



HINDUSTAN

INSTITUTE OF TECHNOLOGY & SCIENCE
(DEEMED TO BE UNIVERSITY)



University HANDBOOK 2023-2024

Indisputably the
best place to study!



MUTTUKADU LAKE

BAY RANGE CAMPUS

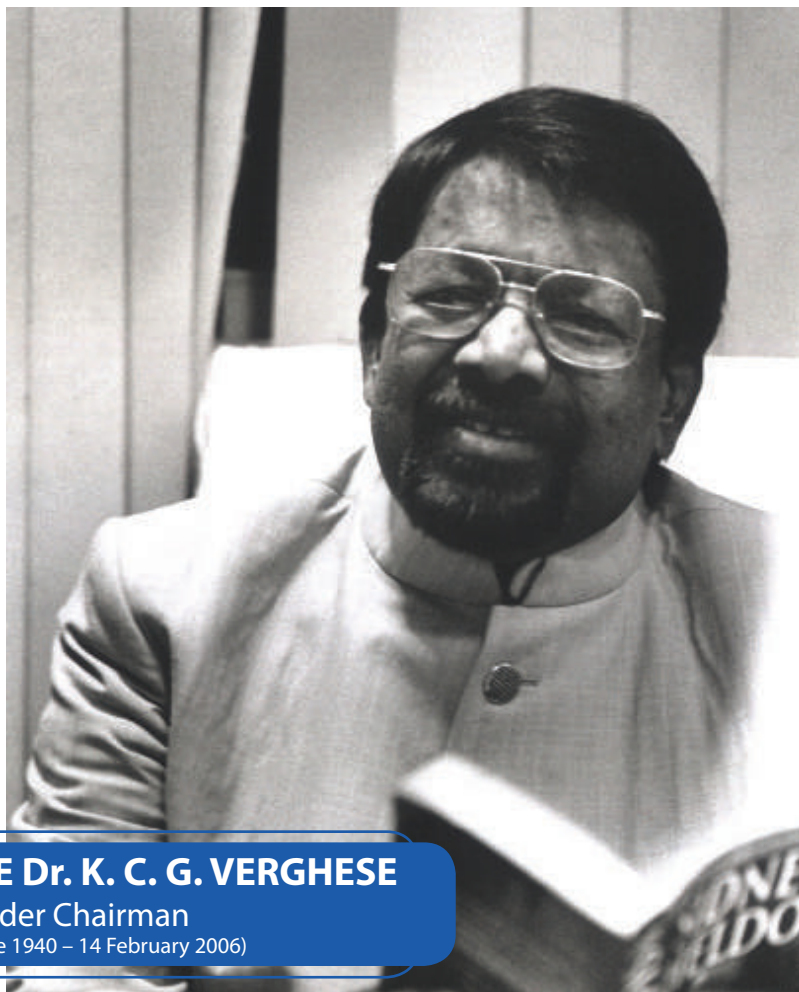


OMR

ACADEMIC BUILDINGS

- 1 ADMINISTRATION BLOCK
- 2 SCHOOL OF SCIENCE & HUMANITIES
- 3 STUDENT'S ACTIVITY CENTRE
- 4 SCHOOL OF BUILDING SCIENCES
- 5 SCHOOL OF ELECTRICAL & COMPUTING SCIENCES
- 6 FOUNDER'S BLOCK
- 7 SCHOOL OF AERONAUTICAL SCIENCES
- 8 JUBILEE BLOCK
- 9 EDISON BLOCK
- 10 MGR AUDITORIUM
- 11 FLIGHT DISPLAY
- 12 JUPITER HOSTEL (BOYS)
- 13 MEDITATION & COUNSELLING CENTRE
- 14 GALAXY HEALTH AND SCIENCE BLOCK

- 15 PLAY GROUND
- 16 GIRL'S HOSTELS
- 17 GARAGE CAFE
- 18 MOTORSPORT DIVISION
- 19 MAIN WORKSHOP
- 20 BASKET BALL COURTS
- 21 CAFETERIA
- 22 OPEN AIR THEATRE
- 23 VENUS ACADEMIC BLOCK
- 24 FACULTY ACCOMMODATION



LATE Dr. K. C. G. VERGHESE

Founder Chairman

(20 June 1940 – 14 February 2006)

Dr. K.C.G. Verghese, the iconic educationist, achieved success in his earnest effort to build this great institution, thereby fulfilling his sole dream, passion and vision. Today the institution offers quality education, at an affordable price, to thousands of students from across the globe. The Institution caters to 7,500 students and has more than 25,000 alumni across the world.

In his autobiography, “Wheels and Wings” Dr. K.C.G. Verghese voiced, “After much contemplation, I made my choice: ETERNAL ENTHUSIASM and PERSEVERANCE, For these are qualities that made me what I am. Added to these are two additional features of my work culture: LONG-RANGE VISION and LIVE NETWORKING.” Throughout his path-breaking and progressive career, his united focus has been

“TO MAKE EVERY MAN A SUCCESS AND NO MAN A FAILURE.”



**“Every man is a success and no man a failure”
- Dr. KCG Verghese**

Dear Students,

I am delighted to welcome you to Hindustan Institute of Technology and Science - the most happening destination to sculpt your success story. I am sure that your exuberant energy will enrich our vibrant and green campus. As you begin your higher education with us, we look forward to learning, exploring, and growing together.

At HITS, you are a part of a strong community that values academic excellence and diversity. HITS, which is a part of the Hindustan Group of Institutions, has won many laurels and accolades in its stint of thirty-eight years in the field of education. HITS offers 51 undergraduate and 31 postgraduate programmes under the streams of Technology, Science, Arts, Law, Management Studies, Allied Health Sciences, and Computer Applications with specific specialisations. The National Board of Accreditation (NBA) has accredited seven undergraduate programmes under the engineering stream. The NIRF has ranked HITS in the 101-150 band. The Institution is also ranked in the Gold Band with an A grade for higher Educational Institution of Excellence by the OBE Rankings 2022. HITS holds almost a hundred national and international patents for the various research activities carried out by both staff and students. Moreover, the collaborations with international universities enable the students to encounter and experience semester exchange programmes in any of the 150 partner universities worldwide.

Paramount to academic achievement and excellence, our students have participated in competitions at both national and international level and have won laurels and appreciations for their extraordinary performances. Furthermore, students have an active sense of social responsibility and enthusiastically participate in outreach programmes and contribute to the betterment of the society. By choosing to study in Hindustan, you have made a life changing decision to establish a strong career. You also can be a part of a community that encourages and cherishes different cultures and traditions. HITS, as a great learning centre, will surely provide quality-based education and will truly become the Alma Mater you would be proud of for the rest of your life.

Let me once again welcome you to Hindustan!

With best wishes,

Dr. ANAND JACOB VERGHESE

Chancellor

Congratulations and a hearty welcome to the students of 2023-24 batch to Hindustan Institute of Technology and Science! Our university popularly known as HITS is one of the most popular higher education institutions in India. Several tens of thousands of Alumni of HITS are leading a highly successful career in their chosen fields reaching the heights at corporates, government establishments, social platforms, entrepreneurial ventures and many more across the globe. HITS has also kindled lights in the hearts of prospering students to excel not only in formal academics but also in developing life skills with inculcation of morals, ethics and principles and transform them into responsible and highly respectful citizens of the nation.



The flexible choice-based curriculum practiced at HITS with provision to study many interdisciplinary courses in addition to core courses is a feast for students who wish to explore new learnings across various areas related to several disciplines. The curricula of all UG and PG programmes offered at HITS are carefully designed and developed with inputs from industrialists, highly accomplished academicians, alumni and employers of our students to them abreast of changes in technology and relevance in the society. The association of many successful industries such as IBM, Volkswagen, Bosch etc. in delivering the industry relevant curriculum directly to students has put our students ahead of many peers. The additional courses that lead to Honours and Minors added to requisite courses at HITS are value additions to the degrees earned by the students. Students are given ample opportunities to credit courses offered by open platforms such as Coursera, and Edx which are delivered by world renowned accomplished Professors. All these revolutionary implementations in curricula and practice have been rightly rewarded by placing HITS high at the global and Indian rankings.

This handbook provides first-hand information about the Infrastructure, Academic Practices, Career Options, Various Amenities, Scholarships & Awards, Rules, Regulations and Guidelines and Contact Details.

We wish the newly admitted student fraternity an eventful, joyful and fun-filled learning at HITS. Further, we congratulate the parents of our proud students for succeeding in admitting their wards to a prestigious University in India and presenting them with a bright career path.

With best wishes,

Dr. S.N. SRIDHARA

Vice Chancellor

BOARD OF MANAGEMENT AND ACADEMIC COUNCIL MEMBERS

Patron

Dr. Mrs. Elizabeth Verghese
Founder Chancellor

Patron

Dr. Anand Jacob Verghese
Chancellor

Patron

Mr. Ashok Verghese
Pro Chancellor

Chairperson

Dr. S.N. Sridhara
Vice Chancellor

Member

Dr. R.W. Alexander Jesudasan
Pro Vice Chancellor

Member

Dr. Aby Sam
Executive Director

Non-Member Secretary

Dr. Muthukumar Subramanian
Registrar

External Members

Board of Management

Dr. S.P. Thyagarajan
Former VC of Madras University and Chancellor
of Avinashilingam Institute for Home Science
and Higher Education for Women (Deemed to be
University), Coimbatore.

Dr. S.N. Hegde
Former Vice-Chancellor
University of Mysuru

Dr. Rajeev Ahuja
Director, IIT Ropar, Nangal Road, Rupnagar,
Punjab

Dr. Annie Jacob
Director,
KCG College of Technology, Chennai.

Dr. Susan Verghese
Director,
Hindustan College of Arts and Science, Chennai

Academic Council

Dr. Gomathi Nayagam
Former Director, National Institute of Wind
Energy,
Chennai.

Dr. Geeta Madhavan
Advocate

Dr. John Philip
Head, Corrosion Science and Technology
Division IGCAR, Kalpakkam.

Dr. John Varghese
Principal,
St. Stephen's College, New Delhi.

Dr. A.K. Ghosh
Professor,
Aerospace Engineering Department, IIT
Kanpur.

ACADEMIC HEADS

Directors

Dr. Pon Ramalingam
Director - IQAC

Dr. N. Manoharan
Director - Projects

Dr. A. Senthil Kumar
Director - Reaserch

Mr. Salim Mahmood
Deputy Director (Admission & Admin.)

Dr. David Teasow
Deputy Director - International Affairs

Deans

Dr. Angelina Geetha
Dean - E&T

Dr. J.M. Mathana
Dean - Research

Dr. K.S. Shaji
Dean - Students Affairs

Dr. R. Asokan
Dean - School of Aeronautical Sciences

Dr. R. Kanthavel
Dean CSE & Digital Initiatives

Dr. Sheeba Chander
Dean - Spade

Dr. R. Karuppasamy
Dean - Som

Dr. P.V Nagendra Sarma
Dean - Law

Dr. Ilango K
Professor & Dean

Heads of Departments

Dr. C. Ramesh
Head – School of Allied and Health Sciences

Dr. Dalbir Singh
Head - Aeronautical Sciences

Dr. Parthasarathy VasanthaKumar
Head – Aerospace Engineering

Mr. J. Sudhakar
Head - Architecture & Design

Dr. M. Jaikumar
Head - Automobile Engineering

Dr. Kuppan Chetty
Head - Automation & Robotics

Dr. B. Vivekanandan
Head - Bio Technology

Dr. V. Preethi
Head – Civil Engineering

Dr. J. Thangakumar
Head – Computer Science and Engineering

Dr. V. Ceronmani Sharmila
Head - Information Technology

Dr. A. K. Parvathy
Head - Electrical & Electronics Engineering

Dr. Al. Vallikannu
Head - Electronics & Communication Engineering

Dr. P. Vijayabalan
Head - Mechanical Engineering

Dr. R. Maruthi
Head – Master of Computer Applications (I/c)

Dr. M. K. Badrinarayanan
Head - School of Management

Dr. M. Reena
Principal - School of Nursing

Dr. D. Piriadarshani
Head - Science & Humanities

Dr. A. Sherine
Head - Languages & Rankings

Dr. T. Sivapriya
Head - Food Technology

Dr. T. Nirmala
Head i/c - Visual Communication

Dr. B. Selvamuthukrishnan
Head – PED

Ms. Kavitha Vijayaraghavan
Head – Placement

Ms. Ami Agarwal
Head – CODE & Digital Initiatives

CONTENTS

HITS Anthem	09
Hindustan Group of Institutions	10
About HITS	11
Motto « Vision « Mission « Value Statement	14
Accreditation, Awards & Rankings	15
Infrastructure Overview	19
Global Partners	24
International Global Exposure Programme.....	29
Admission Policies and Procedures	30
Courses Offered	32
Centre for Open and Digital Education	37
Online Classes - Instructions	38
Etiquette for Online Communication.....	39
Digital Initiatives	41
Fee for the Academic Year 2023-24	42
Services for Students	43
Work as You Study Scheme (WAYS).....	51
Services by HITS	52
Institution's Charter	54
Student's Charter	55
Campus Rules	56
Examination Rules	61
Extracurricular Activities	64
Clubs & Development Programmes	67
Dr. K. C. G. Verghese Research & Resource Centre ...	69
Placement	72
Scholarships and Awards	74
Notice: Ragging - an Offence	77
Hostel Admission and Rules	81
Academic Schedule	88
Contact Phone Numbers	90

HITS ANTHEM

1. Pride of the land, haven of hope with her banner
Flying aloft;
Stands Hindustan greeting all
Shining at the zenith of glory.
Peace and harmony dwell
Goodwill and friendship prevail;
Millions seek thy portals
Make thy name immortal.

(Chorus)
Honesty, Civility
Pride of Hindustan
Quality, Unity
Mission of Hindustan.

2. Excellence our ambition;
Success our noble vision;
Diligence and determination
Hallmark of Hindustan.
Loyal to our motto we stand
Virtue and knowledge in hand;
Good Shepherd, Divine Guide
Long live our Alma Mater.

(Chorus)
Honesty, Civility
Pride of Hindustan
Quality, Unity
Mission of Hindustan.



As the passion for Automobiles was overwhelming, in 1965, Late Dr. K.C.G. Verghese took teaching assignments in Automobile Engineering subjects and was coaching students for British Automobile Examination as well. It was at this juncture he knew he was all set for his own venture; and in 1966 Hindustan Engineering Training Centre (HETC) commenced operations as an institute. HETC later became Hindustan Institute of Engineering and Technology (HIET) and its reputation was high amongst foreign countries than in India. Students from Sri Lanka, the African continent, the Gulf countries, Singapore and Malaysia gradually, yet steadily, opted for HIET. This irresistible quest for knowledge slowly paved the way for the commencement of other Institutions under Hindustan Group of Institutions (HGI).



ABOUT HITS



The cherished objective of building an Engineering institute was the need of the hour in the early 1980's. To appease this demand, Hindustan College of Engineering (HCE) was established in 1985. HCE, later renamed as Hindustan Institute of Technology and Science (HITS), attained the Deemed to be University status in 2008 in recognition of its excellence in education and contribution to the nation. HITS, a Christian minority institution, is recognized by UGC, NBA, NAAC, AICTE, MHRD Bar Council of India, Pharmacy of India, New Delhi, and COA; and is one of the most sought after engineering institutions in India.

HITS is committed to inspire minds to innovate and inculcate value education across various disciplines. Renowned for its competent faculty, excellent infrastructure, curricular and extracurricular activities, HITS has maintained an enviable academic excellence since its inception. The student community comprises of learners from all over India and Overseas such as Afghanistan, Bhutan, China, Egypt, France, Indonesia, Kenya, Korea, Liberia, Libya, Mauritius, Nigeria, Oman, Singapore, Japan, Sri Lanka, Saudi Arabia, South Africa, U.A.E, Thailand, Vietnam, USA, etc.

In HITS, there is no greater objective than being at the forefront of knowledge and true to our motto, **"To Make Every Man a Success and No Man a Failure."**



HINDUSTAN LIONS

Hindustan Institute of Technology & Science (HITS) is one of the most prominent institutions in Asia with over three decades of yeoman service to global education. Today, the heights HITS has attained, and its form and fame is as powerful as of the majestic Lion in the wild forest!

A mascot is a human or non-human animal, or object used to represent a group with a common public identity, such as a school, professional sports team, or brand name. A Mascot makes a physical and emotional connection with the spectators leaving them light-hearted; and gives memories to hold dear.

HITS proudly introduces its mascot—Hindustan Lions! Our Mascot Hindustan Lions personifies the motto and valour of HITS. In a jam-packed sports or cultural crowd, you're certain to note the giant Hindustan Lions' walk and mingle with you; cheer for you, dance with you, and throw a smile on your face the moment you see them. Hindustan Lions is so amiable and adorable: you can click a selfie, give it a high-five, or even hug. With Hindustan Lions taking up the lead in various events organized at HITS, it is certain the momentum will double; and the victory roar, the loudest!

*It's hard to miss Hindustan Lions at any event.
Let the crowd jump into the air of fun and life!*

LOCATION



Hindustan Institute of Technology and Science is located at Padur about 22 kms South of Chennai on the Rajiv Gandhi Salai (Old Mahabalipuram Road). Situated amidst a lush green stretch of land, spread over 100 acres, extending from Old Mahabalipuram Road up to the silver sheen of Muttukadu lake, it is a classic example of a green campus. The ambience is conducive to a calm and intensive academic pursuit. HITS is well-connected to the city by public transport buses. Besides, the institution operates its fleet of transport for the convenience of students and faculty.



MOTTO>>VISION >> MISSION >> VALUE STATEMENT

Motto

To Make Every Man A Success And No Man A Failure.

Vision

To be an International Institute of Excellence, providing a conducive environment for education with a strong emphasis on innovation, quality, research and strategic partnership blended with values and commitment to society.

Mission

- To create an ecosystem for learning and world class research.
- To nurture a sense of creativity and innovation.
- To instill the highest ethical standards and values with a sense of professionalism.
- To take up activities for the development of society.
- To develop national and international collaborations and strategic partnerships with industry and institutes of excellence.
- To enable graduates to become future leaders and innovators.

Value Statement

Integrity, Innovation, Internationalization.

STATUTORY APPROVALS, ACCREDITATION, RANKINGS & AWARDS

Statutory Approvals



ज्ञान-विज्ञान विमुक्तये
UGC
University Grants Commission



MHRD
Ministry of Human
Resource Development
Government of India



विदेश मंत्रालय
MINISTRY OF
EXTERNAL AFFAIRS

Accreditation

International



The Institution of
Engineering and Technology

Nine B.Tech. Programmes accredited
Aeronautical Aerospace | CSE
IT | EEE | ECE | Mech Mechatronics | Auto

National



NAAC A Grade with a score
of 3.3 (2017 – 2022)



Distance Education Bureau
A Bureau of University Grand Commission

ज्ञान-विज्ञान विमुक्तये



INSTITUTE OF TOWN PLANNERS, INDIA

Certified for operating Quality
Management System that
complies with ISO 9001:2015



Certified E-LEAD institution by
QS I-GAUGE.



5S Certified by TUV Rheinland for
successfully implementing 5S Work
Place Management System.

Rankings



- #27 Architecture
- #102-125 Management
- #101-150 Unviersity
- #152 Engineering



Ranked under Category
– 2 by MHRD-UGC.



I-GAUGE

Another Milestone!
the QS Advanced

E-Learning Excellence for Academic Digitisation by incorporating advanced digital technology in education and best online academic practices.



- SDG6 – Rank 101-200 in Clean water and sanitation,
- SDG 7 - Rank 401-600

- SDG12 - 33 Rank in Responsible Consumption and Production,
 - SDG17 - 401-600 in Partnership for Goals
- #3 in Tamil Nadu | #2 in Chennai



Competition Success Review
ranks School of Law in the top
8 leading Schools of Excellence.

businesstoday

#4 in Chennai

#77 in Private | #94 in Learning Experience
#63 in Living Experience | #95 in Selection Process



OBE Rankings 2023
Outcome-Based Education

– R World Institution Ranking 2023 Diamond
Band with A+ Grade



Placed 480th as the World's Most
Sustainable University.



- Ranked 98th position in INDIA
- Placed in the 601-650 BAND in ASIA



- #40 in India
- #3 Staff with Ph.D. in India
- #18 Employer Reputation
- #160 in South Asia



ICARE Rankings 2022

- HITS Ranked #15 among
top 100 Private Engineering
Institutions in India

- 5th Rank among the Top 8-B Schools from
Chennai



AIIA

ATAL RANKING OF INSTITUTIONS
ON INNOVATION ACHIEVEMENTS

Ranked in

11th – 46th Rank Band

(Private Universities) in EXCELLENT BAND
among 3551 Higher Education Institutions in
India.



Best Academia Industry Alliance
#1 in Chennai | #1 in Tamil Nadu
#3 in India India's Top 10 Private
Engineering Institutions
#4 in Tamil Nadu | #9 in India



#9 in Engineering Institutions
(Government and Private)
#7 Private Engineering Institutions
#3 Private Institutions (Placement Category)
#10 Research Capability
#6 Institution in South India



- School of Law is
recognised as India's Best Law School with a
AAA rating in the South Zone Category
- India's Best B- Schools - Ranked 5th in Chennai
and AAA+ rating under South India category.



- #55 Overall India (Government
and Private)
- #29 Overall India (Private) | #14 South Zone
- #5 Tamil Nadu | #4 Chennai



- Ranked #17 - All India Engineering
Institute in Placement and
- Ranked #18 - All India Engineering
Institutes

AWARDS

2023

- Madam Dr. Mrs. Elizabeth Verghese, Founder Chancellor, was honoured by The Rotary Club of Chennai Capital with Lifetime Achievement Award in recognition of her service in the field of education and public services.
- The Engineering Excellence Award at the 37th Indian Engineering Congress by the Institute of Engineers (India)
- One in Tech Scholarship worth \$10,000 received from ISACA Global Chapter (Information Audit and Control Association) in partnership with NTT Data Services.
- Recognition Award from Rotaract for unwavering support towards the Rotaract Movement and for uplifting District 3232.
- Citation Award from Rotary International for the year 2022-23 for helping imagine Rotary in the lives of people.

2022

- Institution Innovation Council (IIC), MHRD Received 3.5 Star Rating in Innovation
- Institution of Engineers Received Appreciation Award
- ISACA (Information Systems Audit and Control Association) Received the One Tech Scholarship worth \$10000.
- ArdorComm Higher Education and EdTech Awards 2022 Awarded for Remarkable Contribution in Online Learning and Digital Practices
- Competition Success Review Award Received the accolade for Excellence in Education
- ASSOCHAM Awards Excellence in Promoting Industry - Academic Interface Institute of the Year
- QS Happiness Index Project QS I Gauge Happiness Index Award
- Advanced E-Lead Certification - QS Awarded Advanced E-Lead Certification by QS I-GAUGE
- The School of Management, HITS receives the IMC Award for Excellence in Management Education 2022
- Received the Eat Right Campus Award 2022 from Food Safety and Standards Authority of India (FSSAI)
- QS I Gauge Happiness Index awards achieved by HITS and the institution is recognised for the level of happiness and well-being of the students at HITS.
- Competition Success Review Awards 2022 to HITS for Excellence in Education.
- ASSOCHAM Award 2022 for Excellence in Promoting Industry – Academic Interface.
- Excellence I Digital Education Award to CODE.
- Honoured with the “Best Supporting College Award” by the Computer Society of India (CSI) Awards.

2021

- Obtained “Institute of the Year – South Award” in the 14th National Education Summit 2021.
- Institution of Innovation Council (IIC) was awarded with 3 Stars for active participation and promoting the culture of innovation by Ministry of Education’s Innovation Cell (MIC).
- The Department of Fashion Design & Arts was declared as “India’s Leading Institute in Fashion” during the 22nd World Education Summit, held at New Delhi on 17 December 2021.
- Awarded for the “Best Use of Digital Technology” at the 7th Global Education & Skill Summit Leadership Award 2021.
- Acknowledged with “Institute of the Year - South Award” at the ASSOCHAM’s 14th National Education Summit 2021.
- Recipient (Rotaract Club of HU) of 6 awards in the Annual District Rotaract Awards “ARIMA” 2021

2020

- Entered the International Book of Records for setting a World Record for the “Highest Number of Online Lessons Completed during the pandemic in 2020.
- Conferred with “The Institute of the Year for Higher Education – South” Award by ASSOCHAM during the 13th Higher Education Skill and Livelihood Conclave held during 2020.
- Bagged the “Best Private University for Research & Innovation of the Year” Award at the Asia Education Summit in 2020.
- Received “Institution Deploying Innovative Practices in Promoting Research & Innovation amongst Faculty & Students” Award at I-TEC Conclave conducted by MHRD in 2020.
- Recipient of “Best University Award” under universities within a ranking of 100 in NIRF at the ThinkEdu Conclave, an initiative of the New Indian Express group on 9 Jan. 2020.
- Recipient (Rotaract Club of HU) of 6 Awards in “Glory,” the Annual District Rotaract Awards were conducted online during June 2020.

INFRASTRUCTURE OVERVIEW

HITS stands as a portal of learning and is set in an enthralling Arcadian frame of 100 acres plush green garden with its stately building draping more than 10 lakh square feet.

ACADEMIC BLOCKS

Main Building



- Administration
- Department of Science and Humanities
- **School of Law**

Building Sciences Block



- **School of Planning, Architecture & Design Excellence**
- Department of Civil Engineering
- Office of Student Affairs
- Alumni Office
- Publications Office

PG Block



- Department of Electronics & Communication Engineering

PG Extension Block



- Department of Computer Science & Engineering
- Department of Information Technology

Dr. K. C. G. Verghese Research & Resource Centre



- Central Library
- **School of Management**
- Department of Computer Application
- Research Facilities
- Office of International Affairs

Jubilee Block



- Department of Mechanical Engineering
- Department of Automobile Engineering
- Department of Chemical Engineering & Bio Technology
- Department of Electrical & Electronics Engineering
- Department of Fashion, Design & Arts
- Center For Continuing Education and Career Development
- Placement Office

Aero Block



- Department of Aeronautical Engineering
- Aerospace Engineering
- Avionics Division
- Simulator Centre

Edison Centre



- **School of Liberal Arts & Applied Sciences**
- **School of Allied Health Sciences**
- Office of the Student Chaplain
- Campus Clinic
- Bank & ATM

Auditoriums

MGR Auditorium



With a seating capacity of 1000, the auditorium is the cultural hub and venue for various functions.

Andromeda Lecture Theatre



This ultra-modern air-conditioned theatre with 450 members seating capacity has won Asia Design Excellence Awards for best "Architecture and Interior Design."

Good Shepherd Hall



With central Air-conditioned set up, the hall is equipped with latest LCD and high-quality projectors and acts as a venue for most of the programmes and meetings for top officials.

Arenas

Parabola



Parabola

Situated adjacent to the Building Sciences Block, Parabola is a domical canopy and is used as a hub for various formal and informal gatherings

Open Air Theatre



Open Air Theatre

Located behind the Main Building, the Open Air Theatre is the venue for cultural events.

Freedom i-Zone

An artificially sketched arena meant for both literary and musical events.

Hangout

A recreational facility to rejuvenate body and mind through indoor games.

Hostel Accommodation



Jupiter Hostel

Five hostels including a state-of-the-art International Hostel, offer boarding and lodging facilities for students. These hostels cater to their needs with multiple amenities like a gym, visitors lounge, sporting café, infirmary with pharmacy, round the clock security.

Boys

Galaxy Hostel, Jupiter Hostel, Orient Hostel (off campus).

Eateries

- Garage Café
- Breeze Canteen
- Snow Cube
- Bay Stores
- Aavin Booth
- Mr. Burger
- Namme Café

Other Facilities

- Reprography Centre
- Beauty Saloon (Men and Women)
- Super Market

Girls

Kasturba Hostel, Bethany Hall, Susan Hostel.

Note: AC and Non-AC Rooms are available for boys and girls separately on sharing basis with option for attached and common bath.



Bethany Hall

Football Field



Horse Riding

A 15-acre well-maintained playground caters to the sports facilities and recreational requirements of students and the staff.

Outdoor Games

Cricket, Tennis, Football, Volleyball, Basketball, Throw ball, Athletics, Cycling, Karate, Yoga, Horse Riding, Aerobics and Martial Arts.

Indoor Games

Badminton, Table Tennis, Carrom, Chess, Billiards, and Snooker.

Grass Root Football Field

In association with Chennaiyin Football Club, a Grass Root Football Field is set on par with international standards on campus.

NEW FACILITIES - 2023

Venus Academic Block



Health Sciences Block



Student Meditation Centre



GLOBAL PARTNERS

HITS has partnerships and collaborations with various academia, organizations, industry, and governments at national and international levels to be at the forefront of scientific and technological developments. The institute has more than a hundred Memoranda of Understanding established. Some of them are:

Asia

NORTH EAST ASIA

China

- Gongqing College of Nanchang University
- Hengyang Normal University
- Hunan University of Humanities Science & Technology
- Sias International University

Korea

- Busan University of Foreign Studies
- Daegu Health College
- Dongguk University
- Dongseo University
- Global Cyber University
- Hansei University
- Jeonju University
- King Sejong Institute Foundation
- Kookmin University
- Korea Aerospace University
- Korea University of Media Arts
- Sejong University
- Woosuk University

Japan

- Adam Innovation Co. Ltd.,
- Gunma University
- Saitama University
- Shibaura Institute of Technology

NORTH ASIA

Russia

- Moscow Aviation Institute (National Research University)
- Moscow University of Finance and Law

- National Research Tomsk Polytechnic University
- Novosibirsk State University

SOUTH ASIA

Cambodia

- The University of Cambodia

Bangladesh

- Computational Intelligence Lab
- American International University
- Computational Intelligence Lab
- Daffodil International University
- University of Asia Pacific

Indonesia

- Universitas Atma Jaya Yogyakarta
- University of Surabaya

Iran

- University of Tehran

Israel

- Ben-Gurion University of the Negev

Malaysia

- Management & Science University
- Multimedia University
- Open University of Malaysia
- Universiti Malaysia Pahang
- Universiti Sains Islam
- Universiti Tenaga Nasional
- Universiti Tun Hussein Onn Malaysia

Philippines

- Adamson University
- Don Honorio Ventura Technological State University
- Lyceum of the Philippines University
- Mapua Institute of Technology
- Samar State University
- University of Mindanao

Taiwan

- Chang Jung Christian University
- I-Shou University
- Providence University
- Shih Chien University

Thailand

- Christian University of Thailand
- King Mongkut's University of Technology Thonburi (KMUTT)
- Naresuan University
- Prince of Songkla University
- Siam University
- Thai-Nichi Institute of Technology

Turkey

- Dicle University
- Mevlana University
- Munzur Üniversitesi
- Yildiz Technical University

Singapore

- Management Development Institute of Singapore

AFRICA

Ethiopia

- Arba Minch University
- Dambi Dolla University
- Kabridahar University

Morocco

- Université Internationale De Rabat

South Africa

- Durban University of Technology

Sudan

- International University of Africa

Uganda

- Kyambogo University
- Republic Government of Uganda

AUSTRALIA

- Deakin University
- Deakin University, Australia
- RMIT University
- Swinburne University of Technology
- Swinburne University of Technology
- The University of Newcastle
- University of New South Wales
- University of Western Sydney

New Zealand

- Victoria University Wellington

Americas

NORTH AMERICA

Canada

- Fisheries and Marine Institute of Memorial University of Newfoundland
- Mexico
- Cety's University

United States of America

- AACCE International
- Alamo Community College District
- Arizona State University
- Bradley University

- California Baptist University
- Dallas Baptist University
- Illinois Institute of Technology
- LeTourneau University
- Missouri University of Science and Technology
- San Diego State University
- Stevens Institute of Technology
- Texas Tech University
- University of Alabama in Huntsville
- University of Colorado Denver
- University of New Haven
- University of North Florida
- University of Wisconsin
- Wayne State University
- Western Michigan University

SOUTH AMERICA

Argentina

- Universidad de Mendoza

Brazil

- Universidade Federal Do Rio Grande Do Norte
- Universidade Federal De Juiz De Fora

Chile

- Fisheries and Marine Institute of Memorial University of Newfoundland
- Republic of Chile
- University Catolica Del Maule

EUROPE

Azerbaijan

- Azerbaijan State Oil and Industry University
- Denmark
- University of Southern Denmark
- Estonia
- Tallinn University of Technology

France

- Ecole Nationale de l'Aviation Civile (ENAC)

- Institut Polytechnique des Sciences Avancées (IPSA)
- Institut Sup'biotech De Paris
- Network "n+1" - Engineering Institute
- Université De Nantes
- Université Paris-Est Creteil

Germany

- DADB (German Academy of Digital Education)
- Hochschule Ostwestfalen-Lippe - University of Applied Sciences
- International University of Applied Sciences
- IUBH University of Applied Sciences
- Technische Universität Ilmenau
- Trier University of Applied Sciences
- University of Technology Berlin

Georgia

- Caucasus University

Hungary

- Budapest Metropolitan University
- University of Miskolc

Italy

- University of Politecnico Di Milano

Latvia

- Riga Technical University

United Kingdom

- Bournemouth University
- City University
- Cranfield University
- Glyndwr University
- Oxford Brookes University
- Staffordshire University
- University of East London
- University of Leeds
- University of Northampton
- University of Warwick

Poland

- University of Aveiro
- University of Information Technology and Management
- Vistula University

Portugal

- University of Aveiro

Romania

- Danubius University

Scotland

- City Glasgow College

Sweden

- KTH Royal Institute of Technology

Switzerland

- Swiss School of Business and Management Geneva

Scholarship and Funding Consultants

- DAAD - German Academic Exchange Service (DAAD; German: Deutscher Akademischer Austauschdienst)
- EdCIL (India)
- Erasmus Plus
- Korean Cultural Centre India
- Taiwan Economic and Cultural Centre

INDUSTRY

- Adam Innovations Company (Adam-i)
- ALSIM
- Automation Anywhere Inc
- BOSCH Limited India
- Data Patterns (India)
- D-Link (India)
- Ecole Nationale de l'Aviation Civile (ENAC)
- Edgate Technologies
- Electric One Mobility
- Equad Engineering Services
- Eversendai Construction
- Flextronics Technologies
- Frontier Lifeline
- Gleneagles Global Health City
- GMR Air cargo and Aerospace Engineering Limited
- Hexaware Technologies Ltd
- HTC Global Services India
- IBM India
- ICT Academy
- Indian Technology Congress Association (ITCA) - TSC Technologies (TSC)
- Indira Group of Companies
- iPLON India Pvt Ltd
- Larsen & Toubro Limited
- Logistics Sector Skill Council
- Ministry of Innovation and Technology
- Nokia Solutions
- Qmax Test Equipments Pvt Ltd
- Rambal Ltd
- Rane TRW Steering Systems
- Royal Enfield (Eicher Motors Ltd.)
- Scientific Food Testing Services Private Limited (Aachi Group)
- SEW-Eurodrive India
- Skoda Auto Volkswagen India
- Smart Vision and Diabetes Clinic
- SMC Pneumatics

- Surana and Surana International Attorneys
- Synthite Industries
- Tamil Nadu Advanced Manufacturing Centre of Excellence
- Tamil Nadu Centre of Excellence and Advanced Manufacturing
- Tamil Nadu Smart and Advanced Manufacturing Centre
- Tamil Nadu Technology Hub (iTNT Hhub)
- Tamil Nadu Skill Apex Development Centre for Healthcare
- Test and Verification Solutions India
- The Fly Albatross
- The Sankara Nethralaya Academy (A Unit of Medical Research Foundation)
- TICEL Bio Park
- Yaskawa

AGENCIES

- Cambridge University Press India Pvt Ltd
- HTC Institute of Technology Management & Research
- Indian Institute of Technology Madras
- Indian Institute of Technology Ropar
- National Institute of Ocean Technology
- National Institute of Technical Teachers' Training and Research (NITTTR)
- National Institute of Wind Energy (NIWE)

INTERNATIONAL GLOBAL EXPOSURE PROGRAMME

In an ever-changing world, global awareness and interconnectedness through internationalisation of higher education play a significant role in shaping the next generations of learners. The National Education Policy, 2020 envisions to attaining the highest global standards in offering quality higher education.

The positive aspects of internationalization offer improved academic quality, internationally oriented students and staff, and national and international citizenship for students and staff from underdeveloped countries.

Benefits of Internationalisation of higher education:

- Enhanced international cooperation and capacity building.
- Enhanced internationalisation of the curriculum/ internationalisation at home.
- Enhanced prestige/profile for the institution.
- Improved graduate employability.
- Improved quality of teaching and learning.

To provide an international experience of the Students, HITS has taken many initiatives such as

1. Semester Exchange / Semester abroad
2. Internships in Industries abroad
3. Research Internships in Partner Universities
4. Study Tour of Students.
5. Participation in Competitions organized by partner Universities or organisations such as AUAP, WTUN etc.
6. Summer Programmes organized by partner universities

King Sejong Institute - HITS Chennai

Hindustan Institute of Technology & Science, Chennai is the only institution in South India to have chosen The King Sejong Institute Foundation under the Korean Ministry of Culture, Sports and Tourism, for establishing KSI HITS Chennai. The centre at HITS is established to provide high - quality education in Korean Language and Korean culture for the students. This initiative will play a major role in strengthening relations between India and the Republic of Korea.

Other Foreign Language Courses offered.

- | | |
|-------------|-------------|
| a) French | d) Korean |
| b) German | e) Mandarin |
| c) Japanese | f) Spanish |

For enquiry,

Contact

Office of International Affairs

E-mail: oia@hindustanuniv.ac.in

ADMISSION POLICIES AND PROCEDURES

A) Under Graduate Programmes

HITS takes into consideration students who have passed their Higher Secondary Examination with commendable marks for admission. The University strictly follows the eligibility criteria of UGC/AICTE.

Special Admission Programmes

HITS recognizes the need for providing educational opportunities for people of widely varying ages and backgrounds. Therefore, special admission programmes are available for potentially successful students from disadvantaged, culturally deprived, or economically impoverished segments of the society. For further details, the Head Office can be contacted. Admission to HITS thus, is all - inclusive (purely non- discriminatory).

Re-admission

Students who were initially enrolled at HITS but did not attend the particular semester/term can re-register, provided they had left with good conduct and have not enrolled in any other institution after leaving HITS. Such students may be readmitted by submitting a Readmission Form. Students who have been dismissed either from HITS or any other institution will not be readmitted under any circumstances.

B) Post Graduate Programmes

Students who have passed their Degree Examination with commendable marks are considered for admission. The Institution strictly follows the eligibility criteria of the UGC/AICTE. Admissions to PG Programmes are made through entrance tests, group discussions and personal interviews.

Foreign and Non-Resident Indians (NRI) Candidates

Candidates should fulfill the following minimum eligibility criteria to seek admission under -Foreign and Non-Resident Indians (NRI) Candidates Category. Admissions are based on the candidates' performance in the 10 + 2 or equivalent examination and satisfying the guidelines of respective councils governing the engineering and architecture education. The admission procedures, application form and fees are different from the domestic students.

Detailed Admission Eligibility for Undergraduate/Postgraduate/Foreign & Non-Resident Indians can be found in the website:

https://hindustanuniv.ac.in/admissions_eligibility.php

Orientation

- All freshers must attend an Orientation session conducted by HITS to get acquainted with the facilities available on campus. Orientation session is

normally held before the commencement of classes.

- Bridge courses will be conducted for a period of a minimum of 2 weeks for all 1st year students.

C) Doctor of Philosophy (Ph.D.) Programme & Post Doctoral Fellowship (PDF) Programme

HITS offers Ph.D. Programme in Engineering & Technology, Management, Law, Planning, Architecture Design, Allied Health Sciences and Liberal Arts Applied Science. The candidate must have recognized UG PG in a relevant area for pursuing Ph.D. Programme. Admissions to Ph.D. Programmes are through Entrance Tests and Personal Interviews. Those who are already working can apply for Part time Ph.D. Programme. Attractive fellowships can be availed by all Full Time Scholars.

For more details Scan the QR Code



COURSES OFFERED

SCHOOL OF ENGINEERING AND TECHNOLOGY (E & T)

Undergraduate Programmes (B. Tech.)

- **B.Tech. (LES):** Aeronautical Engineering/Aerospace Engineering.
- **B.Tech. (LES):** Computer Science and Engineering.
- **B.Tech. (LES):** CSE (Artificial Intelligence and Machine Learning) in collaboration with IBM.
- **B.Tech. (LES):** Auto / Bio-Tech/Chemical/Civil/EEE/ECE/IT/IT (Cyber Security)/Mech/Mechatronics.
- **B.Tech:** Aeronautical Engineering/Aerospace Engineering.
- **B.Tech:** Computer Science and Engineering/Artificial Intelligence and Data Science.
- **B.Tech:** CSE (Artificial Intelligence and Machine Learning) In collaboration with IBM
- **B.Tech:** CSE (Cyber Security) In collaboration with IBM.
- **B.Tech:** Auto / Bio-Tech. /Chemical/Civil/EEE/ECE/IT/Mech/ Mechatronics.
- **B.Tech:** Evening Courses Civil /CSE/ IT/ECE/Mech. Honours / Minors/ Specializations/Additional Electives

B. Voc (Bachelor of Vocation) (3 year Degree Programme)

- **B. Voc.** (Bachelor of Vocation) - Aircraft Maintenance
- **B. Voc.** (Bachelor of Vocation) - Automobile Servicing Technology
- **B. Voc.** (Bachelor of Vocation) - Food Processing Technology
- **B. Voc.** (Bachelor of Vocation) - Media Production

Post Graduate Programmes (M.Tech. / MCA)

- **M.Tech :** All Programmes (Aero / Defence/Mechanical/Robotics/Auto/Civil/ EEE/ECE/CSE).
- **M.Tech :** (3-year) Evening programmes : Aero/Avionics/Auto/Thermal / Power System Engineering/Construction Engineering & Management/ CSE/IT.
- **M.C.A. :** Specializations. [General/Big Data Analytics/Cloud Computing]
- **M.C.A. :** Big Data Analytics (In collaboration with IBM)

SCHOOL OF PLANNING ARCHITECTURE & DESIGN EXCELLENCE (SPADE)

Undergraduate (B. Arch. / B. Des. Degree)

- **B.Des. (LES):** (Design) With Specialization in Interior Design/Fashion and Apparel Design/Communication Design.
- **B. Arch.** (5 years).
- **B.Des.** Interior Design (4 years)
- **B.Des.** Fashion and Apparel Design (4 years)
- **B.Des.** Communication Design (4 years).

Post Graduate Programmes (M. Arch./M. Plan./M. Sc.)

- **M.Sc.** Ux (User Experience) Design.
- **M.Plan.** (Transportation Planning).
- **M.Arch.** Executive (General/Housing) 3-year Evening Course.
- **M.Des.** Fashion Technology.

SCHOOL OF LIBERAL ARTS & APPLIED SCIENCES (SLAAS)

Undergraduate Programmes (B. Sc. / B. A. / B. Com. / BCA)

Shift- 1 (Timings: 8.30 AM to 1.10 PM)

Shift- 2 (Timings: 1.10 PM to 6.10 PM)

- **B.Sc.** Food Technology/B.Sc. Food Science, Nutrition and Dietetics
- **B.Sc.** Fashion Design/B.Sc. Product Design/B.Sc. Industrial Design
- **B.Sc.** Interior Design
- **B.Sc.** Aircraft Maintenance Engineering/Avionics
- **B.Sc.** Physical Education.
- **B.Sc.** Visual Communication
- **B.Sc.** Data Science
- **B.Sc.** Data Science (In collaboration with IBM)
- **B.Sc.** Actuarial Science/B.Sc. Mathematics.
- **B.Sc.** Artificial Intelligence and Data Analytics
- **B.Sc.** Computer Science (Gaming Design)
- **B.Sc.** Computer Science
- **B.Sc.** Computer Science (Gaming Design) (In collaboration with IBM)
- **B.Sc.** Computer Science (In collaboration with IBM)
- **B.Com.** General
- **B.Com.** (Industry Integrated Programme)
- **B.A.** Economics/Psychology/Political Science/English/Sociology
- **B.A.** (Triple Major)
 - » Political Science, Psychology and Economics
 - » Law, Economics and Political Science

- **B.C.A.** All Specializations. [Computer Application/Database System] (Except Cyber Security).
- **B.C.A.** Multimedia & Animation (in collaboration with IBM)
- **B.C.A.** Cyber Security (Industry Integrated – HTC Global Service).

Post Graduate Programmes (M. Sc. / M. A. / M. Com. / MSM)

- **M.Sc.** Chemistry
- **M.A.** English
- **M.A.** Journalism and Mass Communication
- **M.A.** Christian Studies.
- **M.Sc.** Artificial Intelligence and Data Analytics
- **M.Sc.** (Nano Science and Technology).
- **M.Sc.** Computer Science
- **M.Sc.** Data Science
- **M.Sc.** Computer Science (In collaboration with IBM)
- **M.Sc.** Data Science (In collaboration with IBM)
- **M.Com.** General/Fin Tech.
- **M.Sc.** Mathematics (Integrated) [B.Sc. + M.Sc.]
- **M.Sc.** Visual Communication (Integrated) [B.Sc. + M.Sc.]
- **M.Sc.** Food Technology (Industry Integrated)
- **M.Sc.** Food Technology [B.Sc. + M.Sc. - Integrated]
- **MSM.** Master of Sports Management.

SCHOOL OF ALLIED HEALTH SCIENCES (SAHS)

Undergraduate Programmes (B. Optom. / B. Pharm. / B.Sc.)

- **B. Optom.** (4 year)
- **B.Sc.** Physician Assistant (4 years).
- **B.Sc.** Medical Laboratory Technology.
- **BPT.** Bachelor of Physiotherapy (4 years).
- **B. Pharm.** (Bachelor of Pharmacy) (4 years).
- **B.Sc.** Nursing (4 years).

SCHOOL OF MANAGEMENT (SoM)

Undergraduate Programmes (B.B.A)

Shift- 1 (Timings: 8.30 AM to 1.10 PM)

Shift- 2 (Timings: 1.10 PM to 6.10 PM)

- **B.B.A.** General
- **B.B.A.** (Banking and Fin tech)
- **B.B.A.** Digital Marketing

- **B.B.A.** Hospital Management (In Collaboration with The Sankara Nethralaya Academy)
- **B.B.A.** (Aviation Services & Air Cargo).
- **B.B.A.** Digital Marketing (*In collaboration with IBM*)
- **B.B.A.** Aviation Management.
- **B.B.A.** Logistics/B.B.A. (Aviation Services and Air Cargo) (*In collaboration with Logistics Sector Skill Council*).
- **B.B.A.** Sports Management.

Post Graduate Programmes (M.B.A)

- **M.B.A.** Specializations. [Finance, Marketing & Human Resources, Green Business (*in Collaboration with Trier University Germany*), Hospital Management (*in Collaboration with Sankara Nethralaya Academy*), Tourism Management, Logistics & Supply Chain Management, Media & Entertainment, Operations Management, Sports Management].
- **M.B.A.** Aviation Management (With IATA Certification)
- **M.B.A.** - Specialization: Business Analytics (*In collaboration with IBM*).
- **MBA** - (Aviation Safety Management – (In collaboration with Airbus & ENAC, FRANCE)
- **M.B.A.** Integrated [B.Com. + M.B.A. / B.B.A. + M.B.A.]

SCHOOL OF LAW (SoL)

Under Graduate Programmes

Shift- 1 (Timings: 8.30 AM to 1.10 PM)

Shift- 2 (Timings: 1.10 PM to 6.10 PM)

- **B.A. LL.B.** (Hons)
- **B.B.A. LL.B** (Hons).
- **LL.B.** (Three Year)

Post Graduate Programmes

- **LL.M.** Specialization: (International Law/Constitutional and Administrative law/ Corporate Law) (Two Year programme)

DIPLOMA COURSES

- **Advanced Diploma** in Autotronics [In collaboration with Volkswagen (1 year programme).
- **Diploma** in Geriatric Care/Diploma in General Duty Assistant/(2 Years Programme).
- **P.G.** Diploma in Sports Management/ Yoga/Strength & Conditioning for Sports. (1 Year Programme).
- **P.G.** Diploma in Global Sports Management (1 Year Programme).
- **Diploma** in Fashion Design. (2 Years Programme).
- **P.G.** Diploma in Photography & Videography (1 Year Programme).

Ph. D (DOCTOR OF PHILOSOPHY)

- **Ph.D.** Full Time - (Common for Engineering/Management/Law/Science Humanities).
 - **Ph.D.** Part-Time - Category I - External - Engineering/Management/Law.
 - **Ph.D.** Part-Time - Category II - External - Science/Humanities.
 - **Ph.D.** Part-Time - Category III - Internal - Engineering/Management/Law.
 - **Ph.D.** Part-Time - Category IV - Internal - Science/Humanities.
-

OFF CAMPUS PROGRAMMES

- **B.A.** Economics Specialization in Econometrics
- **B.A.** Customer Relations Management (CRM) and Advertising
- **B.Sc.** Interior Design and Decoration
- **B.Sc.** Gaming Design
- **B.Sc.** Media Entertainment and Film Technology
- **B.Com.** Digital Commerce
- **B.Com.** Fin Tech. (Financial Technology)
- **B.B.A.** Health Care Management
- **B.B.A.** Hospitality Management
- **B.B.A.** Agriculture Business Management
- **B.C.A.** IoT (Internet of Things)
- **B.C.A.** Artificial Intelligence and Machine Learning
- **B.C.A.** Data Science
- **B.C.A.** Digital Marketing
- **B.C.A.** Web Designing
- **B.C.A.** Multimedia and Animation
- **B.S.W.** Bachelor of Social Work
- **M.Sc.** Mathematics
- **M.Com.**

Programmes Offered through CODE (Centre for Open and Digital Education)

M.B.A. / M.C.A / M.A. English / B.COM. / B.C.A. / B.B.A.



For Academic Regulations
scan the QR Code

CODE - Centre for Open and Digital Education

Hindustan Group of Institutions in its non-stop endeavour to be at the forefront of quality education has proudly launched CODE - the Centre for Open and Digital Education. The programmes at CODE are all very contemporary with a well-curated and well-researched curriculum. Our courses do not just provide the theoretical learning of concepts, but focus on the practical application of these concepts by following outcome-based Learning concepts.

PROGRAMS OFFERED

Bachelor of Business Administration

(Aviation Management/Logistics Management/Tourism and Hospitality Management)

Bachelor of Computer Applications

(Database Management Systems/Data Analytics/Multimedia and Animation)

Bachelor of Commerce

(Fin Tech/Accounting and Finance)

Master of Business Administration

(Finance/Marketing/Human Resource Management/Aviation Management/Healthcare Management/Logistics and Supply Chain Management/Operations Management/Sports Management/General Management/Digital Marketing and e-Commerce/FinTech/Analytics and Data Science/Information Technology Management/Project Management/Marketing and Human Resource Management / Human Resource Management and Finance/Marketing and Finance)

Master of Computer Application

(Data Science/Computer Science and IT/Cyber Security and Cloud Computing/Artificial Intelligence and Data Analytics)

Master of Arts

(English)

ONLINE CLASSES - INSTRUCTIONS

Classes may be conducted through the Hybrid Mode (online and offline) based on the directives of the Government

1. available on HITS website under Academic Menu.
2. Official email id will be provided by the institute for all students. **Students should use only the official email id to login into MS Teams. Use of other email ids is strictly prohibited**
3. ERP login and Password will be provided for students and parents. The same can be accessed from the HITS website.
4. Microsoft Teams is the platform used for online classes.
5. The classes will be interactive in nature and students must have their notebook
 - a. Students shall download the MS Teams App on their PC and Mobile.
 - b. Groups will be created according to the branch and section.
 - c. The scheduled classes for the respective groups will appear in MS Teams.
 - d. Students can click and join the classes in MS Teams as per the schedule.
 - e. All students will have to be punctual in attending online classes.to make relevant notes of the lecture.
6. Quizzes will be conducted in between the classes. Learner engagement is essential throughout the period of the class.
7. Assessment / Quizzes / Design Project schedules shall be strictly followed.
8. The students and parents are requested to monitor the progression through the analytics available in MS Teams and ERP.
9. According to UGC's guidelines higher education institutions (HEIs) are allowed to teach up to 40% of the syllabus of each course through online mode and the remaining 60% through offline teaching.
10. Students must be present in the class at 8.20 a.m. to attend the online sessions handled by adjunct faculty, and industrial and international subject experts. The regular classes will continue after the online sessions.
11. An in-house staff should accompany the students inside the respective classroom during the online sessions conducted by adjunct faculty, industrial and international subject experts.

Use the QR Code for
Online Netiquette – Students



ETIQUETTE FOR ONLINE COMMUNICATION

Online etiquette is crucial and essential for maintaining a professional and respectful digital environment within an organization. It is mandatory that the members of HITS to observe the following on etiquette for perform digital communication.

1. **Maintain Professionalism:** Avoid using personal email IDs for official communication and refrain from exchanging personal email IDs with official mail IDs. Conduct yourself professionally in all online interactions, adhering to the organization's code of conduct.
2. **No Forwarding of Internal Mails to Outsiders:** Strictly avoid forwarding internal emails or its screenshots and sensitive information to individuals outside the organization without proper authorization.
3. **Avoid Spamming Mails:** Refrain from sending mass or unsolicited emails to colleagues or within the organization, as it can be disruptive and considered spam. Avoid adding CC to many recipients unless required.
4. **No Falsifying Mails:** It is imperative never to send emails or communications containing false or misleading information. Upholding the authenticity of the emails is essential, and one must verify the sources and content before sending any information to maintain credibility and trustworthiness.
5. **Follow Hierarchy:** Respect the organizational hierarchy when communicating with colleagues, supervisors, and management.
6. **Maintain Confidentiality:** Safeguard confidential information and avoid discussing sensitive matters in public fora or with unauthorized individuals.
7. **Respect Privacy:** Obtain consent before sharing personal information about colleagues or employees, and use the BCC field when sending group emails.
8. **Use Official Channels:** Utilize official communication channels, such as official email addresses and phone numbers rather than personal one for work-related discussions.
9. **Not Part of Unethical Groups:** Avoid participating in or supporting groups or discussions that are against the organization, management, or staff.
10. **Avoid Offensive Language or Content:** Refrain from using offensive language, discriminatory remarks, or sharing inappropriate content in any communication.
11. **Prompt Responses:** Aim to respond to emails and messages promptly, even if it's to acknowledge receipt and indicate when a detailed response will be provided.
12. **Avoid Excessive Abbreviations or Jargon:** Use clear and straightforward language to ensure all recipients can understand the message.
13. **Respect Cultural Differences:** Be mindful of cultural nuances and differences when communicating with colleagues from diverse backgrounds.
14. **Constructive Feedback:** When giving feedback, focus on constructive criticism and avoid personal attacks.
15. **Report Suspicious Activity:** If you notice suspicious or potentially harmful

communication, report it to appropriate authorities.

- 16. Refrain from Phishing or Scamming:** Never engage in phishing or scamming activities, and report any phishing attempts to the organization's IT security team.
- 17. Use Professional Email Signatures:** Ensure your email signature includes relevant contact information and follows the organization's guidelines.

Sample Signature



Name

Designation

Hindustan Institute of Technology and Science (HITS)

A: #1, IT Expressway, Bay Range Campus, Padur, Chennai - 603 103

P: +91-44-2747 4268 / 395 / 385

M: +91

E: @hindustanuniv.ac.in

- 18. Adhere to Institution Policies:** Always abide by the Institution's communication and data security policies. Do not share the passwords of official mail ids with anyone.
- 19. Use Official Templates:** When sending official communications, use approved templates and formats provided by the organization. It is mandatory to use only official mail ids for online meetings, internships and other communication.
- 20. Continuously Educate Faculty and Other Users:** Conduct periodic training on online etiquette and cybersecurity to keep all the staff informed and updated.
- 21. Authorisation and Permission:** Ensure that official Google Drive access and its data content are strictly restricted to authorized personnel only. Under no circumstances should any data be shared with external parties, including private or government organizations, without proper vetting and permission from the relevant authorities.

Note: Severe violation can result in withdrawal of benefits / penal action / suspension / dismissal of the violator.

DIGITAL INITIATIVES AT HITS

HITS is a pioneer in utilizing technology for the benefit of the students. HITS is the first institution to tie up with Coursera – the world’s leading online learning platform that collaborates with world-class universities and institutions to provide access to affordable, job-relevant learning. HITS promotes digital platforms such as SWAYAM, MOOC, Coursera and EDX in order to increase teaching proficiencies and learning outcomes.

SWAYAM is a programme initiated by the Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality. It conducts online certification courses on a variety of subjects for which exams are held every semester in Computer Based Mode or hybrid mode. Standard Operating Procedure for the courses offered under SWAYAM-NPTEL

- Ten days before the semester begins, the Head of the Department along with CRC members of the department should discuss and shortlist the list of equivalent SWAYAM-NPTEL courses that can be offered as equivalent to regular courses offered during the forthcoming semester
- These courses should be mapped as equivalent considering course content, credit equivalence and duration of the course.
- These courses should be recommended by Hod and Dean of the school and receive approval the Vice chancellor to be sought before offering the course. The same to be communicated to COE also.
- If a student fails this course, it will be considered as arrear, then the student should either re-register and complete the SWAYAM course or choose appropriate course offered by the department and clear the arrear examination. This should be done after the proper approval of Hod and Dean of the school.

HITS – COURSERA: HITS added an edge to its engineering degree with Honors in Industry 4.0 credentials by collaborating with Coursera. HITS introduced Credit Banking via completion of courses on the Coursera platform, to make the students eligible for award of an Honors degree – applicable for B.Tech/B.Des/B.Arch/BBA/BCA/B.Sc and B.Com. Along with this HITS also introduced the award of minors specializations for all programmes of the University. This was introduced for holistic development of the students by offering them inter-disciplinary electives as Minors. Coursera advantage to students as they obtain Certification from world - renowned Universities upon completion of these courses.

These certifications give an extra edge to the basic degree-

- Skill Transformation: Develop career-relevant skills to enhance employability.
- Career Growth: Gives a boost to your career with an Honors degree that is powered by HITS and Coursera.
- Flexi learning: Learn at your own pace from the world’s best instructors in one of the best online learning platforms.

FEE FOR THE ACADEMIC YEAR 2023-24

The fee guidelines are subject to an annual revision of 5 to 10% based on the approval of the Finance Committee and the Board of Management.

a) TUITION FEE

Students should remit the tuition fee before the commencement of classes for the new academic year.

b) HOSTEL FEE

Campus Residents must pay the fees based on the category of the room on or before 30 May without late fee. The fee includes Accommodation, Catering Charges, Water, Laundry, Housekeeping, Security, Maintenance, Entertainment, Counselling and Electricity Charges for 11 months.

c) TRANSPORT FEE

The transport fee must be paid before 30 May every year. Else, an additional late fee will be levied.

d) CLUB/EXTRA CURRICULAR FEE

Club/Extra Curricular fees differ as per the offering departments. Students refer to the list under Club/Extra Curricular Activities to join any club or activity of their choice during the period of their study.

e) MISCELLANEOUS FEE

Students should pay the required fee for record notebooks, stationeries, workshop overalls, etc. to procure the items from the campus stores.

Payment Procedures

All students are informed to remit the fees on time to avoid late fee charges. Students/Parents must follow the below-mentioned payment options for remitting tuition/hostel/transport and other fees:

S.No.	Option	Remarks
1.	ONLINE PAYMENT*	Through the "ERP" link provided in the University website. (Payment can be made by Credit Card, Debit Card, Net Banking, UPI – Gpay, Phone Pay, Paytm, Amazon Pay, Wallet)
2.	By DD	Can be remitted to HITS Accounts Department (DD in favour of HINDUSTAN INSTITUTE OF TECHNOLOGY & SCIENCE, payable at Chennai)

SERVICES FOR STUDENTS

a) Student Council

As per the UGC norms, the HITS Student Council has been constituted. The members are from different branches of study. The Council is headed by President and the members represent boys and girls, hostels, sports, cultural wing, NSS, NCC, foreign students etc. The Council members have to abide by the rules and regulations of the Institution. They must also manage and extend their support when any event or extra-curricular activities are held at HITS.

b) Student Welfare Committee

A Student Welfare Committee has been constituted in HITS. The Committee, headed by the Head-Student Affairs, supervises the activities of the representatives of the Student Council. They aid in enhancing the discipline and development of students. The members of the Committee provide the right direction and counselling and guide the students for further improvement. The Committee also extends help in improving the amenities for students which are required on campus. The Student Welfare Committee meets once a month to review the welfare activities.

c) Part - Time Teaching Assistant

HITS, through the scheme of “Part Time Teaching Assistant” (PTTA permits the final year postgraduate students to teach the undergraduate students in the same field of study.

Eligibility:

- Post graduate students pursuing their final year of study
- Attendance above 80%
- An aggregate of above 90% till the third semester.
- No standing arrears up to 3rd Semester

Interested students can submit their application to the Department of HR with the approval of their respected Head of the Department. The shortlisted candidates will be interviewed by a panel of members consisting of Vice-Chancellor, Pro Vice-Chancellor, Dean (Engineering and Technology) and HR representative. Those who clear the interview will be allotted classes, based on the requirement in the department.

To apply contact

Department of Human Resources, HITS | [Mail id: hrd@hindustanuniv.ac.in](mailto:hrd@hindustanuniv.ac.in)

d) Hindustan Centre for Corporate Social Responsibility (HCSR)

The Hindustan Centre for Corporate Social Responsibility actively involves itself in eradicating extreme hunger and poverty, promotion of education, promoting gender equality and empowering women, reducing child mortality, and improving maternal health, combating Human Immuno-Deficiency Virus, Acquired Immune-Deficiency Syndrome, Malaria, Covid-19 and other diseases. The Centre also works on environmental sustainability, employment enhancing vocational skills and social business projects. The HCSR ensures that the funds allotted by the Central and the State Governments for socio-economic development and relief, for the welfare of

the Scheduled Castes, the Scheduled Tribes, other backward classes, minorities, and women reaches the needy.

e) Centre for Continuing Education and Career Development

The Centre for Continuing Education and Career Development provides Campus Placement and Corporate Training Programmes on core competency development such as employability skills and awareness of employment avenues.

For more details scan the QR Code.



f) Bring Your Own Device (BYOD) scheme

The institution recognizes the importance of the emerging trends in digital gadgets. Hence Bring Your Own Device (BYOD) scheme is implemented for the benefit of the students. Under this scheme, students are permitted to use mobile phones, tablets, and other digital gadgets the classroom for educational purposes. However, students are requested to strictly follow the below-mentioned rules and guidelines under the BYOD scheme:

- Digital gadgets can be used inside the classroom or during laboratory sessions only for educational purposes and during workshops, seminars and symposiums if the resource person requires the students to use the device.
- Devices can be used by the students, if the teacher specifically instructs for the use of the same for the teaching learning process.
- Mobile phones must remain in silent mode within the institute premises.

Note:

- Using mobile phones and tablets by students outside academic buildings, Central Library, and laboratories during working hours is strictly prohibited.
- Accessing social media, digital games, and other non-academic content by staff and students during working hours is banned.

g) Enterprise Resource Planning (ERP)

ERP is equipped with all standard modules and features to cover the entire functionalities and activities of students, teachers, academics and so on. It is inbuilt with modules such as Admission Management, Student Management, Staff Management, Staff Leave, Attendance, Payroll, Timetable, Student Attendance, Exam Management, Calendar/ Diaries, Alerts and Notifications, Student Feedback/ Grievances, Fee Collection and Accounting, Transportation Management, Inventory and Stores, Library Management, Hostel Management, Student-Parent Portal etc. Use the QR Code to login in to ERP.

Parents can log in to the ERP portal with the following credentials:

Username : p<student's roll number>

Password : Student's date of birth in given format (ddmmyyyy)

Note: Payment of Fee (Tuition, Hostel/Transport) should made be paid only through ERP. Students can also access the library, exam results using the QR code.



h) Communication with Parents

Parents are regularly informed about their ward's progression in attendance, academics, behaviour, etc. This communication is carried out through the following:

- ERP link available on the HITS website (www.hindustanuniv.ac.in). Parents can use their ward's Roll Number as Username and Date of Birth as Password to access the link.
- Monthly Progress Report Cards sent through post or email.
- Telecalls to communicate progression/convey issues etc.
- Parents are encouraged to call faculty mentors to know their ward's progress

The counselling services can be reached at: counselling@hindustanuniv.ac.in

i) Facilities

For Differently-abled Students

- Admission to various courses is facilitated on a priority basis.
- Guidance and counselling to individuals.
- Provision for ramps with rails and lights at various blocks for smooth mobility to enable them access to classrooms, laboratories, and various venues within the campus without any difficulty.
- User-friendly restrooms.
- Permission to take exams on computers, with the assistance of scribe, is required.
- Continuous staff assistance the library upon request.

j) Women Welfare

Women in HITS are provided opportunities to participate in events conducted pan India and Overseas. Several students and staff attain prominence through Global Experiential Programmes such as Semester Exchange, Study Tours and Trainings. The Presence of Creche on campus provides ease for female faculty who could attend to the needs of their infant whenever required.

k) Counselling/Mentoring Service

HITS aims in helping students to excel in developing a holistic personality. Along with the emphasis on progress in academics, focus is maintained to help a student to build on the 21st century skills (4C's : Critical thinking, Creativity, Collaboration, Communication). In the crucible of social and emotional interactions, these skills are developed and fine-tuned with this goal in mind. HITS has a structured mentoring / counselling system in its campus the best arena for a holistic growth.

Mode of Counselling

Each student is assigned a mentor, who would provide constant support to the student. A Faculty-Student ratio of 1:20 is maintained in the mentorship programme. The mentor is expected to meet the students at least once a month. Mentors can refer the students to the respective Department Mentorship Coordinator for assistance. In case of the need for further professional guidance, the student is directed to the University Counsellor, who is professionally trained to help students to handle academic, career and mental health issues. All ethics of counselling practice is well maintained in the programme.

* Counselling Services Include:

i) Individual Counselling

These sessions are aimed at helping students individually to handle Academic issues: lack of motivation to study, time management and exam preparation.

Behavioural Issues: Addictions, peer pressure Emotional Issues: Managing anger, stress, anxiety and sadness.

Social Issues: Adjustments in the hostel, handling conflicts with peers and authorities, relationship issues.

ii) Group Counselling

Proactive sessions are conducted in groups to provide awareness on the need of counselling and availability of the counselling centre on campus. In addition to this anti-ragging propaganda, strategies for interpersonal challenges and motivational talks are offered. Periodical Class visits are also conducted.

Regular visits to the hostels by the Counsellors are additional support offered to the students to deal with adjustment challenges.

iii) Academic Mentoring

- Mentoring 1: 20 (Mentor and Student Ratio)
- Personal enhancement and development schemes such as career counselling, soft skill development, career-path-identification, and orientation to well-being for the students.
- Group Career Counselling sessions by the training department.
- Individual need-based Career Counselling by the trained counsellors and individual mentors.
- General Orientation for all the students at the time of joining is conducted to keep them informed on the support system, Student Activity, Rules and Regulations.
- General Psycho-Educational Programmes on various issues like suicide prevention, substance abuse, etc.
- Soft skills and Personality development training programmes are conducted regularly by the Training Department.

I) Grievance Redressal Committee

As per the regulations of UGC an Ombudsman has been appointed and a Grievance Redressal Committee has been formed in order to address the grievances of students and parents.

- A register is available at the Head - Student Affairs to record the complaints of aggrieved students or parents. Students or parents who seek to redress their grievances can record the same in the register.
- On receipt of a complaint, the Head - Student Affairs shall convene the Grievance Redressal Committee Meeting.
- After conducting a detailed enquiry, the Convenor of the Grievance Committee shall communicate its decisions within 10 days from receipt of the complaint to the aggrieved student(s) or parents.
- If the students and their parents are not satisfied with the decision of the Committee, they can file an application through the register in the Head -

Student Affairs office for redressal of the grievance by the Ombudsman.

- On receipt of the appeal for redressal by the Ombudsman, Head - Student Affairs shall forward the same within five days of receipt of the appeal to the Ombudsman for his perusal and necessary actions.
- For speedy redressal of grievances, the Ombudsman shall exercise the powers vested on him to hear those grievances and shall ensure to solve the grievances within a month.

m) General Grievance Redressal Cell

Grievances of students related to academics and personal problems of residential students can be addressed to the Office of Student Affairs.

Email id: studentaffairs@hindustanuniv.ac.in

n) Women's Grievance Cell/Cell for Prevention of Sexual Harassment

Grievances related to female staff members and students of the institution may be brought to the notice of the Coordinator Cell.

Email id: wgc@hindustanuniv.ac.in

o) Examination Grievance Redressal Cell

Grievance regarding the conduct of examinations and issues related to it may be addressed to the Exam Grievance Cell by staff members and students.

Email id: examcell@hindustanuniv.ac.in

p) Attendance Grievance Redressal Cell

The Attendance Grievance Cell redresses the grievances/complaints of students regarding attendance related issues. Students are required to submit the grievances/complaints regarding the attendance to Dean (E&T) i/c the prescribed format along with the remarks of concerned HOD and supporting documents, for a fair redressal of attendance related issues.

q) Insurance Schemes

Mutually beneficial insurance schemes covering both the student and his/her parents are taken up by the Institution. Under this scheme, if a mishap happens to the student or their parents when the student is on the roll, the Institution will assist in claiming the insurance for the victim.

r) Hostels

i) On-Campus: Two residential hostels for boys (Galaxy/Jupiter Hostel) and three for girls (Kasturba/Bethany/Susan Hostel) are available on campus.

ii) Off-Campus: Orient Hostel is available within proximity of the University. Students must submit a separate application form for admission into these hostels. The residential hostels have furnished, airconditioned and bath-attached rooms. The facility provides the right ambience to the students. Each hostel has a dining hall and

indoor recreation facilities. They also a variety of services and opportunities. Students are to maintain utmost silence in the hostels during study hours. Membership to these hostels automatically ceases when the academic session for which the student has enrolled, ends.

Admission into the hostels is done after scrutiny of the student's performance and character. Use of drugs, alcohol or tobacco is strictly prohibited. Resident students will not be permitted to stay outside the campus at night. There are separate leave rules for the students residing in the hostels.

s) Internet Policy

- Usage of Wireless infrastructure in hostels and common places is to enhance the accessibility of the internet for academic purposes and to browse exclusive online resources for students and staff.
- Wi-Fi internet will be available in Hostels and Common areas between 6 a.m. and 11 p.m. The availability and strength of the Wi-Fi signal may vary based on the location.
- As per the IT data policy of HITS free Wi-Fi usage quota is limited per year to prevent misuse. UG students are provided 12GB, PG students are provided 16GB and Research Scholars / Staff 20GB per year. Extra data usage will be charged. Yearly / Semester data usage policy may vary as per the directions of the Institution

The Wi-fi access points provided in hostels and common areas are the properties of the Institution and any damage or loss of the equipment or related item will be considered as a serious breach of the Institution's code of conduct. In the incident of any loss or damage to the wireless infrastructure, it will be assessed and the same will be recovered from all the students who are residing in that floor/building/hostel.

Any product of human intellect which is unique, novel and non-obvious and which qualifies for protection under relevant acts of the government governing patent, copyright etc. and developed at HITS belongs to the Institute. HITS shall be the owner of the work, including software created by HITS personnel with significant use of HITS resources, HITS shall have sole ownership of all intellectual property created by a student during his/her course of study in the Institute.

t) Wi-Fi Access Guidelines

Telecom Regulatory Authority of India (TRAI), a statutory body that controls the Internet Service Providers (ISPs.) in India has directed all institutions to take strong steps in strengthening the security of Wi-Fi networks and the users utilizing the HITS Wi-Fi services must be registered with authorities and ensure that no other mobile networks, other than the registered one, is allowed in Wi-Fi network access. Hence the Institution has the right to do lawful monitoring/logging of all internet user's activity and share it with statutory bodies, if required.

Any user or device that accesses a Wi-Fi network shall:

- Protect the user account from unauthorized users by not sharing the credentials with others for any reason/mean. The student will be held responsible for any misuse of his/her account. The maximum Number of Concurrent (simultaneous) logins for a user account is ONE device either laptop/tablet/ smartphone.
- Use the internet judiciously and adhere to the policies of the Institution.
- Incidences of actual or suspected non-compliance with this policy should be reported immediately.

u) Enforcement and Sanctions

The Institution reserves the right to disable one's wireless network access for any of the following reasons if found:

- Access to wireless internet is only an extended service. Availability of wireless services solely depends on the discretion of the Institution and it has the right to stop/interrupt the services at any given point of time, if required for any technical purpose.
- Allowing other individuals (e.g. friends, co-workers, multiple devices etc.) to use one's account.
- Attempt to tamper/hack the servers/network or overload IT resources and assets by excessive bandwidth usage or using misconfigured devices or knowingly using a false identity.
- Download/Use/Store or transmit illegal copies of copyrighted materials or patented software/movies/songs etc. is a violation of the regulatory laws that involve protection of data or privacy.

Violation of this policy and guidelines is a serious offense and the Institution holds the right to permanently seize the laptop/devices and/or initiate strong disciplinary action, including termination from the Institution, if the need arises based on the severity of non-compliance.

v) Educational Tours

The Institution arranges visits and tours to places of academic relevance. All the students are expected to participate and the expenditure towards such visits shall be borne by students. One or more faculty will accompany the students during such visits, educational tours, etc. If girl students are travelling as part of the class, it is mandatory for a female faculty to be a part of the tour. Students must obtain permission from the respective HOD & Dean and Dean (E&T) before planning any such visits or tours.

w) Hindustan Toastmasters Club (HTC)

Toastmasters International (TI) is a non-profit educational organization that helps its members to improve their communication, public speaking, and leadership skills. The Hindustan Toastmasters Club aims at developing these skills in both their staff and students. The members of the club schedule a meeting once a week and the

activities are held as per the norms of the Toastmasters Club. Hindustan University Youth Toastmasters Club (HYTC), the prospective students club is also functioning in the institution and students are welcome to join the club. HTC has won Silver Eagle Award – 2018-19, Phoneix Award – 2018-19, and Distinguished Club Award in the years 2017, 2018, and 2019.

x) Campus Health Centre

The Campus Health Centre provides a facility for diagnosis and treatment to a variety of illnesses. Besides, it refers to the nearby hospitals if required. The Centre organizes Vaccination Camps and Health Check-ups at regular intervals. Doctors are available after working hours at Jupiter International Hostel for Consultation.

y) Other Facilities

i) Laundry

Laundry and dry-cleaning services are available within the campus for the residential staff and hostel students. The Laundromat provides modern equipment for laundry services.

ii) Ambulance

Ambulance service is available round the clock for the emergency use of Staff and Students. The Campus Clinic can be contacted for the same.

iii) Security

A round-the-clock security service and CCTVs are provided in and around the campus.

Centres of Excellence for Research

- Clean Energy and Nano Convergence (CENCON)
- Centre for Automation and Robotics (ANRO)
- Centre for Sensors and Process Control (CENSE)
- Centre for Sustainable Technologies (CST)
- Centre for Automotive Electronics (CAE)
- Centre for Networking and Cyber Defense (CNCD)
- Machine Intelligence and Data Analysis Research Centre (MIDARC)
- Centre of Excellence in Satellite Technology (CEST)
- Centre for Autonomous Systems (CAS)
- Simulation and Engineering Design (SIMENDES)
- Centre of Excellence in Underwater Robotics and Communication (CEURC)
- Structural Impact and Crash Simulation (SIMCRASH)
- Higher Education Leadership Management (HELM)
- Centre of Excellence for eHardware Innovative TestTechnology Systems (eHITS)

Mar Thoma Vidhya Sadanam

HITS donated a land to the Mar Thoma Church for constructing the “Mar Thoma Vidhya Sadanam” – Student Centre, for the development activities of the youth in the vicinity of Padur, Chennai. The Student’s Centre serves as a place for the students and youth who congregate for their social and spiritual wellbeing. Furthermore, this Centre aims at becoming an ecumenical venue where inter-religious dialogues and meetings can happen to ameliorate religious harmony.

Work as You Study Scheme (WAYS)

HITS shoulders its responsibility to support the student community by providing part-time jobs to an enrolled student, enabling him/her earn to pay educational expenses. The students selected under this scheme will be known as Campus Student Ambassador (CSA).



Scan the QR Code
for details

Benefits of the Scheme

- Provides opportunities for students to earn while learning to meet their expenses.
- Gives students hands-on experience and confidence, thereby preparing them better for taking up jobs the future.
- Adds value to the Resume of the students.
- Helps to exploit the immense potential of students as a valuable human resource.
- Prospers belongingness and encourages the involvement of the students in the management and development of the Institution.
- Helps inculcate in the students the values of hard work and dignity of labour.
- Prevent students from avoidable distractions and engage them in meaningful, positive activities.
- Develop interpersonal relations, and cultivate social skills, increase industrial contacts, improve self-confidence, job knowledge, job-seeking skills, attitudes towards practical reasoning, develop greater maturity, and demonstrate competencies.

Note: Only resident students are eligible for the WAYS Scheme

HITS Website

The HITS website is exclusively created to communicate the achievements and activities of the Institution. The website can be accessed for admission details research activities, career opportunities, and events conducted by HITS. The staff and students can access the website to login in to the ERP and email. Students can also download forms required for bonafide certificates, leave and on-duty requests, etc., One can also connect to the resect departments through the Microsite links.

Use the given the link or scan to connect to the website
www.hindustanuniv.ac.in

SERVICES BY HITS

Publications

HCELLENCE - HITS Magazine, DigiTalk@Hindustan – Digital Newsletter, Campus Talk – Newsletters, Annual Report, Hindustan Journals - Department Journals and HITSAA - Alumni Newsletter are published.

University Guidelines & Academic Calendar

University Guidelines is a very important manual that is distributed to every student and faculty who enter the portals of the HITS (UG, PG & Ph.D.) The academic fraternity should read it in detail as it contains valuable information and data. The Academic Calendar for the year 2021-22, comprising dates for important events, schedule for end semester examination and other details are available on HITS Website.

Pre - Placement Training Programme (PPTP) and Skill Acquisition Programmes

HITS considers Training and deploying the students as its prime responsibility to every student on campus. The students are trained in Aptitude, Technical and Communication skills and they are prepared to be industry-ready professionals.

Placement assistance is offered to all pre-final and final-year students, subject to their eligibility based on the following criteria:

- Overall first class in all Semesters.
- No history of Arrears
- Attendance of 75% and above.
- No record of disciplinary action against the concerned student.

Success Day

Success is a measure of one's achievement. Success Day is celebrated every year in recognition of final year UG and PG students who are placed in various firms, choose a career in civil services, decide to pursue higher studies, or prefer to take up the family business or become an entrepreneur. HITS takes pride in celebrating the success stories of such students and provides Certificate of recognition to honour them.

Hindustan Alumni Association (HITSAA)

Hindustan Alumni Association functioning since 1993 provides a platform to strengthen Alumni connections with their Alma Mater, Faculty, students and other Alumni through events organized by HITSAA.

Alumni Activities

HITSAA Executive Committee plans and executes all activities pertaining to the Association. Department Alumni Coordinators support HITSAA Office Bearers and facilitate Alumni Relations at HITS. The Alumni representatives are a part of the Board of Studies in every department and provide guidance in enhancing the curriculum,

in bringing quality improvements in academics, extra-academic activities and infrastructure. They contribute their time, talent to HITS through Lecture Sessions, Workshops, Training Programmes, Internships and Placement Offers. Alumni Treasure Contributions are in the form of Scholarships/ Cash Awards to deserving students and faculty, and towards University infrastructure in cash and kind.

HITSAA International Chapters are running actively in the UAE, Sultanate of Oman, Bhutan, East Asia covering more than 15 countries, USA, Canada UK, Europe & Australia. City Chapters of HITSAA are established in Kerala, Bangalore, Hyderabad, Chennai (HITS, Padur), Delhi, Pune and Kolkata. HITSAA in association with HITS organizes major events like Success Day (in association with Placement Office), Project Expo for Final Year students (Gyan Disha), Alumni Talk Series, Alumni Reunions etc. 'Alumni connect' e-newsletter featuring Alumni Achievers, Alumni Events, News, Articles and Snippets are released every quarter. Hindustan Institute of Technology and Science operates an exclusive Alumni website alumni.hindustanuniv.ac.in. HITSAA is also active on social media; Facebook, Twitter, Instagram & LinkedIn.



Scan the QR Code
for details

KCG Fashion Bank

Dr. KCG Verghese Charitable Foundation in partnership with Y'Men's Club of Mylapore and the Department of Fashion Design and Arts of HITS has started a social initiative called the "KCG Fashion Bank" to bridge the gap between accessibility to modest clothing by many and overuse of fashion wear.

The KCG Fashion Bank project aims to address the clothing needs of the poor and the needy.

Under the Campaign "Each One, Donate One", students can donate at least one / one set of gently used clothes to help this social initiative gain momentum. The KCG Fashion Bank is located next to the School of Physical Education.

Criteria For Cloth Donation

1. Let it be washed & Clean!
2. New & Gently worn clothes will be preferred.
3. For undergarments, only new pieces are preferred.
4. Assure to give articles (socks etc.,) which come in pairs as a set.
5. It will be best to avoid any faded / overused / stained or torn clothes.
6. Let's ask ourselves, "Can I gift this to my friend?"

INSTITUTION'S CHARTER

INSTITUTION'S RESPONSIBILITIES TOWARD STUDENTS

The Institution shall:

- i) Communicate its Vision, Mission, Programme Goals and Objectives, clearly and systematically to all students at the time of admission. Further, the Institution will host this information in the website, prospectus and Institution Guidelines.
- ii) Offer a wide range of academic programmes that are consistent with the goals and perspectives of the Institution.
- iii) Ensure collection/registration of students' feedback and discharge the necessary corrective and preventive measures throughout the academic year.
- iv) Facilitate effective teaching–learning processes and intensive research programmes.
- v) Monitor students' academic progress, identify their talents and mould them with skill and care.
- vi) Ensure well-defined, transparent assessment mechanisms for students.
- vii) Provide detailed information to students about academic requirements, fee structure and refund policies, financial aid and student support services.
- viii) Ensure sufficient and well-run support services including placement.
- ix) Provide academic and personal counseling.
- x) Promote healthy practices and their adoption by all the stakeholders of the Institution.
- xi) To organize regular campaigns against the menace of ragging, smoking, consumption of alcohol, drug trafficking, etc.

STUDENTS' CHARTER

STUDENTS' RESPONSIBILITIES IN LEARNING

The Student shall:

- i) Understand and appreciate the vision and mission of the Institution and fulfill his/her role in the realization of the same through effective participation.
- ii) Have a clear knowledge of the programmes, admission policies, programme requirements, assessment mechanisms, rules and regulations of the Institution.
- iii) Strictly follow the time schedule and norms.
- iv) Undertake a regular and intense study of learning materials.
- v) Make optimum use of the learning resources available at the department and institutional level.
- vi) Actively participate in the continuous internal assessment and end-semester examination.
- vii) Give honest feedback for system improvement and course delivery and keep parents informed about the academic performance.
- viii) Follow a life style of lifelong learning and peer knowledge sharing.
- ix) Support the academic endeavours of the Institution by becoming a mentor to freshers.
- x) Live as a worthy Alumni of the Institution.

CAMPUS RULES

A. General Rules

1. Wear ID Card while you enter, stay, and exit the campus.
2. Be present inside the campus before 8.30 a.m. The main gate will be closed sharp at 8.40 a.m. and latecomers would be reported to the higher authorities. The Institution functions for students and faculty between 8.30 a.m. and 4.00 p.m. Administration staff will be available, including Saturdays, till 5 p.m.
3. Never stay back on the campus or enter the college premises after 5.30 p.m. (Day scholars). Special permission must be obtained from the Registrar/ Dean (Administration) through the Head of the Department for any such stay.
4. Use of Mobile phone is banned during working hours from 8.30 a.m. to 4.00 p.m. except for authorized staff. If students are found using, the phone will be confiscated (exceptions as per the BYOD SCHEME: refer to page 43)
5. Adhere to the dress codes.
 - Boys: Formal shirts & trousers, T-shirts with collars are permitted. Round/V neck T-shirts, captions/writings on T-shirts, and torn Jeans are not permitted.
 - Girls: Formal dress / Chudithar / Tops / Jeans are permitted.
6. Wearing shoes on all days is mandatory for students. However, girl students are permitted to wear cut shoes (front closed). No student is permitted inside the campus with slippers.
7. Use of helmet is mandatory for staff and students who commute on two wheelers.
8. Never ride more than two persons. A fine will be levied if violated.
9. Wear seatbelts while driving four-wheelers. The vehicle will be confiscated if found guilty of rash driving.
10. Do not exceed 10km/hour speed limit. Rash driving is prohibited. If found, vehicles will be seized.
11. Use of horn is prohibited inside the campus.
12. Own a valid Driving License.

13. Park in the vehicles in "Parking Zone" only. If parked in unauthorized area, the vehicle will be towed and locked.
14. Affix stickers provided by the Institution on the vehicles belonging to the staff and students of the Institution.
15. Restrict pasting posters or writing on walls and roads.
16. Avoid indiscipline acts such as indulging in strikes, agitation, group clashes, assaults, use of vulgar language, abuse, causing damage the Institution property/ misbehaviour with Faculty, security guards, vigilance staff and others.
17. Do not indulge in Communal and religious activities without the permission of the Registrar.
18. Prevent possession & consumption of drugs and alcohol.
19. Smoking is banned.
20. Use of plastic bags and cups is prohibited.

B. ID Card Regulations

Every student should possess an Identity Card that includes a photo, name, roll number, branch, year of study and the signature of the Registrar. The display of the card is mandatory. Students must wear the ID card around their neck when they are on campus. This card is used throughout the student's period of study. A fine will be imposed on the student if he/she loses or mutilates the ID card. Lending this card to anyone, or failing to produce it when requested by the officials is a violation of the regulations of the Institution and the holder is subject to disciplinary action.

C. Student Discipline

Every student is required to observe utmost discipline and decorum both inside and outside the campus and not indulge in any activity which adversely affect the prestige/reputation of the Institute.

Any act of indiscipline of a student reported to the Dean (Student Affairs) and Head of the Departments will be referred to a Discipline Committee constituted for the purpose. The Committee will enquire into the charges and decide on a suitable punishment if the charges are substantiated. The committee will also authorize the Dean (Student Affairs) to recommend to the Vice Chancellor the implementation of the decision. The student concerned may appeal to the Vice Chancellor whose decision will be final. For issues related to ragging refer to page 79.

D. Rules on Social Media in Consonance with Indian Cyber Laws

1. Students are hereby cautioned & warned to refrain from the following activities while using any social media (Facebook, WhatsApp, Twitter, Instagram, Snapchat, Viber Messenger etc.) or while sending any e-mail or SMS.

- a) Posting any form of anti-national, antisocial, or terrorist/communal/ racial/ related, threatening messages, etc.
- b) Sending messages/posts by creating fake IDs & usernames.
- c) Morphing of pictures/photos, forwarding vulgar messages, indulging in pornographic postings and so on.
- d) Hacking of other person's electronic accounts.
- e) Stealing & misuse of personal data of others.
- f) Impersonation through e-mail/SMS/social media ie., speaking like father/ mother/ brother etc. of someone else.
- g) Taking photographs of others without their knowledge and posting it on social media.
- h) Creating 'Groups' and the 'Group Admin' not having any control over the happenings in that group.
- i) Indulging in 'skimming' of data from credit / debit cards, committing fraud etc.
- j) Getting involved in prohibited activities such as 'online betting' gambling etc.
- k) Indulging in any other Cyber related activity prohibited by Law.

2. Punishments for Students Committing/Abetting Cyber Crimes:

- a) The incident will be reported to the Cyber Crime Branch of Police for necessary investigation and action.
- b) Immediate termination of the student from the Institution after enquiry.
- c) All materials used for committing/abetting Cyber Crimes will be confiscated & handed over to the Police as evidence.

E. Preventive Measures & Response against Negative Views about the Institution

1. Students and Staff should not propagate or post any negative or derogatory comments about the institution verbally or through social media. If found guilty, strict disciplinary action will be initiated against the originators and terminated from the institution.
2. It is advised to approach the Grievance Redressal Committee of the institution towards any issues.
3. It is the duty of those observing such postings on social media to apprise the Registrar/Manager IT, at the earliest.

F. Medical Policy

1. It is mandatory for students and staff to submit a yearly Comprehensive Health Fitness Report from an authorized Medical Centre or Laboratory approved by the institution. This would be beneficial for timely action during an unforeseen crisis. The same is applicable for submission prior to travel pan India or overseas representing the institution at semester exchange programmes, trainings, competitions, tours or cultural. Any illness detected must be reported

immediately to HRD with authenticated Medical Certificate.

2. Institution will not bear responsibility for violation of rules. Strict action will be taken as per rules and regulations.

G. General Code of Conduct

1. Strict discipline is to be maintained on campus. Students violating this are liable for severe penalty including expulsion. Students expelled on grounds of indiscipline will not be entitled to any certificate and refund of fees or deposits.
2. Marshals and Deputy Marshals have been designated in each building and floor including general areas and hostels to monitor discipline among the student community.
3. Students are strictly forbidden from organizing or attending any unauthorized meeting within the campus of HITS or collecting money for any purpose without prior written permission from the Registrar.
4. Organized absence from classes and instigating other students to be absent from classes or to go on strike is a serious breach of discipline and will result in expulsion from the Institution.
5. No student shall take part in any anti-social or subversive activities.
6. No student shall be a member of any organization/association not connected with the HITS without prior written permission from the Registrar.
7. Students are forbidden from organizing unions or associations based on caste, colour, creed, language and nationality, religion or political ideology within the campus.
8. Students and staff are advised to refrain from commuting in private vehicles and avail institution's transport facility so as to avoid unforeseen accidents. Students using HITS transport facility should carry ID card issued by the Department of Transport.
9. Students must conduct themselves at all times in a befitting manner to bring credit to them and the Institution.
10. Students should make use of all opportunities provided to them to acquire skills and knowledge during their period of study in the HITS.
11. Students are advised not to eat or drink from any of the restaurants outside the campus for the safety of their health.

H. Laboratory and Workshop Rules

1. Students should perform experiments, record them in their observation notebook and the same must be approved by the respective faculty in the lab session itself.
2. Students should complete the record work of the previous lab session before attending the next laboratory class.
3. Students should remain inside the laboratory till the end of the lab session. If students do not remain in the lab class for the entire session, attendance will not be given.

Note: Research lab facilities can be availed till 10:00 PM.

Workshop Uniform

Students should have at least three sets of workshop and laboratory uniforms as specified by the respective department. For other laboratory classes, students should wear white overcoats procured from the stores of the institution. The students reporting without proper uniform will not be permitted to enter the workshops/ laboratories. Shoes are compulsory. Footwear should be removed prior to entry into computer and other sensitive labs.

Norms to obtain Vehicle Pass for two wheelers and four wheelers.

Every student of HITS commuting to college by a two-wheeler or four-wheeler should obtain a vehicle pass and affix the same on their vehicles in order to enter the campus. The pass can be obtained for a semester or annually.

Students who want to park their vehicles inside the campus should remit the parking charges mentioned below in the Accounts section to obtain the passes.

Charges for obtaining Vehicle Pass

Type of Vehicle	Charges for per semester	Charges for per annum
Two Wheeler	Rs. 750/-	Rs. 1250/-
Four Wheeler	Rs. 3000/-	Rs. 5000/-

Students must also submit copies of the following documents along with the application form:

- Driving Licence
- Insurance
- RC book
- ID Proof of the owner of the vehicle (Parent/Student) with residential address.
- Proof of the starting point

Failure to submit any of the documents will lead to the rejection of the application form to obtain a vehicle pass. As the available parking slots are limited, passes will be issued on a first come first serve basis. Vehicles without passes will not be permitted to enter the campus. However, there is a designated parking area available free of cost.

Note:

Any violation will be strictly dealt with as per the RULES and REGULATIONS.

EXAMINATION RULES

Rules and regulations for the candidates appearing for the End Semester Examination:

1. Students are advised not to involve in any kind of malpractice. Such cases will be dealt with severely, ranging from the cancellation of the specific paper to the cancellation of all papers.
2. Candidates must bring their Hall Tickets and ID Cards for all examinations.
3. In case of loss of a Hall Ticket, a duplicate Hall Ticket may be obtained from the Controller of Examinations on payment of a prescribed fee. A photograph is also required for the duplicate hall ticket.
4. Candidates should keep their books and bags outside the examination hall.
5. Candidates should compulsorily occupy the allotted seats 10 minutes before the commencement of the examination.
6. Candidates will not be permitted to appear for the examination if he/she reports after half an hour of the commencement of the examination.
7. Strict silence should be maintained in the examination hall.
8. Candidates must bring their own stationery items like pen, pencil, eraser, etc. They should not exchange stationery items.
9. Cell phones are banned in the examination halls.
10. Candidates should check if they have received the relevant question paper before answering.
11. Candidates should write their registration number only on the question papers; and strictly nothing else.
12. Candidates will be permitted to leave the examination hall only during the last 30 minutes.

Revaluation

1. After paying the prescribed fee, students can apply for revaluation within 15 days from the date of publication of results.
2. They can also get photocopies of their answer scripts by paying the prescribed additional fee.
3. Those who are involved in malpractices are not eligible to apply for revaluation.

Review

1. Students who have obtained photocopies of their answer scripts are alone eligible for review.
2. The answer script is to be valued and justified by two Faculty members of the University/College and they should recommend for review with the breakup of marks for each question.
3. A letter of appeal by the student for review should be forwarded by the HoD of the respective department within five days from the date of publication of revaluation results.
4. The letter along with the valued answer script and proof of having paid the

prescribed fee are to be submitted to the CoE's office on or before the specified date.

5. The CoE's office appoints two experienced subject faculty(professors) to evaluate the answer script
6. The fee collected from the student will be refunded, if the result is favorable to him/her.

Acts of Indiscipline / Malpractice in the End Semester Examinations and Punishments

No.	Nature of Malpractice	Punishment
1	Appeal for a favourable consideration of mercy in the answer book.	Fine of Rs. 1000/- per course, Controller of Examinations is authorized to deal with such cases.
2	Writing of name of the Candidate in the answer book by the candidate.	
3	Writing of Reg No. in places other than specified in the Answer Book by the Candidate.	
4	Any special marking in the answer script by the Candidate.	
5	Verbal or Oral communication to neighbouring candidate.	Cancellation of Examination of the particular course (subject)
6	Irrelevant writings in the answer book.	
7	Possession of any incrimination materials inside the examination hall (whether used or not). For example: Written or printed materials, Bits, Writings on Scale, Calculator, Handkerchief, Dress, Part of the Body, Hall Ticket etc.,	Cancellation of Examination of the Particular Course and All Current Semester Courses Registered during the Semester. If the Candidate has Registered only for arrear papers then cancellation of all the arrear papers of the Examination.
8	Possession of Cell Phones, Programmable Calculators, Bluetooth devices, and any other Electronic Gadgets. (Once it is confiscated, it can not be returned back including SIM card)	
9	Copying from the Neighbour.	
10	Exchange of Question papers and other materials with some answers.	

11	The Candidate writing answer on his/ her question paper or making use of his/ her question paper or hall ticket for rough work.	
12	Vulgar writings in the answer book.	Cancellation of Examination (Current Semester Courses and Arrear Courses) Registered during the Semester.
13	Possession of answer book of another Candidate.	
14	Giving answer book to another Candidate.	
15	Appeal in the examination answer book coupled with a promise of any form of consideration.	
16	Misbehavior in the examination hall (unruly conduct in the examination hall, threatening the Hall Superintendent / Chief Superintendent and other Examination Officials).	Cancellation of all Theory examinations (all papers - current and arrear) and further debarred from continuing his/ her studies. However the student is permitted to appear for the examination in all the arrear subject upto the last semester during the
17	Involved in Malpractice for the second or subsequent times of Serial No. 7 to 15.	
18	Cases of Impersonation.	<p>A) Handing over the Impersonator to the police with a complaint to take appropriate action against the person involved in the impersonation be the Chief Superintendent.</p> <p>B) Cancellation of all examinations (all papers - current and arrear) appeared for the Bonafide Student for whom the impersonation was fine and further the Bonafide student will be debarred from examination for 2 years.</p> <p>C) If a student of this University is found to impersonate a "Bonafide Student", the impersonating student also will be debarred from continuing his/ her studies and writing all examination for 2 years.</p>

If any other type of malpractices reported, the enquiry committee may recommend appropriate punishment.

EXTRACURRICULAR ACTIVITIES

Students should actively participate in Sports, NCC, NSS and YRC activities and Cultural activities. Attendance is compulsory for these activities.

Sports Facilities

Students must involve in any one of the sports activities. An excellent infrastructure with all facilities for sports and recreation help students to improve their physical and mental well-being, thereby producing good and outstanding sports persons. HITS has facilities for the following sports and games:

Outdoor

- Aerobics
- Athletic
- Basketball
- Cycling
- Boxing
- Cricket
- Football
- Gymnastics
- Horse Riding
- Tennis
- Throw ball
- Volleyball

Indoor

- Badminton
- Carrom
- Chess
- Karate
- Martial Arts
- Snooker & Billiards
- Swimming
-
- Table Tennis
- Yoga

All students representing HITS will be provided with uniforms and other sports gear.

- Students are sponsored to participate in sports tournaments held at the State, National and International Levels.
- Sports equipment are available in the Department of Physical Education.
- Strict disciplinary action will be taken against the student admitted in sports quota, if they are found guilty of malpractice activities and/or breaking rules and regulations of the Institution.

Socially Relevant Activities

NSS Volunteers, NCC Cadets, and Youth Red Cross volunteers visit the nearby villages and render service to alleviate the suffering of the unfortunate brethren around. Y's Men and Rotary club activities also play an important role in rendering service to the society. Their services include creating awareness about AIDS, Eye Donation, Blood Donation and infrastructure improvement in village schools, arranging free medical camps, etc.

National Cadet Corps (NCC)

The National Cadet Corps (Air wing) of the HITS is affiliated with 1 (TN) Air Squadron NCC, Tambaram. The allotted strength for NCC is 150, and Cadets (men and women) are enrolled into the NCC programme every year. The NCC cadets should compulsorily attend a 12-day camp in an academic year apart from other special camps such as National Integration Camp, Vayu Sena Camp, Air Force Attachment Camp, etc.

National Service Scheme (NSS)

The National Service Scheme (NSS) is one of the important service clubs In HITS. The objective of this service organization is to change the mindset of the students. The intake for the NSS unit is 100 students. It is a Central Government sponsored programme. Two types of programmes are carried out under the aegis of NSS: general and special.

Youth Red Cross (YRC)

The programme focuses to promote life and health through training and education on safety, primary health care, and offer technical support in the development of youth programmes, fund-raising, identification of material and human resources, develop young people who will be recognized by the leaders of the society as equal partners so that they can address the needs of the most vulnerable.

Y's Men's Club of Hindustan Youth

The Y's Men's Club of Hindustan Youth is a part of the International Association of Y's Men's Club and is officially recognised as a partner. The Club has received a charter certificate from the Y's Men International. The Y's Men's Club of Hindustan Youth includes young people between the age group of 15 and 30 years of age. Y's Youth Clubs strive through active service to develop, encourage and provide leadership to build a better world for all people. The club members have actively participated in many social activities and have won many laurels for the Institution.

Rotaract Club

Rotaract is a service club for young men and women ages 18 to 30 who are dedicated to community and international service. Its membership totals over 184,000 in more than 8,000 clubs worldwide. Rotaract clubs are self-governing and self-supporting and can be either university- or community-based. Individual Rotary clubs sponsor Rotaract clubs and offer guidance and support, making the Rotaract clubs true "partners in service" and key members of the family of Rotary. Rotaract clubs carry out two service projects each year, one that assists the local community and one that helps a community in another country. These projects are a great way for Rotaract club to get involved in their own community, connect with young adults globally, and attract new members.

ROTARACT CLUB OF HITS (RCHU) conducts many events for the welfare of the society and to the poor background children. It joins with community Rotaract clubs in

the district and with the other international district of Rotaract club. Mainly RCHU concentrates on the events such as:

- Club services
- Community service
- Professional service
- International service

Musical Activities

Numerous musical activities are available on campus for the cultural enrichment of students. Any student can register in the Music Club and can choose a musical instrument of his/her choice and be trained by a Music Teacher/Trainer. Students can also join the music groups like the HITS Choir and HITS Music Band and get periodical training. They can also participate in cultural events on and off campus.

Dance Academy

The Spring Boots Academy of Dance offers dance classes to the students. Students HITS are trained both in Western and Eastern dance styles. B-Boying, Freestyle, Hip-hop, Techno, Jazz, Locking and Popping, Tango, etc. are offered under the Western dance style. Apart from these, training is also offered in Zumba, Aerobics, Folk, Bollywood and Classical.

Cultural

Students of HITS are always encouraged to participate in cultural activities. Several cultural competitions are held within the campus for students and staff. Students have also won laurels at several inter-collegiate cultural competitions conducted within the state. They have also won accolades from several institutions as the best team. The institution also encourages students to participate in all the cultural events hosted on and off campus. Yarona, Graffiti Rock Concert, Music Orchestra, Dance Fest, Film Festivals, Colours of Youth and K-Pop are also conducted regularly on campus.

Co-Curricular Activities

All the Engineering departments have their respective local Engineering Associations to promote technical activities. Students should actively participate in one or more Technical Associations/Societies of their specialization.

Note: All extracurricular activities are allotted 1 credit CGPA. Hence it is mandatory for students to enroll in the extracurricular activities.

CLUBS & DEVELOPMENT PROGRAMMES

TECHNICAL CLUBS

S.No	Name of the Club	School / Department
1	Google Developer Student Club	Information Technology
2	UiPath Club	Information Technology
3	TechBee (AI& ML)-Club	MCA
4	HITS Aero Club	Aeronautical Engineering
5	Goddard Rocketry Club	Aeronautical Engineering
6	Nebula Astro Club	Aeronautical Engineering
7	CubeSat Club	Aeronautical Engineering
8	Block Chain Technology Club	Computer Science Engineering
9	Blue Screen Programming Club	Computer Science Engineering
10	Hindustan Energy Club	Electrical & Electronics Engineering
11	Marketing Club	SoM
12	Pranaam Hospitality Club	SoM
13	Avians-The Aviators Club	SoM

CO-CURRICULAR CLUBS

S.No	Name of the Club	School / Department
1	Kruptos Security Club	Information Technology
2	Athena-The Literary Club	Department of Languages
3	DIY Electronics Club	Electronics & Communication Engineering
4	Environmental Club	Civil Engineering

OTHER CO- CURRICULAR CLUBS

S.No	Name of the Club
1	Rotaract Club
2	Music club
3	Dance Club
4	Nature Club
5	Motorsports Club

6	Girls Who Code
7	Hindustan Green Yuvatharang
8	Hindustan Toast Masters Club

SPORTS AND FITNESS CLUB

S.No	Name of the Club
INDOOR SPORTS	
1	Billiards/ Pool Club
2	Boxing Club
OUTDOOR SPORTS	
3	Tennis Club
4	Cycling Club
5	Horse Riding Club
WATER SPORTS	
6	Swimming Club
7	Surfing Club
MARTIAL ARTS	
8	Kung Fu Club
9	Karate Club
FITNESS STUDIO	
10	Yoga Club
11	Gymnasium

b) Development Programmes

No.	Programme	Office Details
1	Training Programme	Centre for Training and Continuing Education, Jubilee Block - Ground Floor.
2	Soft Skills Development Programme	
3	Short Term Development Programme	
4	Entrepreneurship Programme	Hindustan Technology Business Incubator, Viapuri Hall - First Floor.
5	Placement & Internships	Placement Office, Building Science Block, Ground Floor.

DR. K. C. G. VERGHESE RESEARCH AND RESOURCE CENTRE

The Central Library of HITS is situated in the Founder's Block with a total carpet area of 65,000 sq. ft. spread over 3 floors. With a huge collection of over 2,28,968 volumes of Books, 389 International/National Periodicals in print, back volumes and over 3500 CDs/DVDs, the library houses more than 42,000 e-journals and 202542 e-books with online databases viz. IEEE, EMERALD, SPINGER LINK, SCIENCE DIRECT, PROQUEST, EBSCO etc. The Digital Library is automated Koha software and contains 59 Apple i-Mac Systems and 10 i-pads, 10 Laptops and 5 Kindles with internet access.

Koha is the first free library automation software package. Over 3,000 academic, public, and special libraries use the open-source software Koha. British Council Libraries, IIM Ahmedabad, and Mysore University are some of the institutions that use this software in India. Koha includes all library software modules such as acquisition, serials, members, circulation, cataloguing, reports, and tools. Koha supports MARC 21 (or UNIMARC), Z39.5, UTF-8, and SIP2 for RFID integration.

Below are some of the online journals that can be accessed through the HITS Digital Library. Remote access is also available and the Chief Librarian can be approached for further details.

- AIAA
- DOAJ
- EBSCO HOST
- NPTEL
- Hathi Trust
- IEEE Xplore
- ProQuest
- SAE International
- Springer Link
- Taylor Francis Online
- Institutional Repository (DSpace)
- ProQuest eBook Central

Services

- Open Access
- Article Alert Service
- Current Awareness Service / Selective Dissemination of Information
- Lending / Reference / Referral Services
- Information Desk
- Question Bank Service
- Over Due Alert Service
- Reprographic Service
- Remote Access
- Fully Automated Software
- OPAC /Web OPAC
- Barcode / EM & RF Enabled Circulation and Surveillance

	Item Type	Checkout Limit	Loan Period (Days)
Students	Books	4	14 Days (Two Weeks)
	CDs/DVDs	1	7 Days (One Week)
	Bound Volume	1	1 Day
	Laptop	1	14 Days
	Kindle	1	14 Days

	Item Type	Checkout Limit	Loan Period (Days)
Staff	Books	7	30 Days (One Month)
	CDs/DVDs	1	7 Days (One Week)
	Bound Volume	1	1 Day

Renewals

- Issued books can be renewed unless they are not reserved by someone else. Issued books need to be brought to the library for renewal.
- Renewals over the telephone, oral instructions, or written communication will not be entertained.

Reserving Documents

- A borrower can reserve a book currently taken out on loan by requesting the staff at the Circulation Counter.
- Notifications for the availability of reserved books are placed on the Library Notice Board.

Overdue Charges

Overdue charges at the rates mentioned below are charged for late return of the books/laptop:

- First week Rs. 10/ per day
- Second week Rs. 20/ per day

After this duration, the library bans the respective user from borrowing books.

a. Students can access audio-video information in the library (DVD, CD ROMS, etc.).

b. All library activities are computerized. An integrated Library System (LIBSYS) software is used for all activities in the areas of acquisition, cataloguing, circulation, serials control, articles indexing and abstracting, OPAC (Online Public Access Catalogue).

c. Students and staff are provided with “bar-coded identity cards” to avail the facilities of the computerized Library.

d. Issue and return of library books are done between 9.00 a.m. and 6.00 p.m.

e. Students can access all contents at <http://122.183.139.20/>
Their roll number is the username name and password.

QR Code for Library Login



Including Web OPAC, Question Bank etc.

f. Students can avail the library facilities from 7.00 a.m. to 9.00 p.m. on all working days.

g. Library will be working on all weekends from 9.30 a.m. to 4.30 p.m.

h. Library will be closed on select holidays.

Reference books cannot be borrowed and can be used only for reference purposes.

All faculty, students and research scholars are encouraged to utilize the library facilities

For detailed information about the facilities at library refer the book, "Know your library" available at hindustanuniv.ac.in/library

Any theft/damage of materials (books/journals/periodicals & electronic gadgets/CDs and DVD / Video) will result in strict disciplinary action. Failure to return the books on the specified date will result in penalty.

Usage of Mobile Phones is prohibited inside the Library.

Book Bank

The Book Bank provides specific learning resources to the students at HITS. All the students irrespective of their year and department can avail the benefit of the Book Bank. However, students must return books before they could borrow them for the next semester. The Book Bank operates differently from the Central Library.

PLACEMENT

The Placement Department works as a catalyst by focusing on activities that enhance the student's employability and career development. It guides the students in areas such as Career Research and Analysis, Career Guidance, Professional Development, Advanced Technology labs, Industry Institution Partnerships Corporate Relationship, Campus Placements and Guidance towards Higher Education. The Department also enables and assists students in Industry Internships, In-plant training and Industrial Visits.



In order to aid students to explore career opportunities in sectors like Atomic Energy and Banking, the Placement Department arranges Career Awareness Programme for all final year students by Professionals from the State Bank of India and Bhabha Atomic Research Centre, Govt. of India. Our students have been successfully placed at reputed companies with the Highest Package of 31 LPA, and an Average Package of 5 LPA making a total of 82% Placement conversion. Our esteemed recruiters include:



SCHOLARSHIPS AND AWARDS

a) Dr. K. C. G. Verghese Memorial Foundation Scholarship/Aid

In fond memory of our Founder & Chairman, Late Dr. K. C. G. Verghese and for the yeomen services he had rendered to the society, a Public Charitable Foundation has been established in his name. This Foundation proposes to offer assistance to meritorious and deserving students towards their education and medical relief for the poor. For details on the services extended by this Foundation, the Head Office of HITS may be contacted.

b) Merit Scholarship

Merit Scholarships are awarded to toppers in the Higher Secondary Examination and HITSEEE (online entrance examination) at the time of admission by the Management.

c) Merit cum Means Scholarship

HITS offers scholarships under merit cum means categories every year. Special financial assistance is given to differently-abled and economically weaker sections of the society to enable them to pursue their education.

d) Sports Scholarship

The Institution gives prime importance to the enrollment of students under the Sports Quota who excel in sports over the years. Failure to perform/comply with such schemes will result in the entire amount being claimed from the individual.

Criteria for Sports Selection

Students who have performed and achieved accolades at the National, Inter-Institution and State Levels in any sports discipline can apply in the month of March every year along with his/her Merit Certificates.

e) Founder's PG Scholarship

Eligibility & Benefits

- A Post Graduate degree can enhance the academic and intellectual calibre. During two-plus years of post-graduation, students will gain intellectually and experientially in a bigger way
- This scholarship is awarded to those who are interested in joining PG courses in HITS with First Class UG degree & minimum 75% attendance.
- Founder's PG Scholars will get access to MOOC courses from Coursera and Edex.
- Free Access to lakhs of online books, journals and theses.
- Funding for participation in International/National conferences
- Training to file Intellectual Property Rights
- Research Mentoring and guidance
- Guidance to Ph.D.
- Exchange program with the best universities of the world

To apply for the scholarship contact:

Head, Student Affairs

Mail id: studentaffairs@hindustanuniv.ac.in

f) Awards for Rank Holders

Cash Awards are given to meritorious students from each branch of B.Tech. and M.Tech. First Rank Holders of B.Tech. of each branch will receive a cash prize of Rs. 25,000/- and a medal. The second Rank Holders of B.Tech. will receive a cash prize of Rs. 15,000/- and a medal. The first and second rank holders of each branch of M.Tech., will receive a cash prize of Rs. 15,000/- and 10,000/- respectively along with a medal.

g) Research Scholarship & Awards

To promote research and attract Full-time Scholars, HITS has instituted the Hindustan Teaching Research Fellowship (HTRF) for eligible candidates. The fellowship is available only for Full-time Research Scholars registered for Ph.D.

h) Hindustan Teaching Research Fellowship (HTRF)

To promote research and attract Full-time Research Scholars, Hindustan Institute of Technology and Science has instituted Hindustan Teaching Research Fellowships (HTRF) for eligible candidates. The fellowships are available for Full-time Research Scholars registered for Ph.D.

The Candidates who avail the HTRF need to:

- Publish research papers
- Handle one theory and one practical course as assigned by the respective department.

Eligibility:

- Scholars pursuing doctorates in the Engineering stream will receive a stipend of Rs. 18,000/- if they had scored above 75% in their undergraduate and postgraduate degree programmes.
- Scholars pursuing doctorates under the Science stream will receive a stipend of Rs. 15,000/- if they had scored above 70 % in their undergraduate and postgraduate degrees.
- Scholars with a percentage score of above 65% and pursuing their doctorate under the Humanities and Management stream will receive a stipend of Rs. 12,000/-.

i) Founder's Award for Best Research Scholar

Founder's Best Research Scholar Award carries a cash prize and a certificate. The awardees are eligible to be considered for financial assistance from HITS to attend International/National Conferences.

Eligibility Criteria:

1. The scholar would be eligible after one year of registration.
2. Scholar should be GATE/NET qualified or should have secured more than 8.0

CGPA in UG and PG Engineering Courses or 75% marks in UG & PG courses in Science, Management or Humanities.

3. Supervisor's Recommendation the award is mandatory.
4. Short-listed candidates shall make a presentation before a panel of experts.

j) Awards

The following are the awards given to the staff for their excellence in specified fields. The awards are presented during the Annual Day celebrations and during Republic Day celebrations:

- Best Teacher Award
- Best Department Award
- Best Achievement Award
- Award for Publishing Text Books/ Journal with high impact factor and more number of publications
- Innovative Project Award
- Encouragement Award for Faculty
- Encouragement Award for the Department
- Research Promotion Award
- Best Mentor Award for Students competitions
- Consultancy Award
- Best Research Scholar Award
- Best Attendance Award
- Best Technical Staff Award
- Best Administrative Staff Award
- Sports Award
- Long Service Association Award
- Best Supporting Staff Award

HITS offers Awards and Incentives to the following meritorious students:

- Rank Holders.
- Class Rank Holders.
- Achievement in Sports and Cultural activities.
- Maintenance of good Discipline and 100% Attendance and Overall performance in Academic, Co-Curricular and Extracurricular activities.

NOTICE

RAGGING – AN OFFENCE

Ragging in any form, in any place or time is a cognizable offence that will attract severe punishment including expulsion from the Institution.

The current State and Central legislations provide for stringent punishments including imprisonment. Once the involvement of a student(s) is established in ragging, offending fellow students/staff, harassment of any nature to the fellow students/staff, etc. the student(s) will be liable to be dismissed from the Institute, as per the laid down procedures of the UGC / Govt. / Institute. Every senior student of the Institute, along with their parent, shall give an undertaking every year in this regard and the same should be submitted at the time of Registration.

UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009.

In the exercise of the powers conferred by Clause (g) of Sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely –

1. Title, commencement and applicability:

1.1. These regulations shall be called the “UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009”.

1.2. They shall come into force with immediate effect.

1.3. They shall apply to all the Universities established or incorporated by or under a Central Act, a Provincial Act or a State Act, to all institutions deemed to be University Under Section 3 of the UGC Act, 1956, to all other higher educational institutions, including the departments, constituent units and all the premises (academic, residential, sports, canteen, etc) of such Universities, Deemed Universities and other higher educational institutions, whether located within the campus or outside, and to all means of transportation of students whether public or private.

2. Objective:

To root out ragging in all its forms from Universities, Colleges and other educational institutions in the country by prohibiting it by Law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. Definitions: For the purposes of these Regulations:

3.1. “College” means any Institution, whether known as such or by any other name, which provides for a program of study beyond 12 years of schooling for obtaining qualification from a University and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for programme of study and present students undergoing such programme of study for the examination for the award of such qualification.

3.2. “Head of the Institution” means the ‘Vice-Chancellor’ in the case of a University/

Deemed to be University, 'Principal' in case of a College, 'Director' in case of an Institute.

3.3. "Institution" means a higher educational institution (HEI), like a University, a college, an institute, etc. imparting higher education beyond 12 years of schooling leading to a degree (Graduate, Postgraduate and Higher Level) and/or a University Diploma.

3.4. What is "Ragging"?

Any conduct whether by words spoken or written or by an act that has the effect of teasing, treating or handling with rudeness on any other student, indulging in rowdy or undisciplined activities which cause or are likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a freshman or a junior student or asking the student to do any act or perform something which the student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a freshman or a junior student.

3.5. "Statutory/Regulatory Body" means a body so constituted by a Central or State Government Legislation for setting and maintaining standards in relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI) and the State Higher Education Councils.

3.6. "University" means a University established or incorporated by or Under Central Act, a Provincial Act or a State Act, an institution deemed to be University Under Section 3 of the UGC Act, 1956, or an institution specially empowered by an Act of Parliament to confer or grant Degrees.

Punishable Components of Ragging:

- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;
- Use of criminal force;
- Assault as well as sexual offences or unnatural.

Offences:

- Extortion
- Criminal trespass
- Offences against property
- Criminal intimidation

4. Punishments

4.1 At the institution:

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee or other disciplinary committees of the institution, the possible punishments for those found guilty of ragging or misconduct at the institution level shall be any one or any combination of the following:

- 4.1.1 Suspension from attending classes and academic Privileges.
- 4.1.2 Withholding/withdrawing scholarship/fellowship and other benefits.
- 4.1.3 Debarring from appearing in any test/examination or other benefits.
- 4.1.4 Withholding results.
- 4.1.5 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- 4.1.6 Suspension/expulsion from the hostel.
- 4.1.7 Cancellation of Admission.
- 4.1.8 Rustication from the institution for a period ranging from 1 to 4 semesters.
- 4.1.9 Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- 4.1.10 Fine ranging between Rupees 25,000/- and Rupees 1 lakh.
- 4.1.11 Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.
 - Attempt to commit any or all of the above mentioned offences against the victim(s);
 - Physical or Psychological Humiliation;
 - All other offences following from the definition of "Ragging".

5. Measures for prohibition of ragging at the institution:

5.1 The institution shall strictly observe the provisions of the Act of the Central Government and the State Governments, if any, or if enacted, considering ragging as a cognizable offence under the law on par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ST, and prohibiting ragging in all its forms in all institutions.

5.2 Ragging in all its forms shall be totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc.) whether located within the campus or outside and in all means of transportation of students whether public or private.

5.3 The Institution shall take strict action against those found guilty of ragging and/or or abetting ragging.

FAQs Regarding Ragging

What should I do, when I am . . .

- Forced to speak when in the canteen/campus or while travelling in the Institution bus.
- Asked to perform mass drills.
- Forced to copy class notes, records, and assignments for the seniors.
- Forced to serve various errands.
- Forced to ask for phone/mobile numbers of classmates/roommates to do menial jobs for the seniors.
- Compelled to call the juniors/parents to ask/answer vulgar questions.
- Compelled to read vulgar literature in public to look at pornographic pictures.
- Forced to drink alcohol, scalding tea.
- Forced to do acts with sexual overtones, including homosexual acts.
- Forced to do acts which can lead to physical injury/mental torture or death.
- Forced to strip, kiss, etc.
- Forced to do other obscenities

It can be seen from the above that most of them, except the first few, constitute perverse forms of ragging.

Answer: Students are requested to immediately report to the Anti-Ragging Committee.

Contact Number : +91 90925 31817

E-mail id: antiragging@hindustanuniv.ac.in

HOSTEL ADMISSION & RULES

Staying at Hostel fosters better focus on learning, conserves time for productive utility, and opens to the effective usage of library resources anytime. The institution emboldens students and staff to benefit at large availing its hostel facilities.

Administration

The hostels are managed by

- a. Chief Warden
- b. Hostel Manager
- c. Wardens (Residential and Non-Residential).

Admission

1. Students can apply for hostel admission using the QR Scanner.



2. Residency shall be terminated automatically at the end of each academic year. Students, desirous of returning to the hostel, shall submit a fresh application for re-admission.
3. Students against whom disciplinary action has been taken shall not be eligible for hostel accommodation.
4. Students having too many arrears are not eligible for hostel accommodation.
5. The Management reserves the right to refuse admission to hostel to any student without assigning any reason or to expel any member in the interest of the welfare of the campus community. Violations committed by the student against the rules and regulations of HITS are viewed seriously and may lead to suspension or expulsion.
6. A student admitted to the hostel for a particular year should pay the fee for the entire period of one year regardless of the date of joining and vacating it.
7. A student who joins the hostel is expected to stay for a minimum period of one academic year and anyone leaving the hostel before the completion of the period shall forfeit establishment charges, caution deposit and fees paid. This condition is non-negotiable.
8. A student who once reserves his seat and pays the fee for hostel accommodation, will not be eligible for a refund if he/she cancels later.
9. Requests for adjustment to tuition fee with Hostel Fee or vice versa is not entertained.
10. Students must handover Comprehensive Health Fitness Report from an authorized physician/specialist regarding their fitness to stay in the hostel.
11. Any allergies and/or health/medically diagnosed conditions must be informed prior to admission in the admission. Scan the QR to fill out the Student Health Form.



12. It will be the responsibility of the Parents/Guardians to regularly contact the Warden, Hostel Manager and HOD of their wards and obtain information on their conduct and performance.
13. A room allotted for a student is subject to 'change' within the same category. The student cannot claim for any particular room.

General Hostel Rules and Regulations

1. Ragging and Eve Teasing in any form is strictly prohibited.
2. Attendance will be taken every day at the prescribed time after 6.30 p.m. in the evening in the respective rooms of students. Students are not permitted to go out of hostel/room after attendance.
3. Students are expected to behave with dignity and decency.
4. Students are not permitted to stay in the hostel during college hours without prior permission.
5. Day scholars and strangers are not permitted into the hostel for any reason.
6. On leaving the hostel/campus for outings, all procedures should be followed, like gate pass/entries in the registers/Wardens' permission etc. On outing days, students should return to the campus by 5.30 p.m.
7. Church visit is allowed every Sunday with prior permission. It may be combined with an outing after obtaining permission from their parents.
8. Visitors are not allowed during weekdays (Monday to Friday)
9. Sitting, chatting, and sleeping in rooms other than the allotted one is not permitted among hostel students.
10. Visitors' days (only Parents/Local Guardian/Relatives) are observed on Saturdays, Sundays and Holidays between 9.00 a.m. and 5.00 p.m.
11. Study hours are from 9.00 p.m. to 10.30 p.m. on all working days. During study hours, the front door should not be locked. Students should maintain strict silence during study hours and thereafter up to 8.30 a.m. on the next day.
12. Students should follow the mess timings strictly.

Note: - Any violation of these rules will be viewed seriously and strict action will be taken against defaulters.

Specific Rules for Hostel Residents

1. Hostel residents should be in their respective rooms on
 - a) Weekdays by 7.00 p.m. and weekends by 8.00 p.m. Roll call will be taken after that in their respective rooms.
 - b) If any student is found absent without proper intimation, appropriate disciplinary action will be taken and parents will be informed.

2. A student admitted to the hostel will have no claim for any particular room. He/she will be allotted rooms based on availability and category paid for.
3. No women can be entertained in the Men's hostel and vice versa.
4. Men are not allowed to loiter in front of the women's hostel and vice versa.
5. Cleanliness has to be maintained in the hostel rooms, toilets and the Institution premises.
6. All the occupants of a room are equally responsible for any damage, loss of furniture etc.; and in such cases, the cost will be recovered through a collective fine system.
7. Playing loud music, dancing, lighting 'agarbathi' or diyas or candles inside the rooms and quarrelling among students are strictly forbidden.
8. Ragging or eve teasing in any form is not permitted within the hostel. If any student is found engaged in any kind of ragging activities, he/she will be expelled from the Institution immediately and legal action will be initiated as per Govt. orders.
9. No Day-scholar or guest is permitted to enter the hostel/guest house without permission from the respective Hostel Warden.
10. No student should deface his/her room in any manner by sticking posters, papers, writing, drawing, colouring of walls, etc.
11. All students are required to switch off the Air conditioner, lights and fans as and when they leave the rooms. Heater/ iron box/kettle/high wattage music system and any other electrical appliances exceeding a power consumption of 300 watts and more will not be permitted.
12. Permission should be obtained from the Warden for the use of table fans and any other electrical appliances for which an additional fee will be collected.
13. Celebrating birthdays and religious functions are strictly banned in Hostels. Giving gifts or any other gratification in cash/kind to any staff is strictly prohibited.
14. Online food delivery is not permitted after 10 p.m. on all days
15. Visit to local guardian is restricted to once a month. Special permission has to be obtained for overnight stay and the consent of parents for such a stay is to be communicated 3 days in advance to the Warden in writing.
16. Campus residents are instructed to dine only in their respective hostel mess and follow the mess rules and regulations strictly.
17. Consumption of drugs, alcohol, smoking and chewing of pan are strictly prohibited on campus and students indulging in such activities are liable for expulsion.
18. In case of serious illness and infectious diseases, students should report the same to the concerned resident Warden for immediate action.
19. Playing cards or any other form of gambling is strictly prohibited in the hostel.
20. Campus residents will not be permitted to keep any pets, a powered vehicle (two-wheelers or four-wheelers) inside the hostel campus.
21. Students reporting sick should intimate the Warden before leaving the hostel and the Warden should inform the parents immediately (within 24 hours) about

the sickness of their ward.

22. Visitors are to be entertained only in the lobby area and are not allowed into the rooms. Their names are to be recorded in the Visitors' register.
23. Students are not permitted to keep valuables like gold ornaments, excess cash, laptop, mobile phones or any such attractive items in their room. If students possess such articles, it is at their own risk and the management is not responsible for any loss or damages. Further lending and borrowing of cash or any other valuable personal belongings are strictly prohibited.
24. Students are not permitted to use mobile phones in the academic block complex and during class hours. Further possession of gadgets like laptops mobile and so on are at their own risk and responsibility. Any student caught using mobile phones in the academic block complex or during seminars or other official events will be dealt with severely and the mobile phone will be confiscated.
25. Any student indulging in cybercrimes will be expelled from the Hostel and the institution. The Student is also liable for legal action.
26. It will be the responsibility of the parents/guardians to ensure that their wards (students) suffering from mental imbalance, epilepsy, are difficulty in adapting to new environments are not admitted in Hostels. If such cases come to light, they will be expelled from the Hostel.
27. Any student indulging in self-inflicted injury or attempting suicide will be expelled immediately from the Hostel and handed over to parents/ guardians.
28. Student must submit CRS form minimum of 3 days in advance to Warden.
29. Residents are not permitted to give their hostel keys to any other person for use while they are away. Residents found committing such an offence will be expelled from the Hostel.
30. All types of political activity, propaganda etc. are prohibited.
31. Viewing, possession and or dissemination of pornographic materials are strictly prohibited.
32. Residents found causing embarrassment, unsolicited compliments, sexually tainted jokes, spreading false rumours will be evicted from the hostel.
33. Getting involved in theft, assault and affray or any physical violence is not allowed. Residents found committing such an offence will be evicted from the hostel.
34. HITS reserves the right to alter, amend, add or delete any of the rules and regulations at any time without prior notice.
35. HITS also reserves the right for its Designees to enter and inspect a residence in the interest of the safety and proper conduct of students. Entry can be made at any time, whether or not the students are present, and without prior notice to the students.
36. Student will not change the room layouts without prior approval the Hostel Manager
37. Any resident student absenting himself/herself from the Hostel without prior consent of the Hostel administration (Warden/Hostel Manager/Chief Warden) is liable for action. The administration is not responsible for the safety or security

in case any resident student is absent without information from Parents, and FIR will be lodged with the Police.

38. In addition to the above, students must comply with all the rules and regulations issued from time to time by the authorities of HITS.
39. HITS reserves the right to expel or suspend any student whose conduct has been found detrimental to the smooth functioning of the Hostel / Institution.

Disciplinary action will be taken for violation of rules and misconduct by hostel inmates. In all matters of discipline, the decision of HITS will be final. A student expelled on disciplinary grounds will have to forfeit fees and deposit paid.

Hostel Mess Rules

1. Entry into the kitchen is strictly prohibited, except for the Resident Warden and Mess Committee Members.
2. Private Cooking in the hostel rooms or on the hostel premises is not permitted.
3. Students should be dressed decently and should not disturb others when they are in the dining hall.
4. Food should not be taken to the rooms.
5. Complaints regarding the quality of food and other suggestions should be entered in the suggestion/complaint register available in the mess hall.
6. Food, water and electricity should not be wasted.
7. Removal of chairs and utensils from the dining hall is not permitted.
8. No mess reduction is permitted under any circumstances.

Mess Timings

Session	Working Days
Breakfast	7.00 a.m. to 8.15 a.m.
Lunch	12.10 p.m. to 1.10 p.m.
Tea	4.30 p.m. to 5.15 p.m.
Dinner	7.15 p.m. to 8.30 p.m.

* Closing timings are extended by 30 minutes during holidays.

Additional Rules

1. Hostellers will not be permitted to go out of the campus except with prior permission of their Parents and resident Warden.
2. Parents/relatives will be permitted to visit their wards on Saturdays, Sundays and public holidays between 9:00 a.m. and 05:00 p.m. for first-year students.

3. Students may be permitted to go out during weekends to visit relatives or local guardians once in a month with the written approval of the Parents. Overnight stay is not permitted unless the stay is with Parents.

A Neat Room – A Healthy Environment

Please utilize the dustbin kept in the corridor for disposing garbage.

Keep clothes, pillows and bedspreads neat and clean. Wash them at least once in a fortnight.

1. Use hangers for hanging clothes.
2. Do not dry (washed) clothes inside the room.
3. Avoid foul-smelling items inside your room.
4. Please ensure that your footwear is clean.
5. Please do not stick anything on the windows, doors and walls.
6. Students are advised to trim their hair at least once in a month.
7. Do not keep eatables in the room as they are cause for cockroaches and rats.
8. Washing of clothes (except undergarments and socks) in the room is strictly prohibited.

Consumption of Water and Electricity

Water and electricity are precious. Avoid wastage of water while bathing and when using the toilet. See that the taps are closed after use. Switch off all electrical fittings while leaving the room. Switch off ACs during power failures. Continuous and prolonged use of AC without break is dangerous and AC must be switched off for a period of 30 minutes after continuous running for 6 hours. Students will have to bear the cost of damages and pay penalties for any misuse or breakage of electrical appliances.

Transport Facility for Hostel Residents

- Bus facility is available for campus residents on Saturday/ Sunday for organised visits as per demand.
- Vehicles will be provided to campus residents for any emergency.

Other Facilities

The following facilities are available on campus for the benefit of students and staff.

- Cultural activities to include music and dance through reputed artists.
- Mentoring for students by qualified counsellors to improve personality, overcome stress, enhance academic performance and so on.
- Canteen and Fast-Food Centres.
- Availability of hot water at select points.
- Departmental Stores /Super Market.
- Generator Facility.
- Preventive Maintenance.
- Banking Facility with ATM.
- 24 hrs- Incoming Phone Facility.
- Centralized Laundry Facility.
- Stationery Shops.

- Round-the-clock security service.
- All types of Sports and Games – Outdoor & Indoor (including yoga, gymnasium, mind and body alignment training) and horse riding.
- Hobby Centers/Clubs.
- Campus Clinic with Doctors, Nurses and Ambulance service.
- Physiotherapy Centre

Guest House

Parents and Guests who visit their children on campus can stay in AC/Non-AC rooms in Campus Guest Houses at a nominal rate. Reservations can be done through Hostel Manager, subject to availability.

ACADEMIC SCHEDULE

ACADEMIC SCHEDULE - ODD SEMESTER (2023-2024)

S.No	Academic Activity		BTECH, BARCH, SLAAS, BDES, PG		UG/PG
			III, IV, V Year	II year	I Year
1	Internship		12.06.23 to 10.07.23	11.07.23 to 31.07.23	NA
2	Commencement of Induction Programme for First Semester		NA		B.Tech/B.Arch/B.Des-19.07.23 SLAAS/SAHS – 31.07.23 PG – 21.08.23
3	Registration and Commencement of Regular Classes		12.07.23	01.08.23	B.Tech/B.Arch/B.Des-09.08.23 SLAAS/SAHS – 09.08.23 PG – 23.08.23
4	Continuous Assessment	I Periodical Assessment	17.08.23	24.08.23	18.09.23
		Parents Interaction Day	02.09.23		30.09.23
		II Periodical Assessment	04.10.23	11.10.23	06.11.23
		Practical Exams	10.11.23		11.12.23
		Last Academic Working Day	21.11.23		21.12.23
		“RA” and “Detention List” Announcement	18.11.23		15.12.23
5	End Semester Regular and Supplementary Exam & Results	Commencement of End Semester Regular/ Supplementary Theory Exam	22.11.23		03.01.24
		Completion of End Semester Exams	14.12.23		13.01.24
		Announcement of results of Regular/Supplementary Theory Exams	29.12.23		05.02.24
		Registration for Revaluation	03.01.24		09.02.24
		Revaluation Results	07.02.24		28.02.24
		Registration for Repeat exams for Regular Courses	17.02.24		05.03.24
		Commencement of Repeat Exams for Regular Theory Courses	22.02.24		11.03.24
		Announcement of Repeat Exam Results	27.03.24		03.04.24
6	Last date for registration of courses for even semester		15.12.23		20.12.23
No of Working Days			90 Days		
7	Reopening for the next semester for all programmes		03.01.24		22.01.24

ACADEMIC SHEDULE - EVENT SEMESTER (2023-2024)

S.No	Academic Activity		(II,III,IV,V) YEAR BTECH,BARCH,SLAAS, BDES ,PG	UG / PG - I Year
1	Registration and Commencement of Regular Classes		03.01.24	22.01.24
2	Continuous Assessment	I Periodical Assessment	12.02.24	26.02.24
		Parents Interaction Day	24.02.24	13.04.24
		II Periodical Assessment	25.03.24	03.04.24
		ESE Practicals / Project Viva Voce	30.04.24 to 09.05.24	08.05.24
		Last Academic Working Day	09.05.24	17.05.24
		“RA” and “Detention List” Announcement	07.05.24	10.05.24
3	End Semester Regular and Supplementary Exam & Results	Commencement of End Semester Regular Theory Exam	10.05.24	23.05.24
		Completion of End Semester Exams	07.06.24	05.06.24
		Announcement of Results of Regular/Supplementary Theory Exam	20.06.24	22.06.24
		Registration for Revaluation	24.06.24	25.06.24
		Revaluation Results	29.07.24	17.07.24
		Registration for Repeat Exams for Regular Courses	30.07.24	23.07.24
		Commencement of Repeat Exams for Regular Theory courses	07.08.24	29.07.24
		Announcement of Repeat exam results	20.09.24	26.08.24
No of Working Days			90 Days	
4	Students Internship		10.06.24 to 30.06.24	
5	Last date for registration of courses for Odd semester 2024-2025		03.06.24	
6	Faculty Reporting		01.07.24	
7	Reopening for the next Academic Year for all Programmes		08.07.24	

CONTACT PHONE NUMBERS

HITS Reception	: 044 2742 7262/4395/4385
Dean (E & T)	: 044 2747 4395/4262 (Ext. 102)
Student Affairs	
• Dean	: +91 90808 30983
• Head i/c	: +91 90876 26228
Chief Vigilance	: +91 9092531817

Hostels

Boys

- Galaxy Hostel
- Jupiter Hostel

Hostel Manager : +91 86680 93938 / 044 2747 4262 (Ext.400/404)

Girls

- Kasturba Hostel
- Susan Hostel
- Bethany Hall

Ladies Hostel : +91 91768 55964

Hostel Email id: hostel@hindustanuniv.ac.in

Time Table

Odd Semester

Period/Day	1	2	3	4	5	6	7
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							

Even Semester

Period/Day	1	2	3	4	5	6	7
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							

**Campus:**

Hindustan Institute of Technology & Science
No. 1, Rajiv Gandhi Salai (OMR), Padur, (Via)
Kelambakkam, Chennai - 603 103.
Tel. No : +91 44 2747 4262/4395/4033
Mob. No : +91 86680 93935

Administrative Office:

No. 40, G.S.T. Road, St. Thomas Mount,
Chennai - 600 106.
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