Science &amp; Analytics</b>	2	1,13,300	1,16,699				58,150	59,850			
<b>Eligibility</b>	*B.Sc. IT/CS/Mathematics, BCA, B.Sc. Statistics/Data Science with minimum 55% marks										
<b>M.Sc.</b> • Chemistry • Physics • Mathematics	2	87,550	90,177				45,275	46,588			
<b>Eligibility</b>	* B.Sc. with minimum 55% marks as applicable.										
<b>M.Sc. - Food Science &amp; Technology</b>	2	1,13,300	1,16,699				58,150	59,850			
<b>Eligibility</b>	* Graduation in any branch of Biological Sciences with minimum 55% marks.										
<b>M.Sc.</b> • Environmental Science • Water Resource & Environmental Management	2	1,13,300	1,16,699				58,150	59,850			
<b>Eligibility</b>	* B.Sc. with minimum 55% marks.										
<b>Ph.D. in all Basic Sciences (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

## SHARDA SCHOOL OF NURSING SCIENCE & RESEARCH

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>B.Sc. (Nursing)</b>	4	1,75,000	1,80,250	1,85,658	1,91,227		90,000	92,625	95,329	98,114	
<b>Eligibility</b>	As per INC Guidelines-(Sr. Secondary (10+2) with minimum 50% marks in aggregate (PCB), good knowledge of English with minimum 45% marks, (minimum age 17 years)).										
<b>B.Sc. (Post Basic Nursing)</b>	2	1,52,982	1,57,571				78,991	81,286			
<b>Eligibility</b>	*GNM with minimum 50% marks.										
<b>M.Sc. (Nursing)</b> • Community Health Nursing • Obstetrics & Gynecology Nursing • Child Health Nursing (Paediatrics) • Medical Surgical Nursing	2	1,91,227	1,96,964				98,114	1,00,982			
<b>Eligibility</b>	* B.Sc. Nursing / B.Sc. Hons. Nursing / Post Basic B.Sc. Nursing with minimum of 55% aggregate marks. * Minimum 1 year of work experience after B.Sc. Nursing. * Minimum 1 year of work experience prior or after Post Basic B.Sc. Nursing. * Registration with any state Nursing Registration Council.										
<b>Ph.D. in Nursing (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

## SHARDA SCHOOL OF DESIGN, ARCHITECTURE & PLANNING

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>Bachelor of Architecture (B.Arch.)**</b>	5	2,06,000	2,12,180	2,18,545	2,25,102	2,31,855	1,05,500	1,08,590	1,11,773	1,15,051	1,18,427
<b>Eligibility</b>	*Sr. Secondary (10+2) with PCM as compulsory subjects. *(10+3) Diploma with Mathematics as compulsory subjects. *Must be NATA/JEE Paper-2 qualified. *Refer COA for eligibility guidelines.										
<b>Bachelor of Visual Arts (Applied Arts)</b>	4	84,872	87,418	90,041	92,742		43,936	45,209	46,520	47,871	
<b>Bachelor of Design</b> • Interior Design • Fashion Design • Communication Design	4	2,50,000	2,57,500	2,65,225	2,73,182		1,27,500	1,31,250	1,35,113	1,39,091	
<b>Eligibility</b>	*Sr. Secondary (10+2) with minimum 50% marks. *Proficiency in English Communication. *Creative Personality.										
<b>Masters in Design-</b> • Interior Design • Fashion Design	2	2,12,180	2,18,545				1,08,590	1,11,773			
<b>Eligibility</b>	*Graduation in any discipline with minimum 50% marks. *Proficiency in English Communication. *Creative Personality.										
<b>Ph.D. in Architecture (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										
<b>Ph.D. in Design (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

## SHARDA SCHOOL OF MEDICAL SCIENCES & RESEARCH

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>Bachelor of Medicine &amp; Bachelor of Surgery (MBBS )</b>	4.5+1	12,69,319					<i>Mis. fee for MBBS Rs. 85,600/- per annum and for MD/MS Rs. 1,28,400/- per annum. This is the fee approved for 2022-23. DGME may fix new fee for 2023-24. Please refer website for updated fee.</i>				
<b>MD/MS (Clinical Branches)</b>	3	25,40,649									
<b>MD/MS (Non-Clinical Branches)</b>	3	9,77,116									
<b>MD Pathology</b>	3	13,68,025									
<b>Eligibility</b>	*As per MCI Guidelines, Must be NEET Qualified and allotted through UPDGME, Uttar Pradesh, Lucknow.										
<b>M.Sc.</b> • Medical Anatomy • Medical Bio Chemistry • Medical Microbiology • Medical Pharmacology • Medical Physiology	3	1,31,127	1,35,061	1,39,113			67,064	69,030	71,056		
<b>Eligibility</b>	*MBBS/BDS/BAMS/BHMS/BUMS/B.Pharma/BVSc/B.Sc. Life Sciences/B.Sc. Biology/B.Sc. Bio Chemistry/B.Sc. Nursing/BMLT/BPT/B.Tech. (Bio-Tech.) with minimum 55% marks.										
<b>Ph.D. in Medical (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

# SHARDA SCHOOL OF ALLIED HEALTH SCIENCES

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>Bachelor of Physiotherapy (BPT)</b>	4+0.5	1,80,000	1,85,400	1,90,962	1,96,691		92,500	95,200	97,981	1,00,845	
<b>B.Sc. in Radiological Imaging Techniques (Radiology/CT/MRI)</b>	3+0.5	1,48,610	1,53,068	1,57,660			76,805	79,034	81,330		
<b>B.Sc. in Medical Laboratory Technology (Techniques) (BMLT)</b>	3+0.5	1,48,610	1,53,068	1,57,660			76,805	79,034	81,330		
<b>Eligibility</b>	* Sr.Secondary (10+2) with Physics, Chemistry and Biology/Life Sciences with minimum 60% marks.										
<b>B.Sc. - Cardiovascular Technology</b>	4	1,48,610	1,53,068	1,57,660	1,62,390		76,805	79,034	81,330	83,695	
<b>B.Sc. - Forensic Science</b>	3	1,48,610	1,53,068	1,57,660			76,805	79,034	81,330		
<b>Bachelor of Optometry</b>	4	1,48,610	1,53,068	1,57,660	1,62,390		76,805	79,034	81,330	83,695	
<b>Bachelor of Science (Nutrition &amp; Dietetics)</b>	3	1,48,610	1,53,068	1,57,660			76,805	79,034	81,330		
<b>Bachelor of Science (Dialysis Technology)</b>	3	1,48,610	1,53,068	1,57,660			76,805	79,034	81,330		
<b>Eligibility</b>	* Sr.Secondary (10+2) with Physics, Chemistry and Biology/Life Sciences with minimum 60% marks. *For B.Sc. - Forensic Science - PCM/PCB with min 60% marks										
<b>Master of Physiotherapy (MPT)</b> • Orthopaedics • Neurology • Cardiopulmonary • Sports	2	1,75,000	1,80,250				90,000	92,625			
<b>Eligibility</b>	* BPT with minimum 50% marks.										
<b>M.Sc. (Clinical Research)</b>	2	1,44,200	1,48,526				74,600	76,763			
<b>Eligibility</b>	* MBBS/BDS/BVSc./B.Sc. Life Sciences/B.Sc. Biology with minimum 55% marks.										
<b>M.Sc. (Forensic Science)</b>	2	1,44,200	1,48,526				74,600	76,763			
<b>Eligibility</b>	B.Sc. (Forensic Science)/B.Sc. (Pass) with Biology/Biotechnology/Life Science compulsory & with any of the two subjects viz. Chemistry, Mathematics, Physics and Zoology or BDS with at least 50% marks in aggregate										
<b>M.Sc. (Nutrition &amp; Dietetics)</b> • Clinical Nutrition • Food Science and Nutrition • Public Health Nutrition	2	1,44,200	1,48,526				74,600	76,763			
<b>Eligibility</b>	Graduation with minimum 55% marks in Home Science/Nutrition & Dietetics/Food Science/Microbiology/Biochemistry/Life Science/BNYS (Naturopathy)/BAMS (Ayurveda)										
<b>Ph.D. in Allied Sciences (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

## SCHOOL OF DENTAL SCIENCES

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
Bachelor of Dental Surgery (BDS)	4+1	3,65,000					Mis. fee of Rs. 40,000/- approved by DGME.				
Master of Dental Surgery (MDS) • Periodontology • Oral Pathology & Microbiology • Oral & Maxillofacial Surgery • Prosthodontics Including Crown & Bridge • Pedodontics & Preventive Dentistry • Conservative Dentistry & Endodontics • Orthodontics & Dentofacial Orthopaedics	3	7,69,400					Mis. fee for MDS Rs. 1,00,000/- per annum. This is the fee approved for 2022-23. DGME may fix new fee for 2023-24. Please refer website for updated fee.				
Eligibility	*As per DCI guidelines, Must be NEET Qualified and allotted through UPDGME, Uttar Pradesh, Lucknow.										
Ph.D. in Dental (Full Time/Part Time)	Min. 3 Yrs.	75,000					40,000				
Eligibility	*For eligibility and seats availability, kindly refer our website.										

## SCHOOL OF EDUCATION

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>Bachelor of Education (B.Ed.)</b>	2	1,40,000	1,44,200				71,500	73,600			
<b>Eligibility</b>	*Graduation with minimum 50% marks. *Refer NCTE for eligibility guidelines.										
<b>Integrated BA. B.Ed.</b>	4	1,50,000	1,54,500	1,59,135	1,63,909		76,500	78,750	81,068	83,455	
<b>Eligibility</b>	*Sr. Secondary (10+2) with minimum 50% marks. *Refer NCTE for eligibility guidelines.										
<b>Integrated B.Sc. B.Ed.</b>	4	1,50,000	1,54,500	1,59,135	1,63,909		76,500	78,750	81,068	83,455	
<b>Eligibility</b>	*Sr. Secondary (10+2) PCM/PCB with minimum 50% marks. *Refer NCTE for eligibility guidelines.										
<b>Master of Arts (Education)</b>	2	87,418	90,041				45,209	46,520			
<b>Eligibility</b>	*Minimum 50% in Bachelor's Degree (any discipline or equivalent) *Refer NCTE for eligibility guidelines.										
<b>PG Diploma in Guidance and Counselling (PGDGC)</b>	1	80,000	(only annual)								
<b>Eligibility</b>	*Minimum 50% in Bachelor's Degree (any discipline or equivalent)										
<b>Ph.D. in Education (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

## SHARDA SCHOOL OF AGRICULTURAL SCIENCES

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>B.Sc. (Hons.)- Agriculture</b>	4	1,50,000	1,54,500	1,59,135	1,63,909		76,500	78,750	81,068	83,455	
<b>Eligibility</b>	* Sr. Secondary (10+2) with minimum 55% marks in PCM/PCB/Agriculture.										
<b>M.Sc. - Agriculture (Agronomy)</b>	2	1,50,000	1,54,500				76,500	78,750			
<b>Eligibility</b>	* B.Sc. - Agriculture with minimum 55% marks.										
<b>Ph.D. in Agriculture (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, Kindly refer our website.										

## SCHOOL OF PHARMACY

Programme	Duration in Yrs.	1st year	2nd year	3rd year	4th year	5th year	Sem. Fee 1st Yr.	Sem. Fee 2nd Yr.	Sem. Fee 3rd Yr.	Sem. Fee 4th Yr.	Sem. Fee 5th Yr.
<b>Bachelor of Pharmacy (B.Pharma)</b>	4	2,00,000	2,06,000	2,12,180	2,18,545		1,02,500	1,05,500	1,08,590	1,11,773	
<b>Eligibility</b>	* Sr. Secondary (10+2) in PCM/PCB with minimum 50% marks. * Refer PCI for eligibility guidelines.										
<b>Diploma in Pharmacy (D.Pharma)</b>	2	1,16,699	1,20,200				59,850	61,600			
<b>Eligibility</b>	* Sr. Secondary (10+2) in PCM/PCB with minimum 50% marks. * Refer PCI for eligibility guidelines.										
<b>Ph.D. in Pharmacy (Full Time/Part Time)</b>	Min. 3 Yrs.	75,000					40,000				
<b>Eligibility</b>	*For eligibility and seats availability, kindly refer our website.										

<b>ADDITIONAL FEE</b>	*Admission Fee (One Time) Non Refundable	20,000	Caution money for MBBS   BDS   MD   MS   MDS students would be charged as per University guidelines and must be checked on website.
	*Examination Fee (Per Semester)	6,000	
	*Registration Fee from Second Year onwards (Annually)	5,000	

Note- \* Medium of instruction at Sharda University is English. Proficiency in English Communication is desired in all courses.

\* Minimum Age for all Undergraduate Courses is 17 years as on 31st December of the admission year.

\* As per recommendation of NEP-2020, Sharda University offers 4-year UG programmes having flexibility of multiple entry, exit & entry flexible degree options with single & double major, minor, multi/inter disciplinary choices & the curriculum built with employability skills.

\* Provided other eligibility criteria are met, relaxation of 5% in minimum eligibility qualifying marks will be considered for Differently Abled (PH), 2.5% for SC/ST and OBC Candidates.

\* Relaxation in age upto 5 years if permitted by the Statutory Regulatory Bodies, will be considered for PH/SC/ST category of students and upto 2.5 years for OBCs.

\* The University facilitates scholarship to SC/ST students through State Welfare Department (Samaj Kalyan Kendra).

\* Subject to fulfilment of basic eligibility conditions, no PH/SC/ST or OBC student is denied admission in the University.

\* One time contribution of Rs. 1500/- towards Alumni Association will be payable in final year of the programme.

\* For fee refund policy, kindly visit our website.

\* The University follows an approx 3% progressive fee structure, kindly visit <https://www.sharda.ac.in/course-fee> for detailed fee structure.

\* Students are advised to pay fee in stipulated time duration, to avoid late fee charged as notified time to time by University.

\* Rs. 1000 fee for MOOC course if applicable (Maximum 2 courses only).


# For Fee details of MBBS/MD/MS/MDS programmes, kindly refer our website.


## FEE DEPOSIT DETAILS


### MODE OF PAYMENT

#### Online

NEFT/RTGS/IMPS mode only. Please transfer the amount as per below details:


Account Name- <b>Sharda University a Unit of Sharda Educational Trust</b>
Account Number- <b>8844440 + Your System ID</b> , for E.g. 88444402022xxxxxx
Bank Name- <b>ICICI Bank Ltd.</b>
IFSC Code- <b>ICIC0000106</b>


Account Name- <b>Sharda University</b>
Account Number - <b>SHUN99 + Your System ID</b> , for E.g. SHUN992022xxxxxx
Bank Name - <b>HDFC Bank Ltd.</b>
IFSC Code- <b>HDFC0000278</b>


Account Name- <b>Sharda Educational Trust</b>
Account Number - <b>SHARDA + Your System ID</b> , for E.g. SHARDA2022xxxxxx
Bank Name - <b>Kotak Mahindra Bank Ltd.</b>
IFSC Code- <b>KKBK0005028</b>

#### Via Bank Challan

**DD in favor of "Sharda University" Payable of Gr. Noida**

**Cash at Fee Counter (Limited facility)**

**Debit Card/Credit card at Campus Fee Counter**

#### Payment Via Portal

- Students/Parents can log-in to Student Portal for the Online payment of fee and conveniently pay through the following payment gateways.

**(Login-> Fee payment-> HDFC-> Pay)**



Note: For newly admitted students, Portal Login credentials are shared at the time of Registration.

To check letter of tie-ups with banks for education loan kindly visit our website [www.sharda.ac.in](http://www.sharda.ac.in) & click on education loan.

#### Use GRAYQUEST to pay Fee in Easy Monthly Instalments

Sharda University is pleased to announce that, we are introducing a fee payment option for your convenience. This is in collaboration with GrayQuest, an independent company which is one of India's leading providers of monthly payment plans for education fees. GrayQuest will offer all parents with a Monthly Payment Plan. Parents availing of the offer can pay their Academic Fee in easy monthly instalments, while accessing more than fifty rewards for their children. For further details, visit: <https://grayquest.com/sharda>



Accounts Department Helpdesk : [su.finance.info@sharda.ac.in](mailto:su.finance.info@sharda.ac.in)



## NOTES

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

# REGIONAL REACH- SHARDA COUNSELLING CENTRE

## SHARDA UNIVERSITY CAMPUS

Plot No.32, 34, Knowledge Park III, Greater Noida, UP-201310

E-mail: [admission@sharda.ac.in](mailto:admission@sharda.ac.in), Website: [www.sharda.ac.in](http://www.sharda.ac.in) Helpline: **0120-4570000**, Ph.: **0120-4060210/11**

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 <b>LUCKNOW</b> <b><a href="mailto:admission.lucknow@sharda.ac.in">admission.lucknow@sharda.ac.in</a></b> +91-9205883451, +91-8448198397	 <b>PATNA</b> <b><a href="mailto:admission.patna@sharda.ac.in">admission.patna@sharda.ac.in</a></b> +91-9205883453, +91-8448198394	 <b>RANCHI</b> <b><a href="mailto:admission.ranchi@sharda.ac.in">admission.ranchi@sharda.ac.in</a></b> +91-8448198391, +91-9205883459
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 <b>SIKKIM</b> <b><a href="mailto:admission.sikkim@sharda.ac.in">admission.sikkim@sharda.ac.in</a></b> +91-9205883458, +91-8826998009	 <b>AIZAWL</b> <b><a href="mailto:admission.aizawl@sharda.ac.in">admission.aizawl@sharda.ac.in</a></b> +91-9311211519, +91-8826998009	





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