



**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002**



**Symbiosis University of Applied Sciences,
Indore**

Application for UGC Compliance



UNIVERSITY GRANTS COMMISSION
HADUR SHAH ZAFAR MARG
NEW DELHI-110 002

Proforma for submission of information by State Private Universities for ascertaining their norms and standards

A. Legal Status

1.1	Name and Address of the University	SYMBIOSIS UNIVERSITY OF APPLIED SCIENCES, INDORE Bada Bangadda, Super Corridor, Indore - 453 112 (M.P.)
1.2	Headquarters of the University	Indore {Madhya Pradesh}
1.3	<p>Information about University</p> <p>a. Website _____</p> <p>b. E-mail _____</p> <p>c. Phone Nos. _____</p> <p>d. Fax Nos. _____</p> <p>Information about Authorities of the University</p> <p>a. Ph. (including mobile), Fax Nos. and e-mail of Chancellor _____</p> <p>b. Ph. (including mobile), Fax Nos. and e-mail of Vice-Chancellor _____</p> <p>c. Ph. (including mobile), Fax Nos. and e-mail of Registrar _____</p> <p>d. Ph. (including mobile), Fax Nos. and e-mail of Finance officer _____</p>	<p>Information about University</p> <p>a. www.suas.ac.in;</p> <p>b. registrar@suas.ac.in;</p> <p>c. +91 731-2581300;</p> <p>Information about Authorities of University</p> <p>Chancellor Dr.S.B. Mujumdar a. +91 731 -2581300; chancellor@suas.ac.in;</p> <p>Vice Chancellor Dr.Kailash Srivastava b. +91 731-2581300; 9285333001 vice-chancellor@suas.ac.in;</p> <p>Registrar Dr.Mukesh Parashar c. +91 731-2581300; registrar@suas.ac.in;</p> <p>Chief Finance & Accounts Officer Mr. Risabh Pareek</p>

		+91 731-2581300: cfao@suas.ac.in								
1.4	Date of Establishment	22 nd July 2016								
1.5	Name of the Society/Trust promoting the University (Information may be provided in the following format) (Copy of the registered MoA/Trust Deed to be enclosed)	SYMBIOSIS FOUNDATION New Delhi Please find enclosed copy of Society Registration as <i>Enclosure 1</i>								
1.6	Composition of the Society/Trust (Details to be provided in Appendix-I) <table border="1" data-bbox="311 689 815 913"> <thead> <tr> <th>Name</th> <th>Addresses</th> <th>occupation</th> <th>Designation In the Society / Trust</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name	Addresses	occupation	Designation In the Society / Trust					Details provided in Appendix-I
Name	Addresses	occupation	Designation In the Society / Trust							
1.7	Whether the members of the Society/Trust are members in other Societies/Trusts or in the Board of Governors in companies? If yes, please provide details in the following format: (Details to be provided in Appendix-II) <table border="1" data-bbox="311 1245 914 1435"> <thead> <tr> <th>Name of the Member</th> <th>Address</th> <th>Designation in society/Trust</th> <th>Designation in society/Trust</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name of the Member	Address	Designation in society/Trust	Designation in society/Trust					YES Please refer Appendix-II
Name of the Member	Address	Designation in society/Trust	Designation in society/Trust							
1.8	Whether the promoting Society/Trust is involved in promoting/ running any other University/Educational Institution? If yes, please give details in the following format:- (Details to be provided in Appendix-III) <table border="1" data-bbox="311 1765 914 1883"> <thead> <tr> <th>Name of the University / Educational Institution</th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	Name of the University / Educational Institution	Activities			NO Please refer Appendix-III				
Name of the University / Educational Institution	Activities									
1.9	Whether the promoting society/trust is involved in	NO								

	<p>Promoting/running activities other than educational? If yes, please give details in the following format:-</p> <table border="1"> <thead> <tr> <th>Name of the Organization</th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table> <p>(Details to be provided in Appendix-IV)</p>	Name of the Organization	Activities			
Name of the Organization	Activities					
1.10	<p>Act and Notification under which established (copy of the Act & Notification to be enclosed) Enclosed /Not enclosed</p>	<p>Established by Govt. of M.P. vide Act No. 23 of 2016 Please find enclosed the copy of ACT as Enclosure 2</p>				
1.11	<p>Whether the University has been established by a Separate State Act?</p>	<p>YES</p>				

B. Organization Description

2.1	Whether Unitary in nature (as per the UGC regulation)	YES
2.2	Territorial Jurisdiction of the University as per the Act	INDORE MADHYA PRADESH INDIA
2.3	Details of the constituent units of the University, if any, as mentioned in the Act	NIL
2.4	<p>Whether any off-campus centre(s) established? If yes, please give details of the approval granted by the State Government and UGC in the following format:-</p> <p>a. Place of the off-campus _____</p> <p>b. Letter No. & date of the approval of State Government _____</p> <p>c. Letter No. & date of the approval of UGC ____</p> <p>(Details to be provided in Appendix-V)</p> <p>(Please attach attested copy of the approval)</p>	NO
2.5	<p>Whether any off-shore campus established? If yes, please give details of the approval granted by the Government of India and the host country in the following format:-</p> <p>a. Place of the off-shore campus _____</p> <p>b. Letter No. & date of the approval of Host Country _____</p>	NO

	<p>c. Letter No. & date of the approval of Government of India ____</p> <p>(Details to be provided in Appendix-VI)</p> <p>(Please attach attested copy of the approval)</p>	
2.6	<p>Does the University offer a distance education programme? If yes, whether the courses run under distance mode are approved by the competent authority? (Please enclose attested copy of the course-wise approval of competent authority)</p>	NO
2.7	<p>Whether the University has established study centre(s)? If yes, please provide details and whether these study centres are approved by the competent authority of the University and UGC?</p> <p>(Details to be provided in Appendix-VII)</p> <p>(Please enclose attested copy of the approval from the competent authority)</p>	NO

C. Academic Activities Description

3. Academic Programmes

3.1	<p>Details of the programmes permitted to be offered by Gazette Notification of the State Government and Its reference (Details to be provided in Appendix-VIII)</p>	<table border="1"> <thead> <tr> <th>Programme</th> <th>Sanctioned Intake</th> <th>Actual Enrolment</th> </tr> </thead> <tbody> <tr><td>UG</td><td></td><td></td></tr> <tr><td>PG</td><td></td><td></td></tr> <tr><td>Diploma</td><td></td><td></td></tr> <tr><td>PG Diploma</td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td>Certificate course</td><td></td><td></td></tr> <tr><td>M.Phil</td><td></td><td></td></tr> <tr><td>Ph.D.</td><td></td><td></td></tr> <tr><td>Any other (pl. Specify)</td><td></td><td></td></tr> <tr><td colspan="3" style="text-align: center;">Details in Appendix-VIII</td></tr> </tbody> </table>	Programme	Sanctioned Intake	Actual Enrolment	UG			PG			Diploma			PG Diploma						Certificate course			M.Phil			Ph.D.			Any other (pl. Specify)			Details in Appendix-VIII		
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3.2	<p>Current number of academic programmes/ courses offered by the University (Details to be provided in Appendix-IX)</p>	<table border="1"> <thead> <tr> <th>Programme</th> <th>Sanctioned Intake</th> <th>Actual Enrolment</th> </tr> </thead> <tbody> <tr><td>UG</td><td></td><td></td></tr> <tr><td>PG</td><td></td><td></td></tr> <tr><td>Diploma</td><td></td><td></td></tr> <tr><td>PG Diploma</td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td>Certificate course</td><td></td><td></td></tr> <tr><td>M.Phil</td><td></td><td></td></tr> <tr><td>Ph.D.</td><td></td><td></td></tr> <tr><td>Any other (pl. Specify)</td><td></td><td></td></tr> <tr><td colspan="3" style="text-align: center;">Details in Appendix-IX</td></tr> </tbody> </table>	Programme	Sanctioned Intake	Actual Enrolment	UG			PG			Diploma			PG Diploma						Certificate course			M.Phil			Ph.D.			Any other (pl. Specify)			Details in Appendix-IX		
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3.3	<p>Whether approvals of relevant statutory council(s) AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI, etc. have been taken to:</p> <ol style="list-style-type: none"> Start new courses To increase intake <p>If yes please enclose copy of approval and give course- wise details in the following format:-</p>	<p>NO</p>																																	

	<p>(Details to be provided in Appendix-X)</p> <table border="1"> <thead> <tr> <th>Name of The course</th> <th>Statutory council</th> <th>Whether approval taken</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name of The course	Statutory council	Whether approval taken				
Name of The course	Statutory council	Whether approval taken						
3.4	<p>If the University is running courses under distance mode, please provide details about the students enrolled in the following format:-</p> <table border="1"> <thead> <tr> <th>Name of the Study Centre</th> <th>Courses Offered</th> <th>No. of students enrolled</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>(Details to be provided in Appendix-VII)</p> <p>(Please enclose copy of the course-wise approval of the competent authority)</p>	Name of the Study Centre	Courses Offered	No. of students enrolled				NO
Name of the Study Centre	Courses Offered	No. of students enrolled						
3.5	<p>Temporal plan of academic work in the University Semester system/ Annual system</p>	SEMESTER SYSTEM						
3.6	<p>Whether the University is running any course which is not specified under Section 22 of the UGC Act, 1956? If yes, please give details in the following format:-</p> <ol style="list-style-type: none"> Name of the course(s) Since when started Whether the University has applied for permission from UGC? <p>(Details to be provided in Appendix-XI)</p>	<p>NO, the University is not running any such course which is not specified under Section 22 of the UGC Act, 1956.</p>						

4. Student Enrolment and Student Support

Year 2017

4.1		Number of students enrolled in the University for the current academic year according to regions and countries (Please give separate information for main campus and off-campus/off-shore campus)					
Particulars		No. of students from the same State where the University is located	No. of students from other States	No. of NRI students	No. of overseas Students excluding		Grand Total
					Foreign Students	Person of Indian Origin students	
UG	M	180	17	-	-	-	197
	F	119	10	-	-	-	129
	T	-	-	-	-	-	-
PG	M	16	7	-	-	-	23
	F	15	2	-	-	-	17
	T	-	-	-	-	-	-
M.Phil	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Ph.D.	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Diploma	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
PG Diploma	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Certificate	M	-	-	-	-	-	-

	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Any Other (Pl. Specify)	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-

M-Male, F-Female, T-Total

Year 2016

4.1	Number of students enrolled in the University for the current academic year according to regions and countries (Please give separate information for main campus and off-campus/off-shore campus)						
Particulars		No. of students from the same State where the University is located	No. of students from other States	No. of NRI students	No. of overseas Students excluding NRIs		Grand Total
					Foreign Students	Person of Indian Origin students	
UG	M	141	9	-	-	-	150
	F	79	1	-	-	-	80
	T	-	-	-	-	-	-
PG	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
M.Phil	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Ph.D.	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Diploma	M	-	-	-	-	-	-
	F	-	-	-	-	-	-

	T	-	-	-	-	-	-
PG Diploma	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Certificate	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-
Any Other (Pl. Specify)	M	-	-	-	-	-	-
	F	-	-	-	-	-	-
	T	-	-	-	-	-	-

4.2	Year 2017 Category-wise No. of students	Category	Female	Male	Total
		SC	1	2	3
		ST	-	2	2
		OBC	14	33	47
		PH	-	-	-
		General	131	183	314
		Total	146	220	366
	Year 2016 Category-wise No. of students	Category	Female	Male	Total
		SC	-	-	-
		ST	-	-	-
		OBC	10	23	33
		PH	-	-	-
		General	70	127	197
		Total	80	150	230
4.3	Details of the two batches of students admitted				

Particulars	Batch 1			Batch 2		
	Year of Entry –2016			Year of Entry -2017		
	UG	PG	Total	UG	PG	Total
No. admitted to the Programme	230		230	326	40	366
No. of Drop-outs (a) Within four months of Joining				40	5	45
(b) Afterwards	17	-	17			
No. appeared for the final year examination	Not Applicable					
No. passed in the final exam	Not Applicable					
No. passed in first class	Not Applicable					

4.4	Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details	The University proposes to set up Dept. of Recognition of Prior Learning to provide bridge courses. The University through its community initiative will offer short term courses to underprivileged, women & school dropouts.
4.5	Does the University provide any financial help to the students from socially disadvantageous group? If yes, please give details	As the University is newly established, policy to provide financial help to the students from socially disadvantageous yet to be devised.
4.6	In case the University is running M.Phil/Ph.D. programme, whether it is full time or part time and whether these programmes are run as per UGC Regulations,2009 on M.Phil/Ph.D.	Presently, University is not running M.Phil/Ph.D programme.

4.7	Whether the University have a website? If yes please give website address and whether the website is regularly updated?	Yes (www.suas.ac.in)								
4.8	How are the prospective students informed about the criteria for admission, rules & regulations, facilities available, etc?	<p style="text-align: center;">Through-</p> <ul style="list-style-type: none"> • website, • prospectus • advertisements • Counselling • Emails and tele-communicatio 								
4.9	<p>Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc in the University in the following format:-</p> <table border="1" data-bbox="296 875 994 1160"> <thead> <tr> <th data-bbox="296 875 485 1099">Name of the complainant</th> <th data-bbox="485 875 655 1099">Complaint against</th> <th data-bbox="655 875 826 1099">Date of complaint</th> <th data-bbox="826 875 994 1099">Action taken by the University</th> </tr> </thead> <tbody> <tr> <td data-bbox="296 1099 485 1160"></td> <td data-bbox="485 1099 655 1160"></td> <td data-bbox="655 1099 826 1160"></td> <td data-bbox="826 1099 994 1160"></td> </tr> </tbody> </table> <p>(Details to be provided in Appendix-XII)</p>	Name of the complainant	Complaint against	Date of complaint	Action taken by the University					<p>University has Constituted ICC as per UGC norms, but, no complaints received so far.</p>
Name of the complainant	Complaint against	Date of complaint	Action taken by the University							

5. Curriculum, Teaching Learning Process/Method, Examination/Evaluation System

<p>5.1</p>	<p>Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management)</p>	<p>Board of Studies recommend the curriculum for approval to the Academic council and is ratified by Board of Management. Composition of Board of Studies, Academic Council and Board of Management are as per the First Statue of the University. Board of Management- Section – S.5.B Academic Council - Section – S.5.C. Board of Studies- Section – S.7. Please refer Enclosure 3.-A for composition of the body</p>
<p>5.2</p>	<p>What are the Rules/regulations/procedure for revision of the curriculum and when was the curriculum last updated?</p>	<p>The Rules/regulations/ procedure for revision of the curriculum has been clearly spelt out in university Ordinance. Subject expert when feel need to change, they take it to the BoS which is conducted twice a year before the semester and further to Academic Council and then to BoM for approval. The updating of the curriculum for all the courses have been prepared and approved in Board of Management meeting held on 15 January 2018 in respect of First and second year courses and curriculum. The University has developed complete scheme of various courses. The development of curricula is under progress and in the active consideration of various Board of Studies.</p>
<p>5.3</p>	<p>Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been taken to start various courses? If yes, please enclose extracts of the minutes.</p>	<p>Yes, the courses are approved by BOS, Academic Council and Board of Management. As desired the minutes of the meeting of Board of Studies, Academic Council and Board of Management where in approval have been obtained of various bodies for starting of courses are collectively enclosed.</p>

		Please find the Minutes of meeting as enclosure 9
5.4	Furnish details of the following aspects of curriculum design: Innovation such as modular curricula Inter/multidisciplinary approach	<p>The curricula has been designed in line with industry needs in high growth sectors relevant to the state of M.P. All courses within the program are modular in nature with well-defined credit system. All degree programs are mapped to Job roles and the curricula ensures that students acquire competencies relevant to the said job roles. Both interdisciplinary and multi-disciplinary approach has been adopted in curricula design. Interdisciplinary courses are offered across all programs including soft-skills and foreign languages. The curriculum ensures that for each course there is a skill component in addition to theory, practical and tutorial.</p> <p>Care has been taken to instil values and develop good citizens for the nation through the inclusions of value education, humanities, constitution and environmental studies etc</p>
5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	University started its academic session in July 2016. Same will be conducted in due course of time.
5.6	Apart from classroom instruction, what are the other avenues of learning provided for the students? (Example: Projects, Internships, Field trainings, Seminars, etc.)	Being a Skill University, significant emphasis is given on imparting of practical / hands on knowledge. Accordingly specialised Workshops, Laboratories, Skill Centers etc. have been set up at the University campus in association with reputed companies in order to provide hands on experience to the students. Students have to undertake practical, field projects as part of evaluation and assessment.

		<p>University enters into MoU with the corporate / companies in order to facilitate students to undergo industry internships. University invites industry experts and renowned academicians in order to provide contemporary knowledge to its students.</p> <p>Students have to undertake site visits and prepare a report. Students also give presentations and undertake research on live as well as book case studies apart from classroom teaching. Students engage in Outcome based Exercises or assignments based on specific Module of a certain topic.</p> <p>In addition to this separate skill sessions are arranged for students to practice and inculcate the occupation based skills.</p>
5.7	Please provide details of the examination system (Whether examination based or practical based)	<p>The examination system comprises examinations as well practical / skills.</p> <p>Weightage of 70% is given to Skills component and 30% to theory component. Performance in each course/subject of study is evaluated based on;</p> <ul style="list-style-type: none"> i. Theory Assessment: 50% weightage for Continuous Assessment and 50% for End semester University examination. ii. Practical Assessment: 40% weightage for Continuous Assessment, 40% for End semester University practical examination. iii. Skill Assessment (Industry Assessment): 20% for Skill Assessment conducted by a panel comprising industry experts. <p>Student needs to score minimum 40% in each head of passing</p>
5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts	Please refer enclosure 3

	are invited for evaluation?							
5.9	Mention the number of malpractice cases reported during the last 3 years and how they are dealt with.	Please refer enclosure 3						
5.10	Does the University have a continuous internal evaluation system?	Yes, University has Continuous Assessment System.						
5.11	How are the question papers set to ensure the achievement of the course objectives?	Please refer enclosure 3						
5.12	State the policy of the University for the constitution of board of question paper setters, board of examiners and invigilators.	Please refer enclosure 3						
5.13	<p>How regular and time-bound are conduct of examinations and announcement of results? Substantiate with details of dates of examinations and announcement of results for the last 3 years.</p> <p>Details to be provided in the following format:-</p> <table border="1" data-bbox="331 1429 778 1680"> <thead> <tr> <th>Year</th> <th>Date of Exams</th> <th>Date of announcement of results</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Year	Date of Exams	Date of announcement of results				Please refer enclosure 3
Year	Date of Exams	Date of announcement of results						

D. Admission Process

6.1	<p>How are students selected for admission to various courses? Please provide faculty-wise information</p> <p>a. Through special entrance tests</p> <p>b. Through interviews</p> <p>c. Through their academic record</p> <p>d. Through combination of the above</p> <p>Please also provide details about the weightage give to the above</p>	<p>Faculty of Management (MBA, BBA)</p> <ul style="list-style-type: none"> Through entrance exam of the University, Group Discussion and Personal Interview. <p>Entrance Exam- 50%</p> <p>Group Discussion-25%</p> <p>Personal Interview-25%</p> <p>Faculty of Engineering (B.Tech)</p> <ul style="list-style-type: none"> Through entrance exam of the University. <p>Entrance Exam- 100 %</p>								
6.2	<p>Whether the University is admitting students from national level entrance test or state level entrance test? If yes, please provide following details:-</p> <table border="1" data-bbox="284 1019 933 1473"> <thead> <tr> <th data-bbox="284 1019 475 1473">Name of the National/state Level entrance exam</th> <th data-bbox="475 1019 646 1473">No. of students admitted</th> <th data-bbox="646 1019 817 1473">% of students from the total admitted</th> <th data-bbox="817 1019 933 1473">Remark</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name of the National/state Level entrance exam	No. of students admitted	% of students from the total admitted	Remark					<p>Yes, the University is admitting students from national level entrance test and state level entrance test</p> <p>Please refer enclosure 4</p>
Name of the National/state Level entrance exam	No. of students admitted	% of students from the total admitted	Remark							
6.3	<p>Whether admission procedure is available on the University website and in the prospectus</p>	<p>Yes</p>								
6.4	<p>Please provide details of the eligibility criteria for admission in all the courses</p>	<p>B.Tech</p> <ul style="list-style-type: none"> Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the following subjects namely Chemistry / Biotechnology / Biology / 								

		<p>Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.</p> <ul style="list-style-type: none"> • National level Entrance Exam conducted by University <p>BBA</p> <ul style="list-style-type: none"> • Passed XII (10+2) or equivalent course in any discipline from any recognized Board/Council/University with minimum 50% marks for general (open) category and 45% marks for students of reserved category. • National level Entrance Exam conducted by University • Group Discussion & Personal Interview conducted by University <p>MBA</p> <ul style="list-style-type: none"> • Passed Graduation or equivalent course in any discipline from any recognized University with minimum 50% marks for general (open) category and 45% marks for students of reserved category. • Symbiosis Applied Entrance Test (SAET) - Entrance Exam conducted by University
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				<ul style="list-style-type: none"> Group Discussion & Personal Interview conducted by University 							
6.5	<p>Whether University is providing any reservation/relaxation in admission? If yes, please provide details in the following format:-</p> <table border="1"> <thead> <tr> <th>Category</th> <th>No. of students admitted</th> <th>% of quota provided for reservation and preparation in respect of actual enrolment</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Category	No. of students admitted	% of quota provided for reservation and preparation in respect of actual enrolment	Remarks						<p>As per the MP Act No 23 of 2016. The Madhya Pradesh Niji Vishwavidhyalaya (Sthapna Avam Sanchalan) Sanshodhan Adhiniyam, 2016.</p>
Category	No. of students admitted	% of quota provided for reservation and preparation in respect of actual enrolment	Remarks								
6.6	<p>Whether any management quota is available for admission in the University? If yes, please provide details in the following format:-</p> <table border="1"> <thead> <tr> <th>Total No. of Seats (Course-Wise)</th> <th>No. of total students admitted</th> <th>No. of students Admitted under Management quota</th> <th>% of students Admitted under management quota</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Total No. of Seats (Course-Wise)	No. of total students admitted	No. of students Admitted under Management quota	% of students Admitted under management quota						<p>As per the MP Act No 23 of 2016. The Madhya Pradesh Niji Vishwavidhyalaya (Sthapna Avam Sanchalan) Sanshodhan Adhiniyam, 2016. Please refer enclosure 5</p>
Total No. of Seats (Course-Wise)	No. of total students admitted	No. of students Admitted under Management quota	% of students Admitted under management quota								
6.7	<p>What is the admission policy of the University with regard to NRI and overseas students?</p>		<p>As per the MP Act No 23 of 2016. The Madhya Pradesh Niji Vishwavidhyalaya (Sthapna Avam Sanchalan) Sanshodhan Adhiniyam, 2016.</p>								

E. Fee Structure

7.1	Present course wise fee structure of the University (Please provide head-wise details of total fee charged)	University Fees 2017-18- Academic Fees MBA: ₹ 5,00,000 per year BBA: ₹ 1,98,000 per year B.Tech: ₹ 2,09,000 per year
7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name, etc.)	No
7.3	Whether fee structure is available on the University website and in the prospectus?	Yes
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospectus or some hidden charges are there?	Yes, fee is charged by the University as per fee structure displayed in the University website and in the prospectus. There are no hidden charges.
7.5	Mode of Fee collection	Online Payment and Demand Draft
7.6	Whether University is providing any concession in fee to students? If yes, please provide details.	No, University is not providing any concession in fee to students.
7.7	Details of the Hostel Fee including mess charges	3 Seater non-AC Room : ₹ 1,50,000/- per year 2 Seater non-AC Room : ₹ 1,70,000/- per year 2 Seater AC Room : ₹ 2,00,000/- per year
7.8	Any other fee	Transport Charges: ₹ 25,000/- per year
7.9	Basis of Fee Structure	Fee is calculated according to cost per student based on components such as salary & other emoluments to teaching, non-teaching and administrative staff, cost of library books/e-journals, lab equipment, and administrative expenses such as advertisement, electricity, internet, education licenses, digital library, exam expenses, research/seminars, training, travelling/meeting, insurance, printing, stationery etc.

7.10	Whether the University has received any complaint with regard to fee charged or fee structure? If yes, please give details about the action taken.	No
7.11	Whether University is providing any scholarship to students? If yes, please provide details.	No

F. Faculty

8.1	Total no. of Sanctioned and filled up posts (Institution-wise and Department-wise)		<table border="1"> <thead> <tr> <th data-bbox="568 383 676 562"></th> <th colspan="2" data-bbox="676 383 919 562">Professor</th> <th colspan="2" data-bbox="919 383 1149 562">Associate Professor</th> <th colspan="2" data-bbox="1149 383 1398 562">Assistant Professor</th> </tr> <tr> <th data-bbox="568 562 676 741">Dept.</th> <th data-bbox="676 562 839 741">Sanctioned</th> <th data-bbox="839 562 919 741">Filled</th> <th data-bbox="919 562 1066 741">Sanctioned</th> <th data-bbox="1066 562 1149 741">Filled</th> <th data-bbox="1149 562 1289 741">Sanctioned</th> <th data-bbox="1289 562 1398 741">Filled</th> </tr> </thead> <tbody> <tr> <td data-bbox="568 741 676 797">SAME</td> <td data-bbox="676 741 839 797">1</td> <td data-bbox="839 741 919 797">02</td> <td data-bbox="919 741 1066 797">2</td> <td data-bbox="1066 741 1149 797">02</td> <td data-bbox="1149 741 1289 797">4</td> <td data-bbox="1289 741 1398 797">07</td> </tr> <tr> <td data-bbox="568 797 676 853">SCSIT</td> <td data-bbox="676 797 839 853">1</td> <td data-bbox="839 797 919 853">03</td> <td data-bbox="919 797 1066 853">3</td> <td data-bbox="1066 797 1149 853">01</td> <td data-bbox="1149 797 1289 853">8</td> <td data-bbox="1289 797 1398 853">08</td> </tr> <tr> <td data-bbox="568 853 676 909">SME</td> <td data-bbox="676 853 839 909">1</td> <td data-bbox="839 853 919 909">0</td> <td data-bbox="919 853 1066 909">1</td> <td data-bbox="1066 853 1149 909">01</td> <td data-bbox="1149 853 1289 909">1</td> <td data-bbox="1289 853 1398 909">01</td> </tr> <tr> <td data-bbox="568 909 676 965">SRM</td> <td data-bbox="676 909 839 965">1</td> <td data-bbox="839 909 919 965">02</td> <td data-bbox="919 909 1066 965">3</td> <td data-bbox="1066 909 1149 965">01</td> <td data-bbox="1149 909 1289 965">8</td> <td data-bbox="1289 909 1398 965">02</td> </tr> <tr> <td data-bbox="568 965 676 1021">SBFSI</td> <td data-bbox="676 965 839 1021">1</td> <td data-bbox="839 965 919 1021">02</td> <td data-bbox="919 965 1066 1021">4</td> <td data-bbox="1066 965 1149 1021">01</td> <td data-bbox="1149 965 1289 1021">10</td> <td data-bbox="1289 965 1398 1021">08</td> </tr> </tbody> </table>					Professor		Associate Professor		Assistant Professor		Dept.	Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled	SAME	1	02	2	02	4	07	SCSIT	1	03	3	01	8	08	SME	1	0	1	01	1	01	SRM	1	02	3	01	8	02	SBFSI	1	02	4	01	10	08
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8.2	Details of teaching staff in the following format (Please provided details – Institution-wise and Department-wise) Details to be provided in Appendix- III																																																						
Dept	Name of the Teacher	Designation	Age	Educational Qualifications (whether qualified as per UGC Regulations)	Teaching experience in years	Date of apt.	Whether full time or part time	Regular or adhoc	Scale of pay	No. of publications																																													

Please refer Appendix- III

8.3	Category-wise No. of Teaching Staff			
		Category	Female	Male
		SC	0	0
		ST	0	0
		OBC	0	4
		PH	0	0
		General	13	24
		Total	13	28

8.4 Details of the permanent and temporary faculty members in the following format

Particulars	Female	Male	Total
Total no. of permanent teachers	12	26	39
No. of teachers with Ph.D. as the highest qualification	10	21	31
No. of teachers with M.Phil as the highest qualification	0	0	0
No. of teachers with PG as the highest qualification	02	05	07
Total no. of temporary teachers	01	02	03
No. of teachers with Ph.D. as the highest qualification	0	0	0
No. of teachers with M.Phil as the highest qualification	0	0	0
No. of teachers with PG as the highest qualification	01	02	03

Total no. of part-time teachers	0	0	0
No. of teachers with Ph.D. as the highest qualification	0	0	0
No. of teachers with M.Phil as the highest qualification	0	0	0
No. of teachers with PG as the highest qualification	0	0	0
Total No. of visiting teachers	02	06	08

8.5	Ratio of full-time teachers to part-time / contract teachers	14:1
8.6	Process of recruitment of faculty -Whether advertised? (pl. attach copy of the ad) -Whether selection committee was constituted as per the UGC Regulation?	-Yes, through Advertisements -Yes, selection Committee. Please refer enclosure 6
8.7	Does the method to evaluate teachers on teaching, research and work satisfaction If yes, how is the self-appraisal of teachers analysed and used/ Whether: Self-Appraisal Evaluation Peer Review Students evaluation Students evaluation Others (specify)	Yes, University follows self-appraisal methods to evaluate teachers on teaching, research and work satisfaction along with various other methods.
8.8	Institution-wise and Department-wise teacher student ratio (only full time faculty)	<ul style="list-style-type: none"> • School of Automobile and Manufacturing Engineering -1:3 • School of Computer Science and Information Technology – 1:17 • School of Retail Management 1:23 • School of Banking Financial Services and Insurance Management – 1:22 • School of Mechatronics Engineering – 1:2

8.9	<p>Whether the University is providing UGC Pay Scales to the Permanent Faculty?</p> <p>If yes, please provide the following details:-</p> <p>Scale of Pay with all the allowances</p> <p>Professor –</p> <p>Associate Prof.-</p> <p>Assistant Prof. –</p> <p>Mode of Payment – (Cash/Cheque)</p>	<p>Professor – 37400-67000</p> <p>Associate Professor- 37400-67000</p> <p>Assistant Professor - 15600-39100</p> <p>Mode of Payment - (Bank Transfer and Cheque)</p>
8.10	<p>Pay /Remuneration provided to:-</p> <p>Part-Time Faculty –</p> <p>Temporary Faculty-</p> <p>Guest Faculty –</p>	<p>Part-Time Faculty – Nil</p> <p>Temporary Faculty- Nil</p> <p>Guest Faculty – As per Teaching Load assigned by School (Per Hour Basis) and Travel allowance separately.</p>
8.11	<p>Facilities for teaching staff</p> <p>(Please provide details about Residence, Rooms, Cubicals, Computers/Any other)</p>	<ul style="list-style-type: none"> • Regular Health Check-up and Medical Insurance • Teaching Staff are facilitated with cubical of minimum size- 10 feet by 10 feet. • Teaching Staff are facilitated with Laptop. • Provident Fund and Gratuity. • Research Grants • Leaves as per norms. • Workshops, seminars and Regular Training Sessions.

H. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	Yes, campus is spread over 25 Acre
9.2	Does the University have sufficient class rooms?	YES
9.3	Laboratories & Equipment (Details to be provided in Appendix-XIV and Appendix-XV)	Please refer appendix- XIV and XV
a)	Item Description (make and model)	
b)	Location (Department)	
c)	Value (Rs.)	
d)	Present Condition	
e)	Date of Purchase	
9.4	Library	
a)	Total Space (all Kinds)	
b)	Computer / Communication facilities	
c)	Total no. of Ref. Books (Each Department)	
d)	All Research Journals subscribed on a regular basis	
9.5	Sports Facilities (Details to be provided in Appendix-XVI)	Please refer appendix- XVI
a)	Open Play Ground(s) for outdoor sports	

	(Athletics, Football, Hockey, Cricket, etc.)	
b)	Track for Athletics	
c)	Basketball courts	
d)	Squash / Tennis Courts	
e)	Swimming Pool (Size)	
f)	Indoor Sports Facilities including Gymnasium	
g)	Any other	
9.6	Does the University has provision for Residential Accommodation including hostels (boys & girls separately)	Yes Separate Girls and Boys Hostel with 700 capacity each.

J. Financial Viability

10.1	<p>Details of the Corpus Fund created by the University</p> <p>(Documentary evidence to be given)</p>	<p>Amount – 5,00,00,000/-</p> <p>Details of FDR-</p> <table border="1" data-bbox="735 383 1458 1196"> <thead> <tr> <th>Sr. No.</th> <th>Amount (Rs.)</th> <th>FDR No.</th> <th>Date</th> <th>Period</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>90,00,000</td> <td>057424</td> <td>02.08.2013</td> <td>7 year 7 months</td> </tr> <tr> <td>2</td> <td>90,00,000</td> <td>057430</td> <td>05.08.2013</td> <td>7 year 7 months</td> </tr> <tr> <td>3</td> <td>90,00,000</td> <td>057434</td> <td>06.08.2013</td> <td>7 year 7 months</td> </tr> <tr> <td>4</td> <td>90,00,000</td> <td>057437</td> <td>07.08.2013</td> <td>7 year 7 months</td> </tr> <tr> <td>5</td> <td>90,00,000</td> <td>057441</td> <td>08.08.2013</td> <td>7 year 7 months</td> </tr> <tr> <td>6</td> <td>50,00,000</td> <td>057442</td> <td>10.08.2013</td> <td>7 year 7 months</td> </tr> <tr> <td></td> <td>5,00,00,000</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Copy of FDRs is attached as Enclosure 7</p>	Sr. No.	Amount (Rs.)	FDR No.	Date	Period	1	90,00,000	057424	02.08.2013	7 year 7 months	2	90,00,000	057430	05.08.2013	7 year 7 months	3	90,00,000	057434	06.08.2013	7 year 7 months	4	90,00,000	057437	07.08.2013	7 year 7 months	5	90,00,000	057441	08.08.2013	7 year 7 months	6	50,00,000	057442	10.08.2013	7 year 7 months		5,00,00,000			
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10.2	<p>Financial position of the University (please provide audited income and expenditure statement for the last 3 years)</p>	<p>As the University has started functioning from July 2016, audited financial statements are available only for FY 2016-17 (Balance Sheet attached as Enclosure 8)</p> <table border="1" data-bbox="715 1429 1430 1503"> <thead> <tr> <th>S.No.</th> <th>Year</th> <th>Income</th> <th>Expenditure</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2016-17</td> <td>₹ 5,11,92,129/-</td> <td>₹ 11,27,14,470/-</td> </tr> </tbody> </table>	S.No.	Year	Income	Expenditure	1	2016-17	₹ 5,11,92,129/-	₹ 11,27,14,470/-																																
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10.3	<p>Source of finance and quantum of funds available for running the University (for last audited year)</p> <p>Fees –</p> <p>Donations-</p> <p>Loan –</p> <p>Interest-</p> <p>Other Income:</p> <p> Bus Charges –</p> <p> Entrance Fee –</p> <p> Other Misc. Income –</p>	<p>FY 2016-17</p> <p>₹ 4,70,63,000/-</p> <p>NIL</p> <p>NIL</p> <p>₹ 4,54,086/-</p> <p>₹ 26,72,400/-</p> <p>₹ 4,80,001/-</p> <p>₹ 5,22,642/-</p>																																								

10.4	<p>What is the University's 'unit cost' of education? (Unit cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given</p>	<p>FY 2016-17 Total Expenses Incurred: ₹ 11,27,14,470/- No. of Students: 246 Unit Cost of Education: 4,58,189/-</p> <p>Total Expenses Incurred excluding Salary Cost: ₹ 9,28,67,639 No. of Students: 246 Unit Cost of Education excluding Salary Cost: ₹ 3,77,511</p>
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I. Governance System

11. Organization, Governance and Management

11.1	<p>Composition of the statutory bodies of the University (please give names, profession & full postal address of the members and date of constitutions):-</p> <p>Governing Board</p> <p>Executive Council</p> <p>Board of Management</p> <p>Academic Council</p> <p>Finance Committee</p> <p>Board of Studies</p> <p>Others</p> <p>(Details to be provided in Appendix-XVII)</p>		Please refer Appendix- XVII
11.2	<p>Dates of the meetings of the above bodies held during the last 2 years</p> <p>(Enclose attested copy of the minutes of the meetings)</p>		Please refer Enclosure 9
11.3	<p><i>What percentage of the members of the Boards of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such other Committees.</i></p>		Please refer 10
11.4	<p>Are there other strategies to review academic programmes besides the academic council? If yes, give details about what, when and how often are such reviews made?</p>		NO

J. Research Profile

<p>Faculty wise and Department wise information to be provided in respect of the following:-</p> <ul style="list-style-type: none"><input type="checkbox"/> Student Teacher Ratio<input type="checkbox"/> Class Rooms<input type="checkbox"/> Teaching labs<input type="checkbox"/> Research labs (Major Equipments)<input type="checkbox"/> Research Scholars (M.Tech, Ph.D., Post Doctoral Scholars)<input type="checkbox"/> Publications in last 3 years (Year-wise list)<input type="checkbox"/> No. of Books Published<input type="checkbox"/> Patents<input type="checkbox"/> Transfer of Technology<input type="checkbox"/> Inter-departmental Research (Inter-disciplinary)<input type="checkbox"/> Consultancy<input type="checkbox"/> Externally funded Research Projects<input type="checkbox"/> Educational Programmes Arranged	<p>As the University is a greenfield project and enacted in July 2016 the Research Activities are yet to be commenced.</p>	<p>Not Applicable</p>
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M. 14. Academic Results

14	ACADEMIC RESULTS			
14.1	Faculty wise and course-wise academic results of the past 3 years.			
2016-17				
	S.NO	COURSE	NO OF CANDIDATES APPEARED	RESULT (Pass %)
	1	B.Tech CSIT	93	93.54
	2	B.Tech AUTO	20	85
	3	BBA-BFSI	68	82.35
	4	BBA-RM	37	78.37
2017-18				
	S.NO	COURSE	NO OF CANDIDATES APPEARED	RESULT(Pass %)
	1	B.Tech CSIT	105	70.47
	2	B.Tech AUTO	11	45.45
	3	B.Tech MT	18	88.88
	4	BBA-BFSI	120	75.83
	5	BBA-RM	62	83.87
	6	MBA-BFSI	40	87.5

15. Accreditation

15.1	<p>Whether Accredited by NAAC? If yes please provide the following details:</p> <p>Date of Accreditation</p> <p>Period</p> <p>Grade</p> <p>CGPA</p> <p>Grading System Followed</p>	Not applicable as University established in July 2016.								
15.2	<p>Whether courses are accredited by NBA? If yes please provide course-wise details as under:-</p> <table border="1" data-bbox="308 1014 1046 1200"> <thead> <tr> <th data-bbox="308 1014 411 1200">S.No.</th> <th data-bbox="411 1014 643 1200">Course</th> <th data-bbox="643 1014 839 1200">Whether Accredited</th> <th data-bbox="839 1014 1046 1200">Period of Accreditation</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	S.No.	Course	Whether Accredited	Period of Accreditation					Not applicable as University established in July 2016.
S.No.	Course	Whether Accredited	Period of Accreditation							
15.3	Other Accreditations, if any	NO								
15.4	Any other information (including special achievements by the University which may be relevant for the University)	University started its operation from the Academic Year 2016.								

16. Strength and Weaknesses of the University

16.1	Strengths of the University	<ul style="list-style-type: none"> • The University is the first Skill University of India established to crystalize make-in-India mission of our Hon'ble Prime Minister. • The University offers skill-based courses at all levels & degree programs in high growth sectors of Automobile, Manufacturing, Construction, IT, Retail and BFSI. In this unique model of Skill Development, top industry leaders such as Reliance Capital, HDFC Bank, Future Group and Mahindra & Mahindra are also setting up their bases in the University Campus, to provide skill training to students. • Unique model of skill University providing vertical mobility and recognition of prior learning • Established by reputed sponsoring body having vast experience in the education sector. • Unique academic programs based on human resource requirement in high growth sectors relevant to state of Madhya Pradesh. • Highly qualified staff with rich experience of industry • State of the art Infrastructure, Modern laboratories and workshops equipped with latest equipment. • Specialised skill training equipment imported from Germany. • Industry experts to impart skill training to students • Focus on hands on training and experiential learning • Association with reputed corporates and industries which is beneficial for providing contemporary knowledge to students and placement of the students. • The University has set up Mock Bank, Finance Plaza and Retail Lab to provide practical training to the students. The University has labs like Lucas Nuelle from Germany.
16.2	Weaknesses of the University	<p>The focus of the programs offered by Symbiosis University of Applied Sciences, Indore is to create industry ready youth with desired technical and professional competencies. To achieve this objective, it is imperative to hire industry professional to impart knowledge and skills to our students. The University is unable to attract industry experts to work full time as the University is unable to employ them in teaching cadres.</p>

Certificate

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University [www. suas.ac.in](http://www.suas.ac.in).

Vice Chancellor

Symbiosis University of Applied Sciences, Indore

Signed and Sealed by the Head of the Institution