



SYMBIOSIS INSTITUTE OF TECHNOLOGY

Symbiosis International (Deemed University)
(Established under section 3 of the UGC Act, 1956)

UGC Re-accredited by NAAC with 'A' grade (3.58/4) | Awarded Category – I by

STUDENT HANDBOOK

2020-2021

An Essential A-Z Guide to your Institute



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About Symbiosis Society

Symbiosis is one of India's leading educational Institutions imparting quality education for over 40 years. Symbiosis is a family of 46 academic institutions spread across 9 campuses in and around Pune, Nashik, Bengaluru and Noida, and is host to over 40,000 students.

A 'Foreign Affair' that founded Symbiosis

The journey of a thousand miles begins with a single step. But, it is the first step that involves deliberation and much hesitation. The Symbiosis journey however began with a surge of enthusiasm spurred on by an incident that, in itself, makes a poignant tale.

"It was afternoon on a hot day; I was standing near a window of my house overlooking the first hostel block, of which I was a rector. A strange thing happened. A girl walked up to the window of the boys' hostel room, quickly handed over something and disappeared. My curiosity was aroused and I kept watching the girl walking up to the window day after day and suspected, like any other rector would, that an affair was afoot. So one day, I

made up my mind and walked up to the door and knocked. When the door opened, I saw a Mauritian student lying in bed. His face pale and his eyes sunken low. I was puzzled." "When I turned to the boy for an explanation, he said, 'Sir, I have an attack of jaundice & I'm feeling extremely weak. I cannot stand up, nor walk a few steps. A girl from my country brings me food. However, since ladies are not allowed to enter the boys' hostel, she hands over the tiffin box through the window.'

I was stunned. After all, it wasn't the type of 'affair' I had expected. I was very much pained

& decided something had to be done about this. **"That was the instance, the golden moment that Symbiosis was born."**

Symbiosis is a term in life science, meaning 'living together of two different organisms, for the benefit of each other'. Dr. Mujumdar, himself a professor of botany, thought this name apt for the institution.

Thus the institution was founded to alleviate the problems faced by foreign students coming to India. At the time, these problems included - accommodation, meals, medical care, guidance, coaching, information about the city, etc.

Symbiosis has come a long way since then and is now home to students from more than 75 different countries. These students are offered the best learning resources, industry exposure, a strong international students' alumni network, a global recognition, and above all, a truly enriching Indian experience.



From the President's Desk

My dear International Brothers & Sisters,
Welcome to India, Welcome to Pune,
Welcome to Symbiosis. You are in a
country where no one is a foreigner,
where all human races for ages, are living
together.

You are in a country where teacher,
mother and father are Gods, and do you
know? Where you, the guest, too, are
regarded as the God.

You are in a country where women are
worshipped and not merely loved, where
nothing shines like the shyness of a
woman.

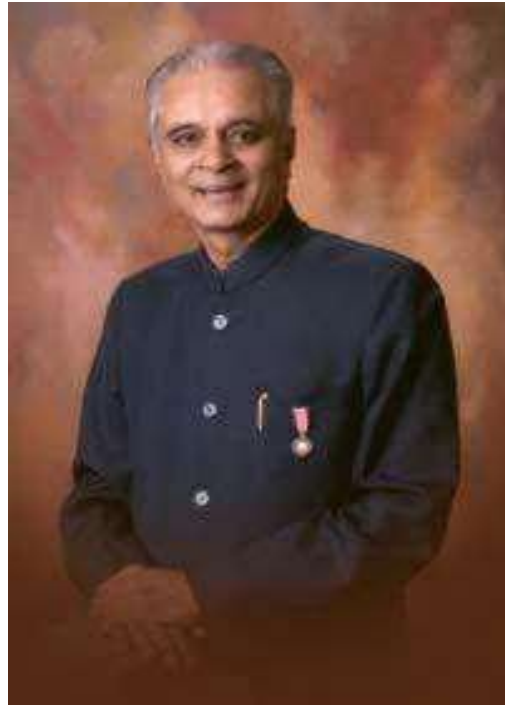
You are in a country where poverty &
nobility live together, where poor great
are more remembered than kings &
monarchs. Where sacred stones are
costlier and greater, than the costliest
diamonds.

You are in a country where right is might,
humility is not weakness, & where
knowledge is power.

You are in a country where saints have
noble past, but sinners have nobler
future.

Into this country, my international brothers
& sisters may your stay become happier,
and your mind nobler & broader.

Dr. S. B. Mujumdar



**Dr. S. B.
Mujumdar
Chancellor, Symbiosis
International (Deemed
University)
President & Founder Director,
Symbiosis**

Constituent Institutes/Colleges of SI(DU)

Faculty of Law

1. Symbiosis Law School, Pune (SLS - Pune)
2. Symbiosis Law School, Noida (SLS - Noida)
3. Symbiosis Law School, Hyderabad (SLS - Hyderabad)

Faculty of Management

1. Symbiosis Institute of Business Management, Pune (SIBM - Pune)
2. Symbiosis Institute of International Business (SIIB)
3. Symbiosis Centre for Management and Human Resource Development (SCMHRD)
4. Symbiosis Institute of Management Studies (SIMS)
5. Symbiosis Institute of Telecom Management (SITM)
6. Symbiosis Centre for Management Studies, Pune (SCMS - Pune)
7. Symbiosis Institute of Operations Management, Nashik (SIOM - Nashik)
8. Symbiosis Institute of Business Management, Bengaluru (SIBM - Bengaluru)
9. Symbiosis School of Banking and Finance (SSBF)
10. Symbiosis Centre for Management Studies, Noida (SCMS – Noida)
11. Symbiosis Institute of Business Management, Hyderabad (SIBM - Hyderabad)

Faculty of Computer Studies

1. Symbiosis Institute of Computer Studies and Research (SICSR)
2. Symbiosis Centre for Information Technology (SCIT)

Faculty of Health & Biomedical Sciences

1. Symbiosis Institute of Health Sciences (SIHS)
2. Symbiosis College of Nursing (SCON)
3. Symbiosis School of Biomedical Sciences (SSBS)
4. Symbiosis School of Sports Sciences (SSSS)

Faculty of Media, Communication & Design

1. Symbiosis Institute of Media and Communication, Pune (SIMC - Pune)
2. Symbiosis Institute of Design (SID)
3. Symbiosis School of Media and Communication, Bengaluru (SSMC - Bengaluru)
4. Symbiosis Centre for Media and Communication (SCMC)
5. Symbiosis School of Photography (SSP)

Faculty of Humanities and Social Sciences

1. English Language Teaching Institute of Symbiosis (ELTIS)
2. Symbiosis School of Economics (SSE)
3. Symbiosis School for Liberal Arts (SSLA)
4. Symbiosis School of International Studies (SSIS)
5. Symbiosis Teaching Learning Resource Centre (STLRC)
6. Symbiosis School of Culinary Arts (SSCA)

Faculty of Engineering

1. Symbiosis Institute of Technology (SIT)
2. Symbiosis Institute of Geoinformatics (SIG)

About SIT

Symbiosis Institute of Technology, a constituent of Symbiosis International University was established in the year, 2008 and currently offers B. Tech programmes in Civil Engineering, Computer Science and Engineering, Electronics & Telecommunication Engineering, Information Technology and Mechanical Engineering and M. Tech programmes in Computer Aided Design and Manufacture, Electronics and Telecommunication Engineering, Computer Science and Engineering. Research programmes leading to Ph. D. Degree were introduced in Faculty of Engineering of Symbiosis International University in 2010.

The Institute endeavours to provide quality technical education in line with the requirements of today's competitive industry and fast paced technological developments. The curriculum developed by the Institute lays a stress both on basics and latest developments. Realizing the fact that faculty is the most important resource, special efforts have been made to find, recruit and retain highly qualified and competent faculty. Infrastructure created and acquired by the Institute, like all other Symbiosis Institutes, is of a very high quality and includes multimedia classrooms, well equipped labs including software for CAD/CAM, simulations and other applications, well stocked modern library with digital media, auditorium, seminar halls, separate hostels for boys & girls and playgrounds.

The Institute provides an environment conducive for harnessing the potential of both faculty and students through systematic and effective planning and control of the teaching learning process, both within and outside the classroom. The basic teaching learning process is supplemented by organizing tech fests, cultural programmes, sports competitions, industry-institute meets, guest lectures by renowned personalities and student exchange programmes with foreign universities.

The Institute has international collaborations for student and faculty exchange with Nanyang Technological University Singapore, Ingolstadt University Germany, Purdue School of Engineering, IUPUI Indianapolis USA and Leibniz University Hannover.

In an effort to realize the dream of Dr. S. B. Mujumdar Sir, Chancellor of SIU and creator of Symbiosis, of producing Gentlemen Engineers, the students are trained in liberal arts, performing arts, industrial history, human values and ethics and are offered to qualify a special diploma from SIBM and courses from other Symbiosis Institutes. Our Engineering students can take up subjects on product design, patents and copyrights and many other areas closely related to engineering. Students at SIT come from all parts of the country. This diversity coupled with their excellent schooling and family background creates environment

best suited for peer learning. They are ever eager to supplement their normal learning with carrying out technical projects, participation in contests, organizing events and so on.

Vision

Promoting international understanding through quality education

Mission

To inculcate spirit of 'Vasudhaiva Kutumbakam' (the world is one family).

To contribute towards knowledge generation and dissemination

To promote ethical and value-based learning

To foster the spirit of national development

To inculcate cross cultural sensitization

To develop global competencies amongst students

To nurture creativity and encourage entrepreneurship

To enhance employability and contribute to human resource

development To promote health and wellness amongst students, staff and community

To instil sensitivity amongst the youth towards the community and environment to produce thought provoking leaders for the society

About the Director



Dr. Ketan Kotecha, PhD (IIT Bombay)

director@sitpune.edu.in

head@scaai.siu.edu.in

Professor, Computer Science & Engineering
Head, Symbiosis Centre for Applied Artificial Intelligence (SCAAI)
Dean, Faculty of Engineering, Symbiosis International (Deemed University)
Director, Symbiosis Institute of Technology
Chief Executive Officer (CEO), Symbiosis Centre for Entrepreneurship and Innovation
TEDx speaker 2015 | Author – Introduction to Critical Thinking (Macmillan)

Recipient of

- Erasmus + faculty mobility grants from European Union
- LEAP (Leadership for Academicians Programme) grant from MHRD Govt. of India in collaboration with IIT Kharagpur and University of Cambridge UK, November 2019-Jan 2020.
- DUO- INDIA Professor fellowship under Asia - Europe Meeting (ASEM-DUO) with Brunel University, UK, 2020
- Two Research grants worth INR 1.66 crores under Promotion of Academic and Research Collaboration (SPARC) scheme by MHRD, Govt of India, in collaboration with Arizona State University USA and University of Queensland, Australia.
- Invite and sponsorship from Embassy of the United States of America to participate in US-India Higher Education Collaboration Workshop to be held in Washington D.C on April 2020 for establishing international partnerships for research and academic collaborations with India and USA.

An advocate and practitioner of emotional intelligence in workplaces, Dr Ketan Kotecha is at the helm of the administrative, academic and entrepreneurship affairs of the Symbiosis International (Deemed University). His 25 years of extraordinary career saw him serving in the finest of the engineering colleges in various higher technical education leadership positions.

An avid researcher, he has various prestigious transnational projects under him. He is recipient of the projects worth INR 1.6 crores on AI for Credibility Analysis of Information and Explainable AI for Health care in collaboration with the Arizona State University, USA and the University of Queensland, Australia under Scheme for Promotion of Academic and Research Collaboration (SPARC) by MHRD, GoI respectively. He is also a team member for the nationwide initiative on "AI and deep learning Skill and Research named

Leadingindia.ai initiative sponsored by Royal Academy of Engineering, UK under Newton Bhabha Fund.

A researcher - teacher of Deep learning, his interest areas are Artificial Intelligence, Computer Algorithms, Machine Learning, Deep Learning Higher Order Thinking Skills, Critical Thinking and Ethics & Values.

His Research work can also be seen in

<https://scholar.google.co.in/citations?user=oNiE0gMAAAAJ&hl=en>

He has more than 100 papers published /presented at international conferences around the world, to his credit and 3 patents filed. He is Guide to doctoral students working on the various field of Computer Engineering and especially in Machine Learning for PhD/M. Tech Degrees. His insightful articles on varying topics are also published in news dailies; CSI magazine; AIU University newsletter etc.

He was keynote speaker for events (recent ones) such as ACMA Technology Summit 2019, Pune; international conference on “Flexible Learning Pathways: Asia-Europe Conference on Lifelong Learning and the 2030 Agenda for Sustainable Development”, Hanoi, Vietnam; Artificial Intelligence & Data Analytics in Decision Making" at the 14th FICCI Higher Education Summit 2018. He was also a member of FICCI higher education delegation to S Korea in May 2019. He has also delivered a talk on Research directions for Artificial intelligence at various forums including at IIT Bombay.

Dr Kotecha was founding Provost of Gujarat's largest private university- Parul University. He was Director – Academic Development and Research Cell, Nirma University, Ahmedabad, where he also served as the Dean and Director of the Institute of Technology, Nirma University.

He was Governing Council Member of the USA based Global Engineering Dean's Council – India Chapter and is also a member of National Advisory Council for Confederation of Indian Industry's (CII) Engineering and Management Curriculum Restructuring Task Force. He is the member of Governing Council of various universities and member of Academic Council at few Universities. He was a Member of the Technical Advisory Committee of BRTS, Ahmedabad and is also a member of Metro–Link Express for Gandhinagar.

Dr Kotecha is also an independent director of Gujarat Informatics nominated by Government of Gujarat.

A recipient of Erasmus + faculty mobility grants from European Union, Dr Kotecha was invited by Wroclaw University of Science and Technology and Poznan University of technology, Poland for delivering sessions on Machine learning. He was a visiting expert to University of Pretoria, S. Africa. He was also invited and visited various countries like USA, Canada, Singapore, Hong Kong, S. Africa, Spain, Poland, Germany, Cz Republic, Switzerland, Argentina, China, Vietnam, and South Korea.

Dr Kotecha is pioneer in Education Technology, believes in drastic curriculum reforms and innovative teaching-learning practices. He is also a voracious reader and is passionate about travelling and indulging in good food.

Online Articles:

1. What careers to choose after Geoinformatics?
2. 6 ways in which certification courses add an edge to your resume.
3. Certificate course in AI and Machine learning – The right way to add value to your resume.
4. How to prepare for JEE 2019 and other upcoming engineering entrance exams.
5. Life in an Engineering College.
6. Symbiosis Technology Institute teachers get Rs. 1.66 crore funding.

Newspaper Articles:

1. How to practice your Ikigai?
2. Principal speak: Dr .Ketan Kotecha opens up about plans for Symbiosis Institute of Technology.
3. Take the right decision after class XII
4. Article In The Hindu On 3D printers and digital twins.

Magazine Article:

digital-magazine.

Details of Institution

Name of Institution	Symbiosis Institute of Technology
Address and Map	Permanent Location as
	approved by AICTE Symbiosis
	Knowledge Village Project, Tal
	Mulshi, Village Lavale / Nande,
	Dist.Pune
	412115
Village /Taluka	Lavale / Mulshi
District /PIN code	Pune – 412115
State /UT	Maharashtra
Longitude & Latitude	18° 32' 4" N,73° 43' 53" E
Phone No. with STD	020-28116300
Office hours	9 AM to 5 PM (Monday to Saturday)
Academic hours at the Institution	9:30 AM to 4:30 PM (Monday to Saturday)
website	http://www.sitpune.edu.in

Details of Affiliating University:

Name of the affiliating University	Symbiosis International (Deemed University)
Address of the organization	Symbiosis Knowledge Village Project, Taluka Mulshi, Village Lavale / Nande, District Pune -412115
Website	http://www.siu.edu.in
Latest affiliation period	Permanent, SIU letter to UGC No. U-3/2009/2216 Dated, 19/08/2009
Chancellor	S. B. Muzumdar
Principal Director	Dr. (Mrs.) Vidya Yeravdekar
Vice Chancellor	Dr. Rajani Gupte
Registrar	Dr. M S Shejul

Departments at SIT

Symbiosis Institute of Technology has five departments, established with the aim of providing the students the necessary support in academics or otherwise, for excelling in their respective fields of interest.

Department of Applied Sciences

Department of Applied Science caters to the need of first year students by providing them guidance academically as well as personally when they first join the institute. Three weeks' orientation program helps the students to get familiar with the Institute as well as make them feel at home. Mentoring system is a link between Institute and parents which tries to solve the difficulties faced by the students in academics, administration etc. and helps them to settle themselves in the new environment. The department has 95 % faculty members having doctoral degree and a very rich research experience from Physics, Chemistry, Mathematics and English language. They use it in grooming the students using project based learning so as to bridge the gap between Institute and Industry. The faculty members of the department also head various crucial areas like internationalization, cultural activities and institute social responsibilities that help students to get first hand exposure and bring them on-board to become active participants in these areas along with other technical societies of their core branch. The syllabi of the subjects taught in first year are revised from time to time keeping in view the need of the topics, feedback from stakeholders and peer institutes. In the current year we introduced skill based courses like critical thinking, creative thinking, ethics and tinkering lab for the overall development of the students. Applied Science not only provide the foundation and support other engineering disciplines but also holds a visible share in the research activities of the Institute as well as University. The focused research areas are mathematical modelling of fluid flow and mass transfer, Material Science, Nanoscience, Waste water treatment and many more.

Department of Computer Science and Engineering

Name of Department	Computer Science & Information Technology																																		
HoD Name	Dr. Ambika Pawar																																		
About department	<p>Department of Computer Science and Engineering and Information Technology has state of art computing facility as high performance computing lab with NVidia GPU, Data Analytics lab, IOT research lab, Computer Centre with machines in high configuration and licensed software required for teaching and research.</p> <p>The department endeavours to impart quality education to students in the areas of computer science and engineering and information technology with exposure to industrial problems and application development through specialization programmes, student workshops, industry internships, Value-added courses and Projects. The programmes of the department include B. Tech. degree in Computer Science and Engineering with an intake of 180 and Information Technology with an intake of 60; and an M. Tech. Programme in Computer science and Engineering with an intake of 24. The department has very competent faculty certified and trained to teach advanced areas in computer science like cloud computing, software quality, cyber security, artificial intelligence and machine learning, block chain technology, Internet of Things and so on. The faculty is actively engaged in research and publications and has recognized projects to their credit in collaborations with industry, international universities and research labs of high repute. The students are actively engaged in application based projects as well as research projects with industry, R&D labs, research centres as well as international universities.</p>																																		
Number of Labs	10 Labs																																		
	<table border="1"> <thead> <tr> <th>Sr No</th> <th>Lab Name</th> <th>Lab Incharges</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Programming Lab1</td> <td>Indranil Jagtap</td> </tr> <tr> <td>2</td> <td>Programming Lab2</td> <td>Sudarshan Deshpande</td> </tr> <tr> <td>3</td> <td>Operating System Lab</td> <td>Rajendra Shinde</td> </tr> <tr> <td>4</td> <td>Computer Network Lab</td> <td>Keshawanand Alghare</td> </tr> <tr> <td>5</td> <td>Computer Center Lab</td> <td>Keshawanand Alghare</td> </tr> <tr> <td>6</td> <td>High Performance Computing Lab</td> <td>Shubhangi Deokar</td> </tr> <tr> <td>7</td> <td>Project Lab 1</td> <td>Sudarshan Deshpande</td> </tr> <tr> <td>8</td> <td>Project Lab 2</td> <td>Manisha Gawande</td> </tr> <tr> <td>9</td> <td>Data Analytics Lab</td> <td>Sudarshan Deshpande</td> </tr> <tr> <td>10</td> <td>Language Lab</td> <td>Madhav Wakle</td> </tr> </tbody> </table>		Sr No	Lab Name	Lab Incharges	1	Programming Lab1	Indranil Jagtap	2	Programming Lab2	Sudarshan Deshpande	3	Operating System Lab	Rajendra Shinde	4	Computer Network Lab	Keshawanand Alghare	5	Computer Center Lab	Keshawanand Alghare	6	High Performance Computing Lab	Shubhangi Deokar	7	Project Lab 1	Sudarshan Deshpande	8	Project Lab 2	Manisha Gawande	9	Data Analytics Lab	Sudarshan Deshpande	10	Language Lab	Madhav Wakle
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Specializations	<p>CS & IT Department offered specializations in:</p> <ol style="list-style-type: none"> 1. AI and Machine Learning 2. Computing 3. Data Science 4. Game Design & Development 5. Internet of Things 6. Security and Privacy
Tech Fest	<p>The fifth edition of TECHELA, an annual Tech fest organised by the CS-IT department was held on 12th and 13th of February 2020. The theme for this year was 'Anyone Can Code'. Around 300 participants from SIT and various other colleges were a part of the fest. The inaugural morning of the fifth edition of the annual technical fest of Symbiosis Institute of Technology, was presided by Retired Lieutenant Commodore Elston, who gave the students a speech on the importance of discipline in life and shared his experiences when he was part of the Indian Navy. Along with the efforts of students and faculties of the CS-IT Department, our sponsors also played an important role in making the fest a</p> <div data-bbox="387 1010 1203 1482" data-label="Image"> </div> <p>success. Our Sponsors included, IMS, WebbTechy, WeMillennials, McDonalds, Kapil's Salon and Academy, ProjectEve, Max Lite and Style.</p> <div data-bbox="437 1684 1291 2119" data-label="Image"> </div>



Department of Civil Engineering

Name of Department	Civil Engineering Department
HoD Name	Dr. Kanchan Khare
About department	<p>The Department of Civil Engineering offers B. Tech in Civil Engineering with an intake of 60.</p> <p>The department aims at imparting a high quality education and producing industry ready professionals in Civil Engineering. To realize this aim, the department has recruited highly qualified and experienced faculty and set up labs which have latest equipment for teaching, demonstration and research. To ensure the relevance and currency of curriculum, professionals from industry and distinguished professors from IITs and other renowned institutions are actively involved in curriculum development, guest lectures and project evaluations. The curriculum also includes multidisciplinary courses aimed at producing professionals with broader domain of knowledge.</p>
Number of Labs	<p>1) Concrete Technology Lab (Prof. Rushikesh Kulkarni Lab Incharge) 2) Transportation Engineering Lab (Prof. Humera Khanum Lab Incharge) 3) Geotechnical Engineering Lab (Prof. Vaishnavi Dabir Lab Incharge) 4) Environmental Engineering Lab (Prof. Mugdha Kshirsagar Lab Incharge) 5) Engineering Mechanics Lab (Prof. Vinay Jatti Lab Incharge) 6) Computer Centre (CL-1) Lab (Prof. Vinay Jatti Lab Incharge) 7) Surveying Lab (Prof. Sagar Kolekar Lab Incharge)</p>
Specializations	<p>1) Environmental Hydraulics, 2) Geo-Environmental Engineering, 3) GIS and Surveying Technology, 4) Infrastructure Engineering and Management, 5) Smart Cities and Urban Analytics, 6) Structural Engineering</p>
Tech Fest	<p>The Civil Engineering department conducts “Capomestro” which is a festival of technical events. It receives an overwhelming response Pan Maharashtra every year. Capomestro is an Italian word meaning master in building. Campomestro 2020 was organized with a sponsorship of 1.6 lakh rupees. Late Stephen Hawking once said "Humans must colonise another planet in 100 years or face extinction". Focusing on this thought, Capomestro 2020 had a theme of Evolution of construction from stone age to Mars colonisation. The motive of this event is to develop various skills of students in Co-Curricular activities and to expose them to the current trends in the technical and professional fields. Our flagship events are called - Contractor and Dimensions. We also add few tinier events which can catch the crowd. This year, we received more than 37 entries from PCCOE, PCP, Symbiosis Open and Skills University, G.S Moze COE, JSPM PSCOE, RMD Sinhgad, MIT Pune, SSOU Kiwale , D.Y Patil College, VIIT and SIT for Day 1 And Day 2 for our Flagship Event Dimensions and Constructo"</p>

Department of Electronics and Telecommunication Engineering

Name of Department	Electronics and Telecommunicating Engineering
HoD Name	Dr. Pritesh Shah
About department	The Department has over a strength of over 500 students enrolled in its Undergraduate, Post-Graduate and Ph.D. programmes. The faculty of the Department along with their JRFs are involved in research in areas such as communications, control systems, signal processing, image processing embedded systems , IOT, and several allied areas. The Institute has recently signed MOUs with companies such as Spark Minda and KPIT to collaborate both in the field of academics and research. Faculty of the Department are actively involved in R&D activities and have developed products and ideas which are in various stages of the patent process.
Number of Labs	<ol style="list-style-type: none"> 1. VLSI Lab: Dr. Priti Shahane 2. Embedded Systems Lab: 3. Digital Signal Processing Lab: Dr. Pritesh Shah 4. Instrumentation Lab: Mr. Pratap More 5. Communication Lab: Prof. Sanjeev Kumar 6. BEEE Lab: Prof. Sushma Parihar 7. Product Design Lab: Prof. Shripad Deshpande 8. Digital Electronics Lab (Microprocessor lab): Ms. Amruta Mane 9. Electronic Devices & Circuit Lab: Prof. Jayshree Pande 10. Electrical Machines Lab: Mr. Sandeep Borate 11. Printed Circuit Board (PCB) Lab: Ms. Yogita Patil 12. M. Tech Lab: Dr. Anurag Mahajan 13. Solar Photovoltaics Lab: Dr. Paresh Nasikkar
Specializations	Embedded Systems, Signal Processing, Mechatronics and Automation, Optoelectronics and Communication, Bioelectronics System, Sustainable Energy Devices and Systems.

Department of Mechanical Engineering

The Department of Mechanical Engineering aims to produce quality professionals in Mechanical Engineering to compete globally and excel by carrying out basic and applied research in emerging areas by forging strong industry-institute interaction. The Department offers undergraduate program leading to B. Tech. Mechanical Engineering and Masters programme in Computer Aided Design and Manufacture. The department also plans to specialize & synergize to offer programs in Mechatronics and automation, automobile engineering, welding Technology. Heat exchange design and advanced Manufacturing Technology.

OTHER DEPARTMENTS

Sr. .No	Name	Head	Contact details	
			Contact Number	Email
1	Cultural Activities	Prof. Viashnavi Dabir	2028116427	culturalactivities@sitpune.edu.in
2	Technical Activities	Prof. Ismail Akbani	2028116437	
3	International Cell	Dr. Meena Lad	2028116471	internationalcell@sitpune.edu.in
4	Training and placements	Prof. Nilisha Itankar	02028116442/43	placements@sitpune.edu.in
5	Examination Department	Dr. Dipika Jaspal	2028116439	examcoordinator@sitpune.edu.in
6	Alumni Relations	Prof. Sanjeev Kumar	–	alumni@sitpune.edu.in
7	Entrepreneurship Promotion & Innovation Cell	Prof. Ismail Akbani	2028116437	epic@sitpune.edu.in
8	Library	Mr. Virendra T. Mahadik	2028116422	librarian@sitpune.edu.in

Academics

Academic Calendar July -2020 to May 2021

<https://www.sitpune.edu.in/academic-calender>

Examination Grading System

The CGPA system of 9 grades will be applicable for the batches admitted 2015 onwards. The grade points corresponding to nine grades will be as follows:

Letter Grade	Proportion	Grade Point
O (Outstanding)	Top 3%	10
A+ (Excellent)	12%	9
A (Very Good)	21%	8
B+ (Good)	28%	7
B (Above Average)	21%	6
C (Average)	12%	5
P (Pass)	Bottom 3%	4
F (Fail)		0
AB (Absent)		0

- Passing in a course means securing 40% of absolute marks in each of the heads.
- The grading of students will be done based on the relative performance of the students compared to the class. For small batches (below 15 students), the same 9 grades CGPA system is to be adopted with the provision that Faculty teaching the course may deviate from the proportion count with adequate justification.
- In case of change in marks due to re-evaluation, the scores obtained by the student will be fitted as per original range of marks of the grades.
- The End Semester Examination will be conducted by Symbiosis International (Deemed University).

ATKT:

A student will attend classes of all the years with his/her batch.

However:

1. He/she cannot appear for end Semester – 5 exams if he/she has CGPA less than 4.000 up to Semester – 2 irrespective of number of backlogs in semester I.

2. He/she cannot appear for end Semester – 6 exams if he/she has CGPA less than 4.000 upto Semester – 3 irrespective of number of backlogs up to semester II.
3. He/she cannot appear for end Semester – 7 exams if he/she has CGPA less than 4.000 upto Semester – 4 irrespective of number of backlogs up to semester III.
4. He/she cannot appear for end Semester – 8 exams if he/she has CGPA less than 4.000 upto Semester – 5 irrespective of number of backlogs up to semester IV.

Validity of Terms for programmes

Post Graduate Degree Programmes

The students admitted to all post graduate programmes of the University, will be allowed to keep terms for a period of one year from the date of admission beyond the normal period of the programme, i.e. the students joining two years programme must complete the programme in three years from the date of admission.

Under Graduate Degree Programme

The students admitted to all the undergraduate programmes of the University will be allowed to keep terms for a period of two years from the date of admission beyond the normal period of the programme. i. e. the students joining the three years programme must complete the programme in five years from the date of admission

Attendance Requirement

Minimum 75% attendance in aggregate is mandatory for all the students of the University to be eligible to appear for the external examination of all courses of the term. If the aggregate attendance is below 75% then the student will not be granted permission to appear for the examination of the concerned course/s where the attendance is below 75%.

All those students who are granted CNG/TNG will be appearing in the examinations in next session as backlog. The candidate will not pay backlog examination fees, as fees are already collected.

Students are advised to take the minimum attendance criteria very seriously to avoid the severe consequences.

Internal & External Assessment

Performance of students at Symbiosis Institute of Technology is assessed through a two tier system. Students are graded internally throughout the semester based on their performance in Class Tests, Unit Tests, Quizzes, Home Assignments and other measures throughout the duration of the semester.

External assessment is done solely on the basis of the student's performance in the end of semester examination. External examinations are conducted under the supervision of an external examiner, with no tolerance to any form of indiscipline or unfair means.

In addition, Practical Assessment is also done for certain subjects which involves performance of practical experiments in the laboratory as well as performance in Viva and Practical Exam.

For more details regarding examination rules of SIU, please see below link.

<https://www.examination.siu.edu.in/examination/pdf/SIU-EXAM-RULE-BOOK-extract.pdf>

Student Code of Conduct

<https://siu.edu.in/pdf/resources/code-of-conduct.pdf>

Anti-Ragging Measures

Anti-Ragging Committee

The following Anti-Ragging Committee has been constituted at Symbiosis Institute of Technology, Lavale as per UGC Regulations F, 1-16/2007(CPP-II) dated June 17, 2009;

The Anti Ragging Committee of Symbiosis Institute of Technology that has been **constituted for the Academic Year 2020-21 is as under:**

The Anti Ragging Committee of Symbiosis Institute of Technology has been constituted for the Academic Year 2020-2021 as under:

Dr. Arundhati Warke	Professor	Member
Dr. Nitin Khedkar	Associate Professor	Member
Dr. Nitin Solke	Assistant Professor	Member
Dr Ambika Pawar	Associate Professor	Member
Dr. Priti Shahane	Assistant Professor	Member
Mr. Robert Rodrigues	Administrative Officer	Member Secretary
Mr. Balkrishna Padir	Parent	Member
ooja Singh	78230 63339	Student
Shantanu Mandal	88608 00863	Student
Aman Agrawal	18070123010	Student
Hamshita Kancharalapalli	18070123047	Student
Ria Singh	18070124056	Student
Samarth Srivastava	18070124070	Student
Ayush Saini	19070122042	Student
Charu Tiwari	19070122045	Student

Anti-Ragging Squad

During the first month of the semester for the new incoming batch, the institute organises an anti- ragging squad comprising of faculty and staff of the institute. This squad visits the girls and boys hostel regularly to prevent ragging.

Anti-Ragging Affidavit

In pursuance to the Judgement of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. 887/2009, the University Grants Commission has framed "UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009" which have been notified on 4th July, 2009 in the Gazette of India. These regulations are mandatory for all Universities/Institutions. The UGC has made it mandatory for all students/parents to submit anti ragging related affidavits to the institutions at the time of admission. These affidavits can be downloaded from the website of UGC and or related other websites and are reproduced below.

Other Measures

The institute endeavours to prevent ragging by creating awareness among the students through posters, discussions, providing information on the institute website web site and by displaying notices on all notice boards of the institute and hostels.

Other committees

Sr. No	Committees and Clubs	Member
1	MESA	Mr. Aniket Nargundkar
2	Society Of Automotive Engineering-Student Chapter	Prof. Sarfaraz Shaikh
3	IEEE Student Chapter (This club is not running from)	Dr. Rahee Walimbe Prof. Parag Narkhede
4	Civil Engineering Students' Society (CESS)	Dr. Sayali Sandbhor
5	Computer Society Of India(CSI)	Ms. Prachi Kadam Dr. Sharnil Pandya
6	Entrepreneurship Promotion And Innovation Cell [EPIC]	Prof. Ismail Akbani
7	Literary Society	Dr. Neha Divekar
8	Cultural and Fine Arts Society Music Dance &Drama Fine Arts Drama	Dr. Dipika Jaspal Prof. Shruti Patil Dr. Neeru Bhagat
9	Photograph	Ms. Shilpa Malge Dr. Neeru Bhagat
10	V@SIT Care Club –Social Activities	Dr. Neeru Bhagat
11	Google Club	Ms. Prachi Kadam Dr. Sharnil Pandya
12	Ted Club	Dr. Neha Divekar

Medical Facilities

Symbiosis Institute of Technology takes utmost care of students and their health. The state of the art medical facilities coupled with a comprehensive insurance scheme ensure the safety and wellbeing of all students, whether they are on or off campus.

Emergency Contact

The contact for number in case of an emergency for SIT is **9552525652**.

Email Id: - mo.sit@schcpune.org

The number is to be used only in case of an emergency. Call for any other issues made on this number will be termed as indiscipline.

Insurance

Every student at SIT is medically insured, and should follow the following steps in case of a medical emergency:

- Inform the SCHC doctor at your respective campus before hospitalization or immediately after hospitalization.
- Inform the college authorities accordingly.
- At the time of admission in hospital, inform the hospital authorities about your insurance and show the insurance card accordingly to them. For this purpose, you need to carry your insurance card with you at all times.
- All the staff and students are requested to report to the SCHC at your campus after discharge from the hospital along with the discharge documents.
- If the claim to an individual is denied, he/she will have to pay the hospital bill.
- In case of reimbursements, all the required documents (original and 2 sets of photocopies) along with the duly filled claim form are to be submitted within 1 month at your campus SCHC.

In case of any queries regarding this, contact the SCHC Doctor at your campus. In case of queries regarding pending insurance claims, contact Dr. Girish Bajaj : 9552525015

Guidelines for Medical Leave

- The student should report about the sickness to the Institute on telephone, mail or message.
- A leave application on medical grounds should be attested by the “on duty medical officer of Symbiosis Centre of Health Care.
- For leave up to 3 days, if the person takes treatment from a private doctor, then he/she has to submit the leave certificate to the Institute on the day of re-joining the college. The office of the institute will at the discretion of the Head may accept it or require the student to have authenticated from SCHC.
- For out station students: In case the student is admitted to a hospital or has fallen sick during a visit home or is so incapacitated, it is obligatory for him/her to send a certificate by the doctor treating his / her medical condition by fax directed to the Medical Officer, Symbiosis Centre for Health Care (Tele. Fax (020) – 25678680 Ext. 201) the possibility of medical leave extending beyond 3 days. No backdated medical leave will be granted to the student on any ground what so ever.

Health Check Up

The annual health check-up is a mandatory procedure for all students of Symbiosis Institute of Technology. Every student is advised to undergo the medical check-up without fail to ensure the continuity of the Insurance cover, and more importantly for their own welfare.

Bus Facilities

Hostel Students can avail the dedicated bus service for students to visit the main Symbiosis Campus at Senapati Bapat Road and nearby areas for various purposes. In addition, bus services are available for students to the hilltop campus at Symbiosis Knowledge Village every morning and evening for recreational purposes.

Bus Timings

Two 50-seater buses ply between the Senapati Bapat Road Campus and SIT campus. can be made.

Monday to Friday	
SIT to S. B. Road	S. B. Road to SIT
05.00 PM	09.00 PM
06.00 PM	09.10 PM
Saturday	
SIT to S. B. Road	S. B. Road to SIT
02.00 PM	04.00 PM
05.00 PM	09.00 PM
06.00 PM	09.10 PM
Sunday & Closed Holiday	
09.00 AM	11.00 AM
11.00 AM	01.00 PM
02.00 PM	04.00 PM
05.00 PM	09.00 PM
06.00 PM	09.10 PM

Contact Number

For any queries regarding transportation, contact Mr. Neelkant Shedole at 9049019756.

Hostel Accommodation

Hostel Rules and Regulations

A Student pursuing his / her studies at Symbiosis International (Deemed University), may reside in Hostel, owned and maintained by University during the studentship of the academic program. The University may provide hostel at its campuses. The information regarding hostels is being provided on the University website as well as in the prospectus. The rules and regulations are framed to ensure that the hostel property is protected; student staying in the hostel is comfortable in a conducive environment for healthy living and discipline is maintained amongst the inmates. As per the University's notification no. SIU/28/293 dated 19/5/2010, clause DMC 20, the students are required to abide by these Rules and Regulations.

1. Admission and Termination

1.1 Admission

Admission to a Hostel is provisional and will be confirmed only after approval from the Campus Administrator and is also subject to satisfactory medical examination and payment of fee as given below:

- **Medical Examination:** The Medical examination is conducted by Symbiosis Centre of Health Care (SCHC). The Student is required to disclose all past medical history. Any nondisclosure of past medical history is at the risk of the student.
- **Hostel Fee:** The student shall pay Hostel fee for one year as onetime payment, along with interest free refundable deposit in advance at the time of admission. The term for the hostel fee is one academic year as per the academic calendar of the respective programme of the concerned Institute. The fee shall be paid by Demand Draft /Electronic Transfer.

1.2 Mandatory Accommodation

For all residential campuses, hostel accommodation is mandatory. The hostel is treated as an extension of the institute and observance of rules and regulations of the Hostel is compulsory for all the students.

1.3 Room Allotment/Shifting

Room allotment is done by the Campus Administrator in consultation with the Director of the respective Institute. Each room can accommodate a maximum of 4 students. Students shall not interchange their room with another student or shift into vacant room/ bed without prior written permission from the Campus Administrator. The Campus Administrator has the right to shift any student from his/her room to another room in the hostel.

1.4 No Creation of Tenancy

No right in nature of tenancy or any other like right is created by occupation or use of hostel premises and property. A student is merely permitted to temporarily stay in the hostel, under the rules and regulations framed by the University, from time to time.

1.5 Local Guardian

The student will register details of local guardian duly authenticated by parents. A copy of hostel rules will be signed by the local guardian. Student not having local guardian will be required to get a fax/e-mail from guardian / parent for night outs.

1.6 Safety & Personal Belongings

The hostel warden shall provide keys of the allotted room to the respective student. The Student is personally responsible for the safety of their all valuables and these should be

kept in the cupboard under lock and key. The Student should not leave mobile, ornaments and other valuables unguarded. The student will not change lock and key without permission of the Campus Administrator and are advised to get duplicate keys made with the permission of Campus Administrator to guard against loss of keys.

1.7 Furniture & Fixture

The student shall not bring any extra furniture or other fixture in the room. All furniture and fixture in the rooms allotted to the student must be cared for properly. The student will be required to pay double the original cost if any item is found damaged or missing from their room due to careless/negligent handling. The student will also be required to pay twice the charges of the repair of an item that is found to have been willfully damaged or have been damaged on account of misuse or unfair wear and tear.

- Interchange of Furniture/Fixture: Student is prohibited from interchanging any furniture/fixture from one point/location in the hostel to another. Besides a penal recovery as imposed by the Campus Administrator, students involved in such activities may be expelled from the hostel.
- B. Assets in Common Areas/Corridors: Theft/damage to hostel assets in common areas/corridors will be recovered from all students of the flank/wing involved. In case of theft/damage to items that pertain to usage by the complete hostel, the recoveries will be made from all the occupants of the hostel.

1.9 Electricity Restrictions

Electric appliances shall not be permitted in the room, defiance of which shall enable the Rector /Campus Administrator to confiscate the gadget forthwith. The lights in the bathroom should be used only as and when necessary and shall be switched off when the bathroom is not in use. While leaving the room, students should take care to switch off the lights and fans without fail. In case of default on this account, a reasonable fine per default occasion will be imposed by the Campus Administrator. Table lamps can be used for study purpose after lights out time.

1.10 Water Timings

Water timings have been laid down and the same are always displayed on the hostel notice board. The student should not leave taps open when the taps are dry, as it will result in subsequent loss of water and further aggravate the water problem.

1.11 Room Checking

The Campus Administrator / Hostel Wardens / or any other Officials of the University along with Security Guards may at their discretion inspect/check any room or student's belongings in the presence of the students living there at any time of the day or night.

1.12 Vehicles

The student who has two-wheelers shall get due sanction from the Campus Administrator by submitting a copy of registration papers and driving license. Vehicles with Symbiosis sticker only will be permitted inside the campus. Four wheelers of the students are neither allowed inside the Hostel / Campus nor allowed to be parked outside along the perimeter.

1.13 Notice Period

A boarder is expected to stay in the hostel until the completion of the academic year. In exceptional circumstances, other than disciplinary cases, one-month notice is necessary in

case a student desires to vacate the hostel. The balance of hostel fee and mess charges will be refunded after 10 days of vacating the room and on clearance of all dues. A student shall have to vacate the hostel within five days of completion of her/his examination or any such academic

requirement, whichever is later. Any extra day will be charged as per norms and for such extra days, prior written permission from the Campus Administrator is required. In case a student does not vacate her/his room, the belongings will be removed from the room and room will be locked by the Campus Administrator in the presence of a senior officer with no responsibility of the Management for the loss, if any.

1.14 Expulsion from Hostel

The University/ Institute/ Campus Administrator reserves the right to terminate the temporary occupancy of the student for any wilful disobedience or defiance of

authority, non-observance of hostel rules, causing damage to person or property or indulging in anti-social, anti-national or undesirable activities. In such cases, the

deposit shall be forfeited and hostel fee will NOT be refunded. Students recommended for expulsion from the respective institutes, will also be expelled from the hostel and hostel fee will not be refunded.

1.15 Storage of Baggage during Vacation

During the vacation, belongings should be kept in the cupboard under lock. However, students may avail a common storage facility for limited quantity (2 cartons). One month before the vacation period starts, an application endorsed by the Director of the institute to the campus administrator must be submitted informing the warden about

the student's official vacation period. On completion of the final year of the program or when a student desires to vacate hostel accommodation at the end of an academic year, he/she should take all his/her belongings with him/her.

Attendance, Hostel Timings, Leave and

Visitors 2.1 Attendance Register

Attendance is taken by the warden between 10:00 pm and 10.30 pm every night. Each boarder has to personally sign the attendance register / biometric attendance record every day between 10.00 pm to 10.30 pm (and 11.30 pm on Sundays/Holidays). After such prescribed time, the student is not allowed to go out of the hostel. Going out of the hostel will lead to disciplinary action.

2.2 Returning to Hostel

The student shall return to the hostel before 10:30 pm (11:30 pm on Saturday/Sunday/Holidays) after which gates will be closed. The gates will reopen at 6.00 a.m. the next day. Latecomers will have to make an entry in the register kept at the gate, which will be informed to his / her Institute, parents and local guardians. Three late coming

entries will lead to cancellation of permission to stay in hostel and fee will not be refunded. The same shall be informed to his/her parents, local guardian.

2.3 Outside Competitions

The student is permitted to go outstation for participating in various competitions only after submitting proof and application along with parent's consent to the Rector

and getting the permission of the Rector. The student will intimate the Warden and make an entry in the Outstation Register kept with the Warden.

2.4 Medical Emergency

It is mandatory for all students to take medical insurance and health club membership from SCHC. SCHC provides First Aid to the students. Any student, who is not well, will immediately report to SCHC to avail treatment in nature of FIRST AID given by SCHC. In case of a medical emergency, the student will be shifted/referred to the hospital. In the case of hospitalization, minimum 24 hours stay in the hospital is essential for claiming reimbursement of expenses from a medical insurance agency, provided other conditions and details of Medi-claim policy supplied by SCHC are fulfilled. Emergency Medical Help Line numbers are displayed in all the Hostels / Mess. Please inform the Rector about any previous medical history/drug and your blood group. This would be required when emergency aid has to be administered by specialized institutions.

2.5 Night Out

Night out shall be permitted by the Campus Administrator only under the following conditions and circumstances:

When permitted in writing by the Director of Institute for academic reasons.

On holidays with written consent from parents/local guardian.

Once night out permission is accorded; the student will be permitted to report only after 6.00 am in the morning. However, in case of medical emergency student can contact the warden directly.

In the case where the student has permission for more than one night out, the student shall not be allowed in the hostel during the period mentioned even during the day timing.

2.6 Identity Card

The student will always carry their Identity cards provided to them by the Institute with them when moving out of the Campus so that in case of an emergency/accident the institute can be contacted and informed. It is also necessary for treatment in an impanelled hospital under Medical Insurance Scheme. The student should co-operate with security personnel for verification and checking of Identity Card. The name of the student's not carrying, Identity card with him/her will be reported to the Campus Administrator for action.

Visitors/Parents

Visitors/parents are allowed to visit a student only in the visitor's lobby on the service floor between 9.00 am to 11.00 am and 6.00 pm to 8.00 pm on working days and between 11.00 am to 5.00 pm on Sundays and public holidays. No student shall keep talking with visitors in the compound, either in or outside the gate/lane.

No student shall take any visitor including her/his parents to the room. Personal servants/domestic helpers are not allowed inside the rooms. The parents should give the undertaking to cooperate with the authority and should be available on call.

3 Mess and Dining Facility

3.1 Mess

The student shall pay mess fee for one year in advance at the time of admission to the hostel. If a student is sick, written application by the student endorsed by the Rector and medical certificate by SCHC should be given to the supervisor for serving food in the room.

3.2 Mess Committee

A Mess Committee comprising of Directors, Warden, Campus Administrator, Faculty and students of various Institutes of campus will be constituted. The mess committee will decide the menu, check food quality from time to time, maintain a record of such inspections and give feedback for improvement of food quality and other aspects of mess and dining.

3.3 Wastage of Food

Only members of the mess are permitted to dine in the mess. Outside food / dabbas are strictly forbidden in the Mess. Members are expected to inform their absence/dining out or a night out to the Mess Supervisor well in advance, to avoid wastage of food.

3.4 Guests

Guests are allowed in mess only with the prior permission of the Campus Administrator and on payment of charges applicable.

3.5 Mess Timings

Breakfast	7.30 am to 10.00 am
Lunch	12.30 am to 2.00 pm
Dinner	7.30 pm to 10.00 pm (Up to 10.30 pm on Saturday and Sundays)

These timings shall be strictly adhered to by all hostellers.

4 General

4.1 Dress Code

The students should be decently dressed when they are out of room. For girls, tight body hugging clothes, short tops, revealing clothes etc. are forbidden outside the room.

4.2 Silence

Strict silence shall be observed in hostel from 12.00 midnight to 6.00 am. Care shall be taken at all times to ensure that music/loud talking is NOT audible outside the room. Any manner of

festivities and noise making/celebrations, which may cause disturbance to other inmates in the hostel premises, will not be allowed. Recreational facilities will be turned off at 10.30 pm

4.3 Cleanliness

The student shall keep their rooms and surrounding areas tidy, neat and clean at all times and shall not throw anything including trash, in such places or any premises in the hostel, except in the dustbin or the place specifically provided for the said purpose. No wet clothes should be dried on the furniture or in corridors/balconies. The warden may confiscate any such clothes hung for drying in the balconies. No student shall store any cooked food in the room.

4.4 Registration of Personal computers, use of licensed antivirus software and compliance to internet policy

It is mandatory for all inmates to register their laptops/PCs and install licensed antivirus software. The student shall to abide by the Internet Usage Policy of Symbiosis International (Deemed University)

4.5 Hostel Staff

The student shall treat the staff and housekeeping staff of the Hostel with due courtesy at all times. Service of the housekeeping staff shall NOT be utilized for private or personal work. No tips in cash or kind should be given to the staff of the Hostel.

5 Strictly Prohibited Activities

5.1 Ragging

Ragging in any form whatsoever is strictly BANNED. It is a cognizable offense and violation will invite action as per law of the land, in addition to expulsion from the institute. Being a silent spectator and not reporting/stopping others indulging in ragging is also an offense and will invite similar disciplinary action. Accepting/undergoing ragging and not reporting this is also an offense. Students should report any such incident immediately to any member of the Anti- Ragging Committee / Warden / Campus Administrator / Security Personnel / Deputy Director/ Director directly at any time of the day/night.

5.1 Alcohol / Drugs / Smoking

The student shall not bring, store, possess, consume and/or drink any alcohol / intoxicating drink, drug or substance of any kind what so ever and/or smoke in the room and/or any part of premises. The same shall apply to visitors also. An occurrence of such behaviour shall invite strict disciplinary action leading to expulsion from Hostel, rustication from the Institute and action as per law of land.

5.3 Gambling

No gambling of any kind whatsoever shall be allowed on the premises of the hostel. Any violation of this Rule violation will invite action as per law of the land, in addition to expulsion from the institute.

5.4 Misuse of Internet and Online Social Media

Any act of uploading derogatory remarks or image ridiculing a person in eyes of others against the Institute or any other person or organization will invite disciplinary action. The student should strictly refrain from indulging in any act of violating the code of internet use

5.5 Political or Communal Activity

The student shall not indulge in any political or communal activity which is detrimental to the law and order and/or against the Government. Students shall not carry on any propaganda or publicity of any nature whatsoever in respect of any political or communal matters.

5.6 Information to Media

The student shall take the prior written permission of the Warden /Campus Administrator before giving any information or interview regarding Hostel to any member of the Press, Print Media, Radio, Television or any other media or before making any speech containing any information regarding the Hostel.

5.7 Firearms

Any type of storage or possession of firearm, ammunition, explosive and inflammable goods on the premises of the hostel is strictly prohibited. Violation of the rule will lead to expulsion from hostel and institute.

5.8 Pets

The student shall not bring and/or keep any pets in the premises including fish, cats, dogs, and so on. The student should desist from pampering stray dogs by offering food, petting them etc.

6 Violation of Hostel Rules

6.1 Disciplinary action

In addition to penalties, punishment and fine provided in these Rules, Disciplinary action as per the University Code of Conduct shall be taken against student violating these Hostel Rules and Regulations.

6.2 Recovery of Damage/Losses to Property

If any common property is lost/damaged/disfigured, the loss will be recovered from the students, in equal share, who are responsible for the damage or loss or in general use of that property. In case the damage/loss cannot be pinpointed to student(s), then collective fine to recover the loss will be levied by the Campus Administrator.

7 Suggestion Box/Register

Suggestions and complaints should be either deposited in the Suggestion Box or entered in the Suggestion Register kept in the hostel premises. Suggestion form will also be available in the hostel.

Contact Numbers

Col BRG Patil (Campus Administrator)	Office:	020-39116357
	Residence:	020-39116350
	Cell:	8605961339
	Fax No.:	020-39116340
Mail Id: campusadmin.lhbc@symbiosis.ac.in		
Mrs. Mangala Marathe	Ladies Hostel	020-39116355
	Cell -	9527131954,

Mr. Neelkant Shedole:

020-39116421/9049 019756

Extra-Curricular Activities

Symbiosis Institute of Technology (SIT) focuses on the overall development of the students. Extracurricular activities play a pivotal role in achieving this. Keeping this in consideration several co-curricular activities are organized for all students. In addition to these the institute also organizes an annual cultural fest “Reverb”, which is generally held for two or three days. Reverb is usually held in the month of September.

Several competitions and events are conducted during the fest viz., Singing, dancing, treasure hunt, man verses food, fashion show, pro night, etc. Many students from in and around Pune participate in these competitions. Many renowned personalities are invited as performers or judges. Stalls of different food items are also put up. The students enthusiastically paint the “Reverb Wall” with a certain theme. Not only the students but the faculty and staff members also participate with great zeal.

Cultural activities at SIT also include the celebration of different festivals, like Ganesh Chaturthi, Holi, Navratri (Garbha) and Lohri. The students take the lead in organizing and celebrating these festivals in the college campus, which helps them learn team building and event management skills. This inculcates in the students a sense of responsibility and exposes them to new activities. Cultural activities at SIT, therefore, provide another medium for skill strengthening and honing the creativity of the students.

Sports Activities at SIT

Sports activities are conducted in chess, carrom, badminton, table tennis, squash, pool, cricket, football, volleyball, basketball and swimming, Kabaddi, Athletics. Students are permitted to use the sports infrastructure at SI(DU) recreation center (hilltop). Sports activities are also conducted at the SIT Hostel ground.

Constitution of Sports Council 2020-2021

Sr. No	Title	Name
1	Chairman	Dr. Ketan Kotecha
2	Faculty Sports Coordinator	Prof. Vikas Gulia
3	Student Representative Female	Sneh Sonam
4	Female Student SR	Aris shaikh
5	Student Representative Male	Aryan Tiwari
6	Male Student SR	Ashmit bharadwaj

Besides the core committee, there are also student representatives for each sport. New representatives are recommended by the outgoing secretaries. They are approved by Sports in charge and the Chairman

Protathlitis - Intra College sports events

Since 2010, each year SIT conducts intra college sports fest Protathlitis in February. This is an interclass/discipline tournament. The event is organized by the SIT sports committee. The department teams are formed by a selection process conducted by individual class/discipline. Sports representatives are responsible for smooth and timely conduct of their respective sports event and address grievances with consultation of the sports in charge.

Participating in SI(DU) inter institute tournaments

SI(DU) sports board conducts inter-institute tournaments each year in various sports from June to Dec/Jan based on the schedule of inter-varsity tournaments. The teams for SI(DU) are selected for the players participating in this tournament. One must be a part of SIT team to participate in these tournaments. SIT team is selected from the performances of the students in the SIT intra college sports fest "Protathlitis". The team selection activity is coordinated by sports representatives with the approval of sports in charge. The college team is valid for one academic year and reconstituted each year based on performances in intra institute tournaments and Protathlitis. Players are given a sports kit and provided transportation for participating in inter- institute tournaments.

Getting selected in Symbiosis University Team

Inter-University matches are conducted each year in various outdoor and indoor sports at the zonal level. SI(DU) team participates in these tournaments. The university team consists of players from different constituent institutes of SI(DU). To be eligible to get selected in the SI(DU) team one must represent SIT in the Inter-Institute tournaments organized by the SI(DU) sports board. Selectors for the university team are present during the tournament. Based on the performance, students are called for the trials of the university team selection. If selected in SI(DU) team the players need to attend a training camp. The players receive TA/DA to attend training camps as well as for participating in the Inter-University matches from SI(DU).

Participating in inter-college tournaments

For SI(DU) Tournaments

For participating in the SI(DU) tournaments the sports representatives must perform the following things:

- Write an application to obtain permission from the Director to participate in the tournament.
- Prepare budget (equipment/apparels etc) for participating in the tournament and seek approval from the Director.
- Arrangement of transportation for the players.
- Sanction of leave of players for participating in the tournament.
- Addressing specific problems of the individual player with the consultation of sports in charge.

Important

- All communication to the Director must be routed through the sports in charge.
- To ensure smooth approvals all permissions must be sought well in advance (at least 3-4 days before) of the tournament.
- Representing SIT in any tournament without obtaining proper permissions will result in strict disciplinary action and hence should not be practiced.

Training and Placement

Vision

To be a vital link between industry and institute with the twin objectives of aligning the curriculum and pedagogy with the industry needs and provision of professionals to the industry for mutual benefits.

Mission

To continuously contribute towards making technical education more practical and meaningful, students employable and career oriented, and industry more satisfied by employing competent professionals.

Objectives

- To promote industry-institute interaction.
- To facilitate revision of curriculum and pedagogy by transmitting industry feedback to Academic departments
- To facilitate grooming of students in technical and soft skills by arranging training sessions, tests and contests.
- To arrange student internship/project semester in reputed industry. To ensure final placement of students in reputed industry.
- To provide career guidance to students.

Placements

- The training and placement department will arrange campus placements by the following procedure:
- Constitution of Placement Council of students and further contact with the companies through placement council
- Preparation of a list of the companies with complete contact details and identification of contact person
- Establishing contact with the company through email, letters, telephone talks. Visit to companies
- invitation to concerned officials of the companies to the institute.
- Preparation and regular updating of list of eligible students who are interested in campus placements. Organizing campus placements as per regulations, selection of students and their placement in various companies.

COMPANIES VISITED SIT DURING YEAR 2018-19

International Cell

The International Cell at Symbiosis Institute of Technology works in close association with the Symbiosis Centre for International Education (SCIE) which was formalized through a Board of Management (BOM) resolution made in February 2008. It is a department of the University, providing leadership and support for the University's efforts aimed at internationalization of

higher education at Symbiosis. There are international students from over 26 countries at Symbiosis International (Deemed University) who undertake undergraduate and postgraduate studies. Students and faculty are provided with opportunities to pursue their international academic interests to the fullest, be it through academic exchanges, or exposure to international conferences, seminars, workshops, etc

International Student's Admission

The process of International Student's Admissions at SCIE is designed taking into consideration the requirements and difficulties faced by International Students. The admissions are centralized for all the constituent institutes of Symbiosis International (Deemed University) and routed through this office. The online admission procedure has made it accessible to each and every student from different parts of the world and in the comfort of their homes.

In addition, various support services like assistance for issues related to residence permit, orientation to the rules and regulation of the Institute, medical facilities available and other miscellaneous matters of importance and interest during their stay also provided.

International Initiatives

The International Cell of Symbiosis Institute of Technology headed by Dr. Meena Laad, oversees and coordinates all the International initiatives of the Institute under the umbrella of Symbiosis Centre for International Education (SCIE). The Cell strives to enrich the academic and cultural experience of its students.

There are students studying or have completed their B. Tech or M. Tech programmes in SIT from countries like USA, UK, Singapore, Mauritius, UAE, Qatar, Eritrea, Yemen, Saudi Arabia, Afghanistan, Ethiopia etc. The institute provides them all the necessary support with regard to academics, administrative, medical facilities, issues related with Foreigners' Registration Office etc.

There are various specifically designed programmes for gaining international experience for the students and faculty of SIT. The Global Immersion programme (GIP) accords students an opportunity to study abroad, attend Summer school/Winter School programmes, internships with international partners. Under Semester Abroad Programme students study one Semester at Universities abroad. SIT students have been participating in Semester Abroad programme at Nanyang Technological University, Singapore, Ingolstadt University, Germany and Indiana University Purdue University(IUPUI), Indianapolis, U.S.A, Western University, Ontario, Canada for last several years. There are opportunities available for research internships for M. Tech (CS) students at Ritsumeikan University, Japan. Students do participate enthusiastically in the short duration Summer School/Winter School programmes at Telecom Ecole de management, Paris, France, Berlin School of Law & Economics, Germany and Leibnitz University, Hannover, Germany. The international cell also organizes study tour abroad for the students of SIT. There are 61 students, from SIT visiting Germany in June 2019. Some of the bright students of SIT have also been the recipient of TF Learn Scholarships from NTU, Singapore for their Semester Abroad programme. Students from abroad also have come and participated in short term or semester long programmes from countries like Oman, Ethiopia, and Ingolstadt University, Germany under Study India Programme or Semester Exchange Programme. Many of SIT students have also participated in AIESEC internships on various international projects in Egypt, Poland, Srilanka, Italy etc.

Various International Conferences are also organized to provide cross cultural exposure and global perspective to the students and faculty. Students and faculty are encouraged to participate and present their research work in the International conferences. The faculty of SIT have

presented their research work in reputed International Conferences at US, UK, Singapore, Thailand, Ukraine etc and have established research collaborations with foreign Universities.

Distinguished academicians and researchers from abroad are invited to interact with faculty and students of SIT such as Dr. Mathew Palakal(USA),Dr Robert Schnabel(USA),Dr. Welscher(Dubai), Ms Melin Koruk (Turkey) etc. Dr. P. Somasundaram, Director IUCRC, Columbia University (USA), Dr RaziNalim , Associate Dean for Research , IUPUI (USA) and Dr SrikanthanThambipillai, Professor, Dept. of Computer Engineering, NTU, Singapore were invited at SIT under Scholar in Residence Programme to conduct workshops and deliver lectures for the faculty and students. Faculty from SIT also visiting Universities abroad under Government of India's schemes such as SPARC, DUO India Fellowship etc on Research and teaching assignments. A group of 20 students alongwith 2 professors are also visiting SIT in December 2020 under UKIERI Scheme.

These specifically designed programmes enable students to learn about new cultures and countries, help them develop an international outlook and prepare them to work in multicultural environment in future.

A. MoUs for International collaborations

- Ingolstadt University, Germany
- Indiana University Purdue University, Indianapolis, U.S.A
- Nanyang Technological University, Singapore
- Leibniz University, Germany
- Berlin School of Law and Economics
- Telecom Ecole De Management, Paris
- University of Adelaide, Australia
- University of Malta, Malta
- King Mongkut's University, Thailand
- University of Malaya, Malaysia
- Ritsumeikan University, Japan
- Hanyang University, South Korea
- Western University, Canada
- RUDN University, Russia



24 SIT students at Telecom Ecole De Management , Paris participating in Winter School



Programme Dec 8 – Dec 22, 2018.

MsSabine Ramp from Ingolstadt University, Germany spent one Semester at SIT from June 25, 2018 to December 10,2018





**Ms Aashna Mehta (Batch 2015-19, B.Tech (CS) Keywords International Co. Ltd., Japan & A
* International, Singapore**



Mritunja Kulsagar, B.Tech(Civil),Batch2015-19participatedinAsiaYouthModelUnited Nations organised by International Global Network in Bangkok, Thailand in November 2018.

Administration

DESIGNATION	NAME
Director	Dr. Ketan Kotecha
Dy Director Academics	Dr. (Mrs.) Arundhati Warke
Dy Director Administration	Dr Nitin Khedkar
Administrative Officer	Mr. Robert Rodrigues
H.O.D. Applied Sciences Department	Dr. Meena Laad
H.O.D. Computer Science and Information Technology Department	Dr. Ambika Pawar
H.O.D. Civil Engineering Department	Dr. (Mrs.) Kanchan Khare
H.O.D. Electronics and Telecommunication Department	Dr. Pritesh Shah
H.O.D. Mechanical Engineering Department	Dr. Anand Pandey
H.O.D Exam Department	Dr. Dipika Jaspal
Information Officer	Ms. Shridevi Tadepalli
Officer Student Affairs	Mr. Abhay Pawar.
First Year Coordinator	Mr. Kashinath Joshi, Sonali Kadam
CS & IT Coordinator	Mrs. Prachi Jagtap, Rahul Kalaskar
E&TC Coordinator	Mrs. Ashwini Anikhindi
Civil Coordinator	Mr. Abhijeet Hambir
Mechanical Coordinator	Mr. Vishal Sharma
Accountant	Ms. Sharmishtha punde
P. A. to the Director	Mrs. Ujjwala Dhumal

Faculty

The faculty at Symbiosis Institute of Technology is well qualified and fully capable to impart quality education to the students, enabling them to become skilled engineers ready to face any challenge in the competitive outside world.

S. No	Name	Designation
Computer Science		
1	Dr. Ketan Virendrabhai Kotecha	Director
2	Dr. Swati Nilkanth Ahirrao	Associate Professor
3	Dr. Preeti Milind Mulay	Associate Professor
4	Dr. Sharnil Nitin Pandya	Associate Professor
5	Dr. Anupkumar Manohara Bongale	Associate Professor
6	Dr. Shilpa Shailesh Gite	Assistant Professor
7	Dr. Poorva Agrawal	Assistant Professor
8	Dr. Meeta Nishant Kumar	Assistant Professor
9	Dr. Shruti Ghanshyam Patil	Assistant Professor
10	Mrs. Smita Rajendra Mahajan	Assistant Professor
11	Mrs. Rupali Rajendra Gangarde	Assistant Professor
12	Ms. Pooja Anil Bagane	Assistant Professor
13	Dr. Seema Vasanttrao Wazarkar	Assistant Professor
14	Dr. Sonali Mangesh Tidke	Assistant Professor
15	Dr. Gurunath Thavaru Chavan	Assistant Professor
16	Dr. Sudhanshu Suhas Gonge	Assistant Professor
17	Mr. Aniket Shashikant Jagtap	Teaching Associate
Information Technology		
1	Dr. Ambika Vishal Pawar	Associate Professor
2	Mrs. Kalyani Dhananjay Kadam	Assistant Professor
3	Mr. Rahul Raghvendra Joshi	Assistant Professor
4	Mrs. Seema Harshad Patil	Assistant Professor
5	Mrs. Pooja Vinayak Kamat	Assistant Professor
6	Mrs. Prachi Nitin Kadam	Assistant Professor
7	Mrs. Gagandeep Lakhdeep Kaur	Assistant Professor
8	Mrs. Vijayshri Nitin Khedkar	Assistant Professor
9	Mrs. Rutuja Sujit Kadam	Assistant Professor
10	Dr. Suresh Baliram Rathod	Assistant Professor
Mechanical		
1	Dr. Nitin Kesharao Khedkar	Dy. Director - Administration, Associate Professor
2	Dr. Anand Kumar Pandey	Professor

3	Dr. Anand Jayant Kulkarni	Associate Professor
4	Dr. Chandrakant Rameshchandra Sonawane	Associate Professor
5	Dr. Anirban Rabindranath Sur	Associate Professor
6	Dr. Arun Kumar M. Bongale	Associate Professor
7	Dr. Ismail A. Akbani	Assistant Professor
8	Dr. Amol Macchindra Dalvi	Assistant Professor
9	Mr. Sarfaraj Jilani Shaikh	Assistant Professor
10	Dr. Ravi Raman Sekhar	Assistant Professor
11	Dr. Nitin Sharadchandra Solke	Assistant Professor
12	Mr. Shahid Chand Tamboli	Assistant Professor
13	Mr. Mandar Sadanand Sapre	Assistant Professor
14	Mrs. Priya Sachin Jadhav	Assistant Professor
15	Mr. Vikas Rajkumar Gulia	Assistant Professor
16	Mr. Vinay Kumar Dinakara	Assistant Professor
17	Dr. Ishaan Ramdas Kale	Assistant Professor
18	Dr. Satish Vijay Kumar	Assistant Professor
19	Dr. Sachit Thimmappa Seethalaxmi	Assistant Professor
20	Mrs. Shruti Shisher Maheshwari	Assistant Professor
21	Mr. Aniket Ravindra Nargundkar	Assistant Professor
E & TC		
1	Dr. Priteshkumar Biharilal Shah	Associate Professor
2	Dr. Rahee Amit Walambe	Associate Professor
3	Dr. Sumit Charanjeet Asija Kumar	Associate Professor
4	Dr. Harikrishnan R.	Associate Professor
5	Dr. Mrinal Rahul Bachute	Associate Professor
6	Dr. Ujwala Anil Kshirsagar	Associate Professor
7	Ms. Sushma Nareshsing Parihar	Assistant Professor
8	Mrs. Swati Uttamrao Kadlag	Assistant Professor
9	Dr. Priti Mandar Shahane	Assistant Professor
10	Mrs. Priyanka Tupe-Waghmare	Assistant Professor
11	Ms. Ankita Sunil Wanchoo	Assistant Professor
12	Dr. Abhaya Pal Singh	Assistant Professor
13	Mr. Sanjeev Kumar	Assistant Professor
14	Mrs. Shilpa Manoj Hudnurkar	Assistant Professor
15	Mrs. Apoorva Sanket Shastri	Assistant Professor
16	Dr. Paresh Suresh Nasikkar	Assistant Professor
17	Mr. Parag Suresh Narkhede	Assistant Professor
18	Ms. Jayshree Ashok Pande	Assistant Professor
19	Dr. Jayant Janardhan Jagtap	Assistant Professor
20	Mr. Shripad Vasant Deshpande	Assistant Professor

21	Dr. Anurag Omprakash Mahajan	Assistant Professor
22	Mr. Kunal Machchindra Shejul	Assistant Professor
23	Dr. Mohammad Faseehuddin	Assistant Professor
24	Dr. Saffrine Kingsly	Assistant Professor
Civil		
1	Dr. Kanchan Chandrashekhar Khare	Professor
2	Dr. Sanjay Kantrao Kulkarni	Associate Professor
3	Mr. Rushikesh Prakashrao Kulkarni	Assistant Professor
4	Mrs. Mugdha Praveen Kshirsagar	Assistant Professor
5	Ms. Humera Khanum	Assistant Professor
6	Dr. Sayali Shrikrishna Sandbhor	Assistant Professor
7	Mr. Sagar Suryakant Kolekar	Assistant Professor
8	Mrs. Vaishnavi Vivek Dabir	Assistant Professor
9	Mr. Vinaykumar Shivashankar Jatti	Assistant Professor
10	Dr. Sayali Deepak Apte	Assistant Professor
Applied Science		
1	Dr. Arundhati Suresh Warke	Dy. Director - Academics, Professor
2	Dr. Meena Sadashiv Laad	Professor
3	Dr. Dipika Amarprit Sing Jaspal	Professor
4	Dr. Brajesh Vedanti Pandey	Associate Professor
5	Dr. Neeru Bhagat	Associate Professor
6	Dr. Nilisha Prashant Itankar	Assistant Professor
7	Mrs. Shilpa Dayasagar Malge	Assistant Professor
8	Dr. Rupali Nagar	Assistant Professor
9	Dr. Veena Beleyur Sreenivasa	Assistant Professor
10	Dr. Neha Salil Divekar	Assistant Professor
11	Dr. Shekhar Dnyaneshwar Bhame	Assistant Professor
12	Mrs. Arpita Advait Deodikar	Assistant Professor
13	Dr. Ram Kishun Lodhi	Assistant Professor
14	Dr. Ramesh Katta	Assistant Professor
15	Dr. Bharat Raj Jaiswal	Assistant Professor
16	Dr. Smita Girish Waghlikar	Assistant Professor
17	Dr. Anil Sharma	Assistant Professor
18	Dr. Chhaya Kiran Lande	Assistant Professor
Adjunct Professor in CS&IT Dept.		
1	Mr. Raj Kumar Arora	Adjunct Professor-Industry Networking Cell

Library Rules and Regulations

Library of Symbiosis Institute of Technology (SIT) came into existence with the establishment of SIT in 2008. The library occupies a place of pride in SIT and plays a very vital role in provision of learning resources for academics and research. It is the liveliest place on the campus providing a comfortable and friendly environment that enables learning and advancement of knowledge, and promotes discovery and scholarship. Library is well equipped with latest information technology tools for information collection, processing and retrieval. The collection of books, journals, e-journals, reports and other reading resources are adequate for not only domain specific resources but for also general resources. Books and other resources are regularly augmented and online access to all premier journals as well as full-text & bibliographic databases available in the field of science, technology and allied subjects are provided to faculty, staff and students.

The library uses KOHA, the web centric library management software. It offers a range of services including reference and consultation, membership, circulation, document delivery, resource sharing, information alert, bibliographic and digital library services to the library members. The Library has a team of well qualified personnel to cater to the technological and scientific needs of the institute, supported by an active collection of about 15,000+ documents maintained in a professional way for quick retrieval.

Library Collection:

Books	16645
Journals	93
Magazines	16
Newspapers	8
e-Database Subscriptions	7
e-Books	6087

Library Timings:

Monday to Friday	09.00 A.M. - 08.00 P.M.
Saturday	09:00 A.M. - 05.00 P.M.
Issue – Return	09:30 A.M. - 04.30 P.M.
Sunday	Closed
Festivals /Holidays	Closed
During Examinations	09.00 A.M. - 08.00 P.M. (Monday to Sunday)
During Vacation	09:00 A.M. - 05.00 P.M. (Monday to Saturday)

General Rules:

- Consumption of food is not permitted in the Library.
- No materials like bags, umbrellas, jackets / parcel, mobile phones etc. are allowed in the Library. Adequate storage facility has been provided at the entrance to the Library for these materials. However, files and books may be brought into the library only up to the outer reading area.
- On leaving the Library, users are required to show books and other items being taken out of the Library.
- Silence has to be observed in the Library.
- Students must be decently dressed and conduct themselves properly in the Library.
- The library staff on duty has the right to request a user to leave the Library premises if he/she is found to be violating any of the library rules.
- The Library will not accept any responsibility for the loss or misplacement of personal belongings.

Library Membership:

There are three types of membership in the SIT Library and the book provides lending services as follows:

- Staff: Teaching and Nonteaching Staff can get 8 books issued at a time for one semester.
- Students: Students can get 6 books issued at a time for 30 days. Furthermore, a one-time re-issue facility is also available.

Library Sections:

- Circulation Section: Stacks books which can be issued to the students and staff.
- Reference Section: The Library maintains a separate reference collection consisting of encyclopedias, dictionaries, handbooks, CD-ROMs, etc.
- Periodical Section: It displays the latest volumes of International and National journals and Magazines.
- Reading Hall: Spacious and well lit reading hall with 150 seating capacity.
- The reading space has been provided where students are allowed to carry their personal books however they are not allowed with their personal books into the main reading area of the library.

Library Services:

- Current Awareness Service: Information about seminars, workshops, newspaper clippings, articles on various subjects, is made available to users by library.
- New Arrivals Alert: Library displays the latest books acquired in the library, for a week, on the display board.

Net based services: All the notices and information is given through the group mail service of the institute. With the Wi-Fi connectivity in the library, students can easily download required documents.

Online Public Access Catalogue (OPAC) link:

Library members can search the library material online with availability of re-issue for his/her borrowed book.

Collection on personality development: Library is preparing collection on various subjects like aptitude test, autobiographies, general Knowledge etc. which will help the student to improve their personality.

Inter Library Loan (ILL): Inter library loan service is provided to Faculty members and students of Symbiosis Institutes located at various places.

Reading list/ Bibliography compilation: List of available resources in library is there on OPAC under 'List' option. Readers can use this to access the resources.

Institutional membership:

- National Digital Library of India, New Delhi. Library will register our student in National Digital Library (NDL). It provides a single-window search facility to access digital contents currently existing in India as well as other digital sources under a single umbrella. <https://ndl.iitkgp.ac.in/>
- British Council Library, Pune. Under this membership our members can avail of the Inter Library Loan facility. The membership cards are available on circulation counter. <https://www.britishcouncil.in/library>

Library Rules:

- The normal loan period for books is 30 days. Students can get 6 books issued at a time for 30 days. Furthermore, one-time re-issue facility is also available.
- Borrowers have to produce their library cards while borrowing library books.
- No books or library materials may be taken out of the Library until the loan has been recorded. Unauthorized removal of library materials is an offence.
- Current issues of journals/magazines can be used for overnight.
- Readers can borrow back issues of periodical or bound volume.
- Reference books/materials are to be used only in the Library. Audio-visual resources are to be used only in the Library or computer lab.
- Overdue books: Books must be returned by the due date or earlier, if recalled by the Librarian. Failure to return a book by the date specified will be treated as an offence.
- Fine imposed on borrowers for late return of books is Rs.5/-per day per book.
- Loss or damage of books: Students should check the books before issuing them. At the time of return if the books are torn or pages are missing, the borrower will have to make up for the damage. A borrower is allowed to either replace the lost or damaged book or has to pay twice the market price of the book. All books replaced in this manner must be

Of the latest edition. If the book is one of a set or series, the whole set or series has to be replaced.

E-books: <http://www.videeya.com/>

- Library has subscribed 09 e-Databases through various agencies in India, e-

journals covering the following publishers

Sr, No	E-Database	Publisher link	Subject Area	Agencies	No. of e-Journals
1	IEEE	http://ieeexplore.ieee.org	Computer Engineering +Computer Science Electrical and Electronics Telecommunications and related disciplines	EBSCO and information Services India Pvt.Ltd, New Delhi	225
2	ASME	http://asmedigitalco	(American Society) Mechanical Engineering	Global Information Systems technology Pvt.Ltd, New Delhi	35
3	ASCE	https://ascelibrary.org/journals	Civil Engineering	Global Information Systems technology Pvt.Ltd, New Delhi	39
4	Mc-GRAW HILL ACCESS ENGG.	https://www.accessengineeringlibrary.com	General Engineering and Reference	Global Information Systems technology Pvt.Ltd, New Delhi	761
5	WILEY BLACKWELL	https://onlinelibrary.wiley.com/	Computer Science + [] Data Telecommunication And Discipline	Nexus Publishing	31
6	Elsevier: Science direct -Engineering	https://www.sciencedirect.com/	Engineering +Computer Science	Global Information Systems technology Pvt.Ltd, New Delhi	296
7	ASTM Digital Library	https://www.astm.org.eu1.proxy.openathens.net/	Online dictionary of engineering Science and technology Electrical and Electronics Engineering, Mechanical Engineering, Civil	Book Supply, New Delhi	09
8	J Gate	https://jgateplus-com.eu1.proxy.openathens.net/search/login/	Engineering and Technology	Informatics India Ltd, Bangalore	20345

9	ACM India	https://dl.acm.org/	Computer Engineering	Global Information Systems technology Pvt.Ltd,New Delhi	48
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Centrally Subscribed e-Resource

Database name	Link
EBSCO	https://search.ebscohost.com
Elsevier: Science direct - Management	https://www.sciencedirect.com
Emerald Management E-Journal	https://www.emeraldinsight.com
Web of Knowledge	http://login.webofknowledge.com
Frost & Sullivan	https://ww2.frost.com
JSTOR	http://www.jstor.org
Scopus online database	https://www.scopus.com
Factiva	https://auth.accounts.dowjones.com
E Research	http://www.eresearch.co.in
TURNITIN (Plagiarism Checker Software)	http://turnitin.com
EndNote (Reference Manager Tool)	http://www.endnote.com
Pearson E-Books	https://digital-library.pearson-intl.com/

These online resources allow users to search articles instantly by title, subject, publication, country or other fields eliminating random searching through back-files.

NPTEL Audio/Video lectures: <https://nptel.ac.in/>

National Program on Technology Enhanced Learning (NPTEL) Audio/Video lectures facility is available in the Institute.

Benefits to students:

Have access to 900+ courses of NPTEL – view, download and copy Get information about upcoming courses

If a mentor is available, get help

when required be eligible for

scholarship and avail DD

payment Use college

infrastructure for course access

Be motivated by fellow

students, group work

Institutional Repository:

10.10.71.30

An institutional repository is an archive for collecting, preserving, and disseminating digital copies of the intellectual output of an institution, particularly a research institution.

Quick links: Library membership / Book suggestion form and

Feedback form [Library membership form for students](#)

https://docs.google.com/forms/d/e/1FAIpQLSf3ZV-sqshRznTRd6KEm5rln_aopYbmoNyfl2SzNVE9yiPqRg/viewform

Open Access Directory:

DOAJ Directory of Open Access Journals<https://doaj.org/>

DOAJ is a community-curated online directory that indexes and provides access to high quality, open access, peer-reviewed journals. DOAJ is independent. All funding is via donations, 40% of which comes from sponsors and 60% from members and publisher members. All DOAJ services are free of charge including being indexed in DOAJ. All data is freely available.

DOAJ operates an education and outreach program across the globe, focusing on improving the quality of applications submitted.

DOAB Directory of Open Access Books<https://www.doabooks.org/>

The primary aim of DOAB is to increase discoverability of Open Access books. Academic publishers are invited to provide metadata of their Open Access books to DOAB. Metadata will be harvestable in order to maximize dissemination, visibility and impact. Aggregators can integrate the records in their commercial services and libraries can integrate the directory into their online catalogues, helping scholars and students to discover the books.

Open DOAR Directory of Open Access Repositories<http://v2.sherpa.ac.uk/opensoar/>

Open DOAR has opted to collect and provide information solely on sites that wholly embrace the concept of open access to full text resources that are of use to academic researchers. Thus sites where any form of access control prevents immediate access are not included: likewise sites that consist of metadata records only are also declined.

bookboon.com <https://bookboon.com/>

Download free eBooks and textbooks

archive.org <https://archive.org/>

Internet Archive is a non-profit library of millions of free books, movies, software, music, websites, and more.

Email : librarian@sitpune.edu.in <https://www.sitpune.edu.in/library>

Separate segment/corner for this information (like SIU link, links for the ref and FAQ)

SIU library portal link<http://library.siu.edu.in/index.php>

Links for the reference:

<https://www.inflibnet.ac.in/>

To establish INFLIBNET: Information and Library Network a computer communication network for linking libraries and information centres in universities, deemed to be universities, colleges, UGC information centers, institutions of national importance and R & D institutions, etc. avoiding duplication of efforts.

Build and strengthen ICT infrastructure in educational institutions with value-added services. <http://shodh.inflibnet.ac.in/>

Under the initiative called “Shodh Gangotri”, research scholars / research supervisors in universities are requested to deposit electronic version of approved synopsis submitted by research scholars to the universities for registering themselves for the Ph.D programme. The repository on one hand, would reveal the trends and directions of research being conducted in Indian universities, on the other hand it would avoid duplication of research.

Synopsis in "Shodh Gangotri" would later be mapped to full-text theses in "ShodhGanga". As such, once the full-text thesis is submitted for a synopsis, a link to the full-text theses would be provided from ShodhGangotri to "ShodhGanga".

<http://shodhganga.inflibnet.ac.in/>

"Shodhganga" is the name coined to denote digital repository of Indian Electronic Theses and Dissertations set-up by the INFLIBNET Centre.

The Shodhganga@INFLIBNET is set-up using open source digital repository software called DSpace developed by MIT (Massachusetts Institute of Technology) in partnership between Hewlett-Packard (HP). The DSpace uses internationally recognized protocols and interoperability standards. Shodhganga provides a platform for research scholars to deposit their Ph.D. theses and make it available to the entire scholarly community in open access. The repository has the ability to capture, index, store, disseminate and preserve ETDs (Electronic Theses and Dissertations) submitted by the researchers.

<http://www.southasiaarchive.com/>

The South Asia Archive provides an extensive resource for students and scholars across the humanities and social sciences.

Swayam : <https://swayam.gov.in/>

SWAYAM is a program initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality. This is done through an indigenous developed IT platform that facilitates hosting of all the courses, taught in classrooms from 9th class till post-graduation to be accessed by anyone, anywhere at any time.

<https://library.daisyindia.org>

Sugamya Pustakalaya is a collaborative effort of several organizations to end the book famine faced by people with print disabilities.

DAISY Forum of India is a consortium of Not for Profit organizations from India who are involved in production and distribution of books and reading material in accessible formats for persons who cannot read normal print due to visual, cognitive or physical disabilities.

Patents and Standards:

World Intellectual Property (IP) Organization (WIPO): <http://www.wipo.int/reference/en/>

Intellectual Property Resource Reference Center provides access to various intellectual property data collections currently hosted by the World Intellectual Property Organization. Access to the Digital Library is available to the general public free-of-charge.

Free Patents Online is a search engine, which helps in searching patents. <http://www.freepatentsonline.com/>

Indian Patent Database provides free online access to Ekaswa A & Ekaswa B databases. Gives

information regarding patent applications filed in India as published in the issues of the Gazette of India (Part III, Section 2) from January 1995 onwards.

<http://www.indiapatents.org.in/db/db.htm>

National Technical Information Service Reports [NTISR] are available online with effect from 1990 to till date. Search facility is available to find out the reports in your subject

areas of interest. Downloading of any document in electronic format is possible.

<https://www.ntis.gov/>

Scholarship Policy

With the objective of encouraging meritorious students and academic excellence, Scholarships/ Awards are offered to deserving students of the University by the Symbiosis Society Foundation

Please see the following for details on scholarships/awards available:

<https://siu.edu.in/admissions.php#Scholarships>