



**INSTITUTE OF MANAGEMENT STUDIES, DEHRADUN
UTTARAKHAND-INDIA 248009**

CONTENTS

Welcome Address by the Director	2-3
Annexure 1. Campus Rules	4-5
Annexure 2. Library Rules for Students (w.e.f. 15 July 2010)	6
Annexure 3. IMS Society Hostel Rules and Regulations (DIT / IMS Campus)	7-10
Annexure 4. Computer Lab Rules	11
Annexure 5. Anti-Ragging Instructions	12
Letter Sent to the Parent (Prevention of Ragging)	13
Declaration & Undertaking to be given by a Student of IMS Dehradun about Prevention of Ragging	14
Declaration & Undertaking to be given by the Parent of a Student of IMS Dehradun about Prevention of Ragging	15
Annexure 6. Tentative Academic Schedule 2010-11 (for Semester System Programs)	16
Annexure 7. List of Holidays	
a) List of Gazetted Holidays for Teaching, Non-Teaching & Support Staff-2010	17
b) List of Restricted Holidays for Teaching, Non-Teaching & Support Staff-2010	17
c) List of Holidays for Students-2010	18
Annexure 8. Assignment of Additional Responsibilities to Faculty Members (as on 20 July 2010)	19-20
Annexure 9 Our Toppers of the Academic years 2008-09 and 2009-10	21-25
Annexure 10. Select Email IDs & Phone Numbers of Relevance	26-27

Welcome Address by the Director

Dear Students,

We take this opportunity to welcome and congratulate you for joining the family of IMSians. IMS Dehradun aims at providing a distinctive combination of both academic excellence and professional relevance designed to provide a strong foundation for both professional and personal development.

Our focus is to develop Industry leaders who are equipped to comfortably face the challenges of global business environment. We endeavor to develop you to become successful leaders of tomorrow. This requires your commitment to learn, to imbibe and contribute to this process.

We, at IMS Dehradun, have people with ideas, creativity, innovation and conviction to passionately nurture your talent and to create budding business navigators. We are committed to quality in every aspect of the process of imparting education. Our faculty and pedagogy, meticulously designed curriculum and infrastructure are benchmarked against the best professional Institutes in the country.

We combine class room teaching with lab work and practical training in the business environment. Class room teaching is enriched with home assignments and case studies for enhancing the confidence and personality of our students. This is complemented by our eminent Guest Speakers from academics and industry. Also, skills and personality development programs are arranged for enabling our students to have an edge over others, in this competitive world. Further, to facilitate stress free environment, we have planned Art of Living Programs for our Postgraduate students.

We have separate hostels for boys and girls. We have a small Cafeteria near the Main Gate of the Institute that serves fast food items. In addition, the students can enjoy a variety of food items at our bigger Cafeteria.

Our students are assets of our organization. We will do our best to develop, and support our students. For realization of our dreams about you, your serious commitment, cooperation, and discipline is essential. Discipline is the backbone of our development, progress and personality that needs to be observed strictly. In this context, may we draw your attention to some of the **Do's** and **Don'ts**?

Do's

1. You are required to attend the classes and complete your assignments regularly. Your 100 per cent attendance is solicited. However, some flexibility is allowable to attend to health problems and other genuine exigencies.
2. Your entry to the campus and exit from the campus will be monitored. You should carry your smart card (ID-Card) with you at all times.
3. During academic sessions, you are required to be present in your respective class rooms. You will not be allowed to leave the Institute's premises during your regular timings, that is, 9 a.m. to 3.30 p.m. for Undergraduate students and 9 a.m. to 5.30 p.m. for Postgraduate students.
4. Within the campus, all students are required to be decently dressed with neat and clean uniform prescribed by the Institute.
5. During visits by Guest Speakers, on important field visits, and other formal occasions, you would be required to be in 'formal dress' as instructed.
6. All students will ensure that they maintain cordial relations among themselves and with the faculty and other staff members.
7. A large number of activities will be conducted in groups where your active participation and cooperation is essential to achieve the desired results.
8. You need to protect Institute's Assets / Infrastructure at your service. For any damage caused to the Institute's assets, it is the responsibility of students to compensate for the same jointly or by the miscreants (provided the miscreants are identified).

Don'ts

1. Smoking, Chewing of Tobacco / Gutka / Pan Masala, Chewing Gum and consumption of alcohol within the campus is prohibited. You are advised to refrain from indulging in these habits even when away from the campus.
2. During academic sessions, use of cell phones by students is prohibited. Any active phones will be confiscated. You may attend to your urgent calls during a class break and ensure that cell phones are deactivated as soon as class break is over.
3. Ragging is banned by a ruling of the Supreme Court of India. You should not indulge or allow any body to indulge in ragging. The institute treats it as a serious offence, and has made adequate arrangements to avoid occurrence of ragging. If you notice any incidence of ragging, it should be immediately reported to the competent authority for necessary action.

The local students can avail of our transport facility. In the morning, there are four buses plying on three different routes to bring the students and faculty to the Institute, and in the evening, two buses ply covering all the three routes at 3.45 p.m. for Undergraduate students and at 6:10 p.m. for Postgraduate students and the faculty.

Our Corporate Resource Centre (CRC) and Training and Placement Cells are at your service to provide you the necessary support to fulfill your ultimate dream to associate with the top Companies / Institutions in your respective areas.

We are here to give you our best, but to fully reap the benefits of our efforts / facilities you need to follow a positive approach and be proactive. It is essential that you learn to function effectively in a peer group that would reflect favorably on your personality traits and enhance your capacity to lead and command a better overall assessment and placement. We have systems in place that would facilitate your smooth functioning. Should you have any academic or administrative issues to be discussed, feel free to contact the concerned Persons / Authorities. For academic issues, your contact points in order are: your class coordinators, Faculty Members, Head of the Department, Dean, and the Director. For administrative issues, your contact points in order are: Registrar, Head of an Administrative Department (Accounts, Examinations and Transport) and the Director.

We have put in place a comprehensive and transparent student evaluation system. Besides the External Examinations, students are assessed on the basis of Sessional Examinations, Class Assignments and Class Discipline. Sessional marks of the students are displayed on the notice boards so that the students can identify the discrepancy, if any, and bring it to the notice of the concerned authority.

This is a Student led and Faculty facilitated Institution. Your success is our success. Let us give our best to achieve our mutual objectives. In this journey of achievements, do not forget to participate in our Sport Activities, Debates and Cultural Events. Pay adequate attention to your time management. Complete your activities on time, avoid delays, and make your learning process enjoyable.

We again welcome you to the family of IMSians and wish you good luck in all your future endeavors.

Dr Pawan K Aggarwal
Director,
IMS, Dehradun

Annexure 1

Campus Rules

1. Our Institute believes in creating a professional environment in which students, faculty and staff members work together.
2. To create an environment conducive to professional development at the Campus, the Institute treats the students as *Management Trainees*. With this professional approach in mind, students should perform each activity with full sense of responsibility. For this, they should try to use professional managerial thinking for choosing the best solutions out of the various possible alternatives for solving any problem in business environment.
3. The Institute encourages the students to interact with each other and with top personnel in industrial and business organizations to bridge the gap between theory and practice and to enable the students to understand how problems arise and how they are analyzed for reaching solutions in wake of existing constraints.
4. We are very particular about attendance in the classes. Students will not be allowed to go on leave, unless there is an extreme necessity and acceptable reason(s). Under special circumstances, a few days leave can be allowed but no benefit of leave will be given in the counting of attendance or for any other purpose related to examination or evaluation process.
5. Faculty members are fully empowered to disallow a late-comer from attending class or from any other activity of the Institute.
6. Students have to observe discipline and follow all the Rules and Regulations relating to Campus, Library, Hostel / Mess and other general rules of the institute.
7. A Progress Report of weak students about their *Attendance* and *Performance* shall be displayed on the Notice Board and a copy of the same shall be sent to their parents / guardians for information, if found necessary.
8. The Institute provides assistance for *Job Placement* through its Placement Cell to all the students. Each student will have to formally register to avail of placement assistance and participate in the placement activities as and when required, otherwise he / she will not be considered for *Final Placement* help.
9. The students will have to wear uniform as prescribed by the Institute.
10. Each student will be issued a Smart Card (Identity Card) with his / her photograph and countersigned by the Director. The students must carry their Smart Cards with them for verification at all times, that should be produce before the authority, as and when demanded with them.
11. Any student violating the above Rules and Regulations could be penalized, even to the extent of expulsion from the Program.

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

12. No Student of IMS shall indulge in any **act of indiscipline** which includes :

- i. Misconduct / misbehavior.
- ii. Violation of rules and regulations of discipline and IMS directives
- iii. Breach of an undertaking.
- iv. Refusal to obey the directions of competent authorities.
- v. Physical violence or use of abusive language.
- vi. Destroying or defacing of IMS property.
- vii. Organizing a procession or meeting without the permission of the appropriate authority.
- viii. Rowdy or other forms of misbehavior.
- ix. Making false statement with a view to affect the impartiality of action by an officer or to impute malice or create public opinion against him / her or with any other malicious motive.
- x. Participation in activities such as Gherao, Dharna and Pradarshan; Use of derogatory slogans, abuses and mis-propaganda.
- xi. Disrupting the smooth running of the Institute or environment conducive to studies or harmonious relationship between different people living on the Campus.
- xii. Refusal to establish or reveal identity.
- xiii. Non-payment of IMS or other dues including Mess and Canteen charges.
- xiv. Attempting to commit an act of indiscipline, abetting an act of indiscipline, inciting others to commit an act of indiscipline, individually or jointly with others.
- xv. Disrupting or preventing teaching, study, examination, extra-curricular activities, office working etc.
- xvi. Arriving late in classes.
- xvii. Securing admission by submission of fake documents.
- xviii. Sending obscene / lewd / nasty SMS / MMS (Short Messaging Services and Multimedia Services)
- xix. Misuse of internet facilities and mobile phones on the Campus.
- xx. Stealing of Bags / Books or other valuable material.
- xxi. Bursting of crackers and use of colours, dry / wet, inside the premises including classes.
- xxii. Celebrating birthday (cutting of cake) or any other celebration of a personal nature inside the Campus.
- xxiii. Mass bunking of classes.
- xxiv. Loitering in and around the buildings on the campus / making noise / interfering with peaceful working of Offices, Libraries, Labs and Classes.
- xxv. Over-Speeding and improper parking of vehicles inside the Campus.

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

Annexure 2

Library Rules for Students

(w.e.f. 15 July 2010)

1. No Bags / Hand Bags / Raincoats / Jerkins / Casual Wears / Printed Materials will be allowed inside the Library. Note Books, and Laptops (without bags) however, may be allowed.
2. Every reader must **sign the Gate Register** while entering the Library.
3. Students should **Keep Silence** in the Library. **Mobile Phones** should be kept in **“Switch Off”** mode while using Library.
4. Library timings will be from **8:00 a.m.** to **12:00 a.m.** (midnight), but issue / return of books timing will be from **9:30 a.m.** to **7:00 p.m.**
5. A Book will be issued for 15 days only. However, issued books may be recalled earlier, if urgently required by the Library.
6. Maximum number of Books that can be issued to a UG Student is 6 and to PG Student is 8.
7. Periodicals and Reference Books will not be issued and may be consulted only in the Library.
8. A Book must be returned in the same condition in which it was issued.
9. Reference Books can be borrowed for 2 days. In case an issued Reference Book is not returned in time, a fine of Rs. 5/- per day will be charged up to 3 days. After this period, a fine of Rs. 10/- per day will be charged for the next 3 days. If the book is still not returned, double the cost of the latest edition of the book will be charged. No book in exchange will be accepted.
10. In case an issued Book is not returned in time, a fine of Rs. 5/- per day will be charged up to 15 days. After this period, a fine of Rs. 10/- per day will be charged for the next 15 days. If the book is still not returned, double the cost of the latest edition of the book will be charged. No book in exchange will be accepted.
11. Absence from the Institute will not be allowed as an excuse for the delay in the return of books.
12. No reminders will be issued to individual defaulters, but a consolidated list of defaulters will be displayed on the Notice Board.
13. In case a Book is reported lost or found damaged, double the cost of the book of its latest edition, will be charged from the student. No book in exchange will be accepted.
14. Books / Old Magazines will be issued to Identity Card holders only. If a student loses his / her Identity Card, he / she will pay a fine of Rs. 250/- per Duplicate Card.
15. In case of marking / underlining / folding of pages of books, the cost of the latest edition of the book will be charged from the student.
16. In case of theft tearing / clipping of books, double the cost of the latest edition of the book will be charged from the student.
17. Any violation of the above Rules shall attract disciplinary action.

Director

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

Annexure 3

IMS Society Hostel Rules & Regulations (DIT / IMS Campus)

A. GENERAL RULES

1. Ragging is strictly prohibited and punishable under law.
2. Possession of Camera Mobile in the Hostel is not allowed
3. Every boarder has to follow timings fixed for reporting back to the hostel.

Girls

Winter (1 Oct. to 30 Mar.) 6:00 pm
Summer (1 Apr. to 30 Sept.) 6:30 pm

Boys

Winter (1 Oct. to 30 Mar.) 7:00 pm
Summer (1 Apr. to 30 Sept.) 7:30 pm

4. Gates of Girls' Hostel will remain locked during 6:00 / 6:30 pm to 5:00 am. Entry of residents during these hours will be regulated through valid Out-pass / Permission of concerned Hostel Warden. Any student who expects to be late due to certain exigency must seek prior permission.
5. Hostlers are not allowed to bring Day Scholars in the Hostel Premises (inside Room, Mess, etc.)
6. Always keep your Hostel ID in your pocket to prove your identity, whenever required.
7. Assembly of boys and girls in front of the gate of the Girls' Hostel is strictly prohibited.
8. Playing music at high volume causing disturbance to other inmates is not allowed.
9. While leaving the rooms, lights, fans etc. should be switched-off to avoid fine or other punitive action.
10. Students are not permitted to use personal electrical appliances.
11. Indoor cooking including making of Tea / Coffee / Maggie / Cup Noodles and the like, in the rooms, is strictly prohibited.
12. Intoxicants, Liquors, Tobacco, Explosives, Weapons, Obscene materials etc. are not allowed to be kept / stored by the student in the Room / Hostel premises.
13. Writing on doors, walls, furniture, switch plates etc. in the hostel premises is strictly prohibited.
14. Students shall not hold any meeting or organize any collective activity in the hostel without the written permission of the Warden.
15. Use of Loud-Speakers in hostels is prohibited. However, on special occasions, it may be used with prior permission of the Director on the recommendation of Warden. Entry of Loud Speaker shall not be permitted inside the Campus except with the written permission of the Director.
16. Celebration of parties, playing with dry / wet colors / plain water in the hostel premises as well as in the Institute Campus is strictly prohibited. However an event may be organized in a specified area inside the Campus with the prior permission of the Director on the recommendation of the Warden.
17. Behaving improperly with Warden / Asstt. Warden / Catering Manager / Waiters / Security Guards / Hostel Attendants or any other person of the Hostel will be treated as misconduct.
18. Canvassing for Membership of Bodies / Agencies (like Avon, Amway, Oriflamme, etc.) or promoting sale and purchase (like cosmetics, soaps, etc) in the hostel is not allowed.
19. Students are not permitted to keep excessive cash and valuables with them in their rooms.
20. A student should have smart bearing when going out of the hostel always using dress be fitting the occasion and place of visit.
21. During the Institute timings, the students should invariably be in their classes/library/computer lab excepting those who are permitted to stay in their respective rooms by the Hostel warden due to sickness.
22. A student falling sick or feeling symptoms of sickness should report to the Hostel warden. First Aid is available with the warden. To facilitate evaluation of a sick student to the hospital, a stand by Ambulance is available in the Hostel.

Note: Violation of any of the above Rules shall be treated as an act of indiscipline and shall attract disciplinary action.

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

B. ATTENDANCE RULES

1. All boarders are supposed to report for the Roll Call every day at the notified time.

Girls Hostel
07.00 p.m.

Boys Hostel
07.30 p.m.

2. All boarders are required to be present physically and make a proper queue to record their presence.
3. In case of any emergency or illness, the students are required to inform the Warden before the time of attendance.

C. LEAVE RULES

1. No student shall leave the hostel without prior permission of the Hostel Warden.
2. Two Out-Passes in a week will be issued on weekdays (excluding Sundays and other Holidays) after 3.30 pm for UG students and after 5.30 pm for PG students. On Sundays, the timings for outing will be 9.00 a.m. to 6.00 p.m.
3. No student shall remain absent from the hostel during night, unless he / she has obtained 'Night-Out Pass' from the Warden.
4. Night-Out Permission / Pass to Hostel students will be given on weekends only if the request of the resident has prior approval of the Parents / Local guardians whose photos are given at the time of admission.
5. Hostellers taking leave during vacation period should clearly mention address where they are going, telephone numbers, dates and other required information in the Leave Form / Movement Book.
6. Students intending to go home during the working days for attending family / social functions will require permission of the HOD, subject to receipt of written request for the same from parents of the students.
7. Day or Night-Out Pass cannot be taken as a matter of routine. Out-pass for Day-outing will be issued only after class hours. Night-Out passes will be issued by the Hostel Warden on satisfying himself / herself about the genuine need of the boarders to stay out.
8. In case of students who join additional coaching courses like IAS, PCS, CAT, GATE, IES, GRE, GMAT, TOFEL and SOFTWARE PACKAGES or need to undertake subject coaching, out-pass will be issued only after the student obtain the permission of the Director, IMS.

All Hostel Residents seeking out-pass are required to follow the instructions given below:

1. Out-pass permission should be obtained in an application on A-4 size paper.
2. Maximum THREE students will be allowed on a single out-pass.
3. Student Name, ID Number, Branch and Room Number should be written clearly.
4. Out-time & In-time mentioned on out-pass must be strictly followed.
5. If some one is not able to return within the specified time due to some emergency, he / she must inform telephonically the Warden / Asst. Warden about the circumstances leading to delay in arrival at the hostel.

The out pass will be issued as per the following schedule:

Sunday / Holidays : 9:00 a.m. to 6:00 p.m.
Remaining Days : 3:30 p.m. to 6:00 p.m. (for UG Students)
5:30 p.m. to 6:45 p.m. (for PG Students)

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

D. MESS RULES

1. Students should be punctual for taking their meals and come to the dining hall properly dressed. The following meal timings should be followed:

Meal	Timing
Breakfast	08.00 a.m. - 09.30 a.m.
Lunch	12.45 p.m. - 01.30 p.m. (for UG Students) 01.45 p.m. - 02.30 p.m. (for PG Students)
Evening Tea	05.00 p.m. - 06.00 p.m.
Dinner	07.30 p.m. - 09.00 p.m.

2. No student is permitted to take food in the room except for those reported sick for which they should seek prior permission of the Hostel Warden.
3. Behaving improperly with Catering Manager / Waiters or Mess Boys will be treated as misconduct.
4. Hostel residents are not allowed to take mess utensils out of the mess.
5. Complaints regarding food and behavior of mess boys may be recorded in the Complaint Meal Register.

E. RULES REGARDING VISIT OF PARENTS / GUARDIANS

1. Hostel Visiting Hours for Parents & Local Guardians are 3:30 pm to 7:00 pm during the weekdays and 9:00 am to 7:00 pm during Sundays and Holidays. No body will be permitted to visit their wards beyond visiting hours.
2. Guardians / Parents / Visitors can meet their Ward in the Hostel in the Visitors rooms only.
3. No Guardians / Parents / Visitors are allowed to enter beyond the reception area of the Hostel.
4. No male visitor would be allowed inside the Girls' Hostel.
5. No Parent / Guardian / Visitor are allowed to stay with the students in their rooms.

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

F. PENALTIES FOR INDISCIPLINE IN THE HOSTEL

S. No.	Type of Indiscipline	Penalty	
		First Time	Second Time
A	<ul style="list-style-type: none"> • Smoking / chewing tobacco or allied products • Girls and boys found in outskirt area • Forgery • Misbehavior with Guard / Mess Staff / Hostel Attendant • Speaking abusive language • Theft • Physical clash 	Calling parents to give an undertaking on a stamp paper of Rs 10/-	Expulsion from the hostel and forfeiting the Hostel deposits.
B	<ul style="list-style-type: none"> • Misbehavior with Warden / Asstt. Warden • Drinking Alcohol / possession of Alcohol / Entering Hostel in drunk condition • Ragging • Cracker bursting • Playing with water / fire equipments / colours • Causing fire deliberately 	Expulsion from the Hostel and forfeiting the Hostel deposits	
C	<ul style="list-style-type: none"> • Possession of Electric Appliances • Mess utensils found in room / apartment • Indoor cooking. • Inviting day scholars inside his/her living room. 	Confiscation of Electrical Appliances (if any) and Fine Rs. 500/-	Expulsion from the Hostel.
D	<ul style="list-style-type: none"> • Possession of Camera fitted mobile • Playing Music at high volume. 	Seizing the mobile phone/music player and calling parents to give an undertaking on a stamp paper of Rs. 10/-	Suspension from the Hostel
E	<ul style="list-style-type: none"> • Irregularity in Hostel attendance • Absence without permission 	Issuing warning and calling parents to give an undertaking on a stamp paper of Rs 10/-	Suspension from the Hostel
F	Late reporting in the hostel	Cancellation of Out- Pass for 15 days	Suspension from the Hostel

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

Annexure 4

Computer Lab Rules

1. Timings will be as per the Academic Time Table of respective classes.
2. Tea, Snacks, Smoking etc. are not allowed inside the Computer Lab.
3. Students are not allowed to use personal Floppies, Pen Drives, CDs etc., in a Computer Lab. Only prescribed official, Pen Drives, CDs etc. should be used in the Computer Lab. to avoid *VIRUS* in Computers. No duplicate or pirated Software(s) are allowed to be used in Computer Labs.
4. Use of Computer Lab for personal work is prohibited. However, permission for doing personal work on payment basis may be given by the Director.
5. The students should use computer Labs only for doing projects related to their course work. For doing any other project work they must take prior approval of the Director in writing.
6. A student or a visitor who will not follow the above rules shall be fined heavily, even to the extent of expulsion from the program
7. These rules could be changed at any time by an executive order from the Director.

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

Annexure 5

Anti - Ragging Instructions

Students should note that **Ragging is banned** by a ruling of the Hon'ble Supreme Court of India. The Institute has made adequate arrangements to ensure that no incidence of ragging takes place. Faculty members have been appointed on duty in various Buildings and Floors, Canteens, outside the Main Gate of the Institute etc. to ensure the same. They will be on duty at least up to the conduct of Fresher Parties that should happen during the last week of August 2010.

Students must not indulge in any such activity that could even be remotely associated with or termed as ragging by any fresher.

According to the Hon'ble Supreme Court of India ***ragging includes "disorderly behavior / treatment with fellow student whether by words, spoken or written or by an act which has the effect of teasing, treating and handling with rudeness any other student, indulging in rowdy or indecent activities, which may cause or is likely to cause physical or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student"***.

Some of the punishments for students directly or indirectly involved in ragging and its abetment are as follows:

- Cancellation of Admission.
- Suspension from attending classes.
- Suspension / Expulsion from the Hostel.
- Expulsion from the Institution.
- Fine up to Rs. 2,50,000/-
- Lodging FIR / Police Action against an offender.
- Rigorous Imprisonment up to 3 years (under the Court of Law).

As a measure of preventing ragging we send letters to the parents of our senior students so that they can counsel their wards for not indulging in ragging of any type. Parents of our senior students are also required to sign the undertaking that they know about the above rulings and the punishments for those who happen to indulge in ragging and that their wards will not indulge in ragging. Similarly, the students are required to give an undertaking that they know the above rulings and punishment for those who happen to indulge in ragging and that they will not indulge in ragging. The formats of the letter to the parents and undertakings are given in the following pages.

We have understood all the above rules & we undertake to follow these under all circumstances.

Student's Name & Signature

Parent's Name & Signature

Letter for the Parent

Date: _____

Dear Parent,

Sub.: Prevention of Ragging.

IMS Dehradun is an Institution with many challenges and opportunities. It will be our pleasure to have your son / daughter back with us at the commencement of the New Session.

As you may know, Ragging is banned by a ruling of the Hon'ble Supreme Court of India. According to the Court, ragging includes "disorderly behavior / treatment with fellow student whether by words, spoken or written or by an act which has the effect of teasing, treating and handling with rudeness any other student, indulging in rowdy or indecent activities, which may cause or is likely to cause physical or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student".

We have been able to maintain IMS, Dehradun campus as a "**Ragging Free Campus**". This has been possible because of your invaluable support. We look forward to your continuing support in the next Session commencing in August 2010 and subsequent years for maintaining "**Ragging Free Campus**".

Some of the punishments for students directly or indirectly involved in ragging and its abetment are as follows:

- Cancellation of Admission.
- Suspension from attending classes.
- Suspension / Expulsion from the hostel.
- Expulsion from the Institution.
- Fine up to Rs. 2,50,000/-
- Lodging FIR / Police Action against an offender.
- Rigorous Imprisonment up to 3 years (under the Court of Law).

The Institute makes adequate arrangements to avoid incidence of ragging in and around the campus. You are also requested to counsel your ward and see that he / she does not indulge directly or indirectly in ragging in any form.

The enclosed Undertakings are required to be completed and signed by you and your ward on Rs.10 non-judicial stamp papers, and deposited with the Registrar, IMS, Dehradun by 25 July 2010. Your support in maintaining "**Ragging Free Campus**" will go a long way in enhancing the image of IMS, Dehradun.

Enclosed please find a copy of our Quarterly News Letter (IMS Communique)

With warm regards,

(Dr Pawan K Aggarwal)

Director

Copy to the Student:

Name: _____ Class _____

Sem. & Section _____ Student ID _____

Declaration and Undertaking to be given by a Student of IMS Dehradun about Prevention of Ragging

Note: This undertaking is to be submitted to the Registrar, IMS Dehradun by 25 July 2010 on a Rs.10 Non-Judicial Stamp Paper.

Declaration and Undertaking given to IMS Dehradun, by a student

I do hereby declare that I have received a copy of the letter dated _____, addressed to my parents, regarding prevention of Ragging, and I am fully aware of the fact that Ragging is banned by a ruling of the Hon'ble Supreme Court of India. According to the Court, ragging includes "disorderly behavior / treatment with fellow student whether by words, spoken or written or by an act which has the effect of teasing, treating and handling with rudeness any other student, indulging in rowdy or indecent activities, which may cause or likely to cause physical or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student".

I am fully aware of the fact that the punishments for students directly or indirectly involved in the ragging and its abetment are as follows:

- Cancellation of Admission.
- Suspension from attending classes.
- Suspension / Expulsion from the hostel.
- Expulsion from the Institution.
- Fine up to Rs. 2,50,000/-
- Lodging FIR / Police Action against an offender.
- Rigorous Imprisonment up to 3 years (under the Court of Law).

I do hereby undertake that I shall not indulge in any form of ragging directly or indirectly.

Signature of the Student _____

Name _____ ID _____

Roll No _____ Telephone / Mobile No _____

Address _____

Date _____

Place _____

Declaration and Undertaking to be given by the Parents of a Student of IMS Dehradun about Prevention of Ragging

Note: This undertaking is to be submitted to the Registrar, IMS Dehradun by 25 July 2010 on a Rs.10 Non- Judicial Stamp Paper.

Declaration and Undertaking given to IMS Dehradun, by the Parents

I do hereby declare that I have received a copy of the letter dated _____ regarding prevention of Ragging, and I am fully aware of the fact that Ragging is banned by a ruling of the Hon'ble Supreme Court of India. According to the Court, ragging includes "disorderly behavior / treatment with fellow student whether by words, spoken or written or by an act which has the effect of teasing, treating and handling with rudeness any other student, indulging in rowdy or indecent activities, which may cause or likely to cause physical or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student".

I am fully aware of the fact that the punishments for students directly or indirectly involved in the ragging and its abetment are as follows:

- Cancellation of Admission.
- Suspension from attending classes.
- Suspension / Expulsion from the hostel.
- Expulsion from the Institution.
- Fine up to Rs. 2,50,000/-
- Lodging FIR/Police Action against an offender.
- Rigorous Imprisonment up to 3 years (under the Court of Law).

I do hereby undertake that my ward shall not indulge in any form of ragging directly or indirectly.

Signature of the Parent _____

Full Name _____

Telephone / Mobile No _____

Address _____

The details of my ward are:

Name _____

Class _____

Sem. & Section _____

ID _____

Roll No. _____

Date _____

Place _____

Annexure 6

Tentative Academic Schedule 2010-11 (For Semester System Programs)

S.No.	Name of the Activity	Date(s)
01.	Odd Semester Session 2010-11 begins	27 July - 16 August 2010
02.	Art of Living Programs (YES + or Basic)	28 July – 8 Sept. 2010
03.	Fresher Parties for the newcomers	26-31 August 2010
04.	Conduct of First Sessional Test	4 th week of Sept. 2010
05.	Conduct of Second Sessional Test	4 th week of Oct. 2010
06.	Week for Industrial Visits / Picnics	Second Week of Nov. 2010
07.	Conduct of Third Sessional Test	4 th week of Nov.2010
08.	End Semester Examination: Odd Semesters	Dec. 2010
09.	Industrial Tours / Training (wherever required)	Jan. 2011
10.	Even Semester Teaching Begins	Third week of Jan. 2011
11.	Cultural Festival	Third week of Feb. 2011
12.	Conduct of First Sessional Test	First week of March 2011
13.	Conduct of Second Sessional Test	First week of April 2011
14.	Conduct of Third Sessional Test	First week of May 2011
15.	Farewell Parties	Second week of May 2011
16.	End Semester Examination: Even Semesters	Third week of May 2011
17.	Summer Training (wherever required)	June 2011

Annexure 7

List of Holidays for Teaching, Non-teaching and Support Staff: Year 2010

A. List of Gazetted Holidays

Sr. No.	Holidays / Festivals	Date	Day
1	Republic Day	26 th January	Tuesday
2	Holi (Dhulendi)	1 st March	Monday
3	Ambedkar Jayanti	14 th April	Wednesday
4	Independence Day	15 th August	Sunday
5	Raksha Bandhan	24 th August	Tuesday
6	Mahatma Gandhi Jayanti	2 nd October	Saturday
7	Dussehra	17 th October	Sunday
8	Diwali	6 th November	Saturday
9	Goverdhan Pooja	7 th November	Sunday
10	Bhaiya Dooj	8 th November	Monday
11	Christmas	25 th December	Saturday

B. List of Restricted Holidays

Sr. No.	Holidays / Festivals	Date	Day
1	Maha Shivratri	12 th February	Friday
2	Holi	28 th February	Sunday
3	Ram Navmi	24 th March	Wednesday
4	Mahavir Jayanti	28 th March	Sunday
5	Good Friday	2 nd April	Friday
6	Budh Purnima	27 th May	Thursday
7	Janmashtami	2 nd September	Thursday
8	Id-UI-Fitr*	11 th September	Saturday
9	Id-UI-Zuha (Bakrid)*	17 th November	Wednesday
10	Guru Nanak Jayanti	21 st November	Sunday
11	Moharram*	17 th December	Friday

* Subject to change in visibility of Moon.

C. List of Holidays for Students: Year 2010

S. No.	Holidays/ Festivals	Date	Day
1	Republic Day	26 th January	Tuesday
2	Maha Shivratri	12 th February	Friday
3	Holi	28 th February	Sunday
4	Dhulendi	1 st March	Monday
5	Ram Navmi	24 th March	Wednesday
6	Mahavir Jayanti	28 th March	Sunday
7	Good Friday	2 nd April	Friday
8	Ambedkar Jayanti	14 th April	Wednesday
9	Budh Purnima	27 th May	Thursday
10	Independence Day	15 th August	Sunday
11	Raksha Bandhan	24 th August	Tuesday
12	Janmashtami	2 nd September	Thursday
13	Id-UI-Fitr*	11 th September	Saturday
14	Mahatma Gandhi Jayanti	2 nd October	Saturday
15	Dussehra	17 th October	Sunday
16	Diwali	4 th , 5 th , 6 th November	Thursday, Friday & Saturday
17	Goverdhan Pooja	7 th November	Sunday
18	Bhaiya Dooj	8 th November	Monday
19	Id-UI-Zuha (Bakrid)*	17 th November	Wednesday
20	Guru Nanak Jayanti	21 st November	Sunday
21	Moharram*	17 th December	Wednesday
22	Christmas	25 th December	Saturday

* Subject to change in visibility of Moon.

Annexure 8

Assignment of Additional Responsibilities to Faculty Members (As on 20 July 2010)

The allocation of additional responsibilities for faculty members is as follows:

Group A - General

Sr. No.	Name	Designation
1.	Prof. Brij B. Singha	Dean R & D
2.	Prof. Swati Bisht	HOD-Admissions
3.	Prof. Swati Bisht	HOD-International Linkages
4.	Col. Nawal Khosla	Dean (student welfare)
5.	Prof. Dharmendra Kumar	COE-All Courses
6.	Mr. Manoj Kumar	Deputy COE-UTU Courses/PGDM
7.	Prof. P.D.Saxena	Deputy COE-HNBGU Courses
8.	Mr. Satyajee Srivastava	Co-ordinator Sports
9.	Mr. Anand Singh	Co-ordinator-1 Extra Curricular Activities
10.	Dr. Swati Anand	Co-ordinator-2 Extra Curricular Activities
11.	Prof. Ashulekha Gupta	Editor Spectrum
12.	Ms. Parvi Bharti	Editor Newsletter
13.	Mr. R.S.Kalchuri	Hostel Warden-Boys
14.	To be decided	Hostel Warden-Girls

Group B – Management (MBA, MIB, BBA)

Sr. No.	Name	Designation
1	Prof. Sachin Sinha	Dean Management (MBA/MIB/BBA)
2	Prof. Ranjeet Mukherji	HOD-MBA
3	Prof. Ashulekha Gupta	HOD-MIB
4	Prof. Omdeep Gupta	HOD-BBA
5	Dr. Namrata Prakash	HOD R & D - Management
6	Dr. Shruti Nagar	Editor Pragmaan: JOM
7	Prof. Deependra Sharma	HOD T&P & Alumni (Management)
8	Ms. Anubha Sharma	Co-ordinator T&P & Alumni (MIB)
9	Mr. Gaurav Pant	Co-ordinator T&P & Alumni (BBA)

Class Coordinators

Sr. No.	Name	Class
1	Ms. Raksha Painuly	MBA I A
2	Dr. Namrata Prakash	MBA I B
3	Mr. Amar Mishra	MBA III A
4	Dr. Shruti Nagar	MBA III B
5	Ms. Parvi Bharti	MIB I
6	Ms. Nutan Singh	MIB III
7	Ms. Reeta Rautela	BBA I A
8	Mr. Rahul Kuchhal	BBA I B
9	Ms. Bavneet Kaur	BBA I C
10	Mr. R.S. Kalchuri	BBA I D
11	Mr. Asif Khan	BBA III A
12	Dr. Swati Anand	BBA III B
13	Ms. Bhawna Chahar	BBA III C
14	Mr. Vinay Jain	BBA III D
15	Ms. Deepika Sharma	BBA V A
16	Ms. Kaynat Nasser	BBA V B
17	Mr. Amit Uniyal	BBA V C
18	Ms. Anu Simon	BBA V D

Group C – PGDM

Sr. No.	Name	Designation
1	Prof. Swati Bisht	Dean – PGDM
2	Prof. Nilesh Arora	Coordinator T&P
3	Prof. Deepti Sinha	Exam Coordinator
4	Prof. Sandeep Kautish	Alumni-I/C
5	Dr. Sonali Yadav	Time Table & Extra Curricular Activities I/C

Class Coordinators

Sr. No.	Name	Class
1	Ms. Nibedita Biswas	PGDM -1
2	Prof. B.B. Nautiyal	PGDM-III

Group D – Information Technology (MCA, BCA, BSc IT)

Sr. No.	Name	Designation
1	Prof. Rajeev Srivastava	Dean – IT
2	Prof. Vaibhav Panwar	Head – (T&P, Infrastructure, VAP)-IT
3	Prof. Udai Bhan Trivedi	HOD – MCA
4	Prof. Sandeep Malik	HOD – BCA & BSc IT
5	Prof. Monika Chauhan	HOD – R&D (IT)
6	Prof. Monika Chauhan	Editor Pragmaan: JOIT
7	Mr. Vishok Kumar Singh	Coordinator – (T&P-IT-PG)
8	Mr. Gautam Bose	Coordinator – (T&P-IT-UG)

Class Coordinators

Sr. No.	Name	Class
1	Ms. Shruti Rastogi	MCA I A
2	Mr. Subodh Kumar	MCA I B
3	Mr. Satyajee Srivastava	MCA III A & B
4	Ms. Shikha Saraswat	MCA V A
5	Mr. Vishok Kumar	MCA V B
6	Ms. Sumiti Kapoor	BCA I A
7	Ms. Neha Arora	BCA I B
8	Mr. Ramesh C. Bharti	BCA III
9	Ms. Pooja	BCA V A
10	Ms. Sweta Upadhyaya	BCA V B
11	Mr. Anjul Kumar Tyagi	Bsc-IT I
12	Mr. Gautam Bose	Bsc-IT III
13	Mr. Anand Singh	Bsc-IT V

Group E – Mass Communication (MAMC, BAMC)

Sr. No.	Name	Designation
1	Mr. Sushil Rai	HOD – Mass Commn.
2	Mohd. Shariq	Coordinator – T&P -Mass Comm
3	Mr. Dhiraj Shukla	Editor Pragmaan: JOMC

Class Coordinators

Sr. No.	Name	Class
1	Mr. Dhiraj Shukla	MAMC
2	To be decided	BAMC 1 st Year
3	Mr. Deepak Uniyal	BAMC 2 nd & 3 rd Years

Annexure 9

Our Toppers

A. Our Toppers of the Academic Year 2008–09

Course	Batch	Class	ID	Name of Student	Rank	% of Marks	
PGDM	2007-09	PGDM-III	PGD07001	Shradha Chadha	1 st	81.50%	
			PGD07022	Vinod Kumar Sirswa	2 nd	81.25%	
			PGD07049	Swati Sharma	3 rd	80.38%	
		PGDM-IV	PGD07001	Shradha Chadha	1 st	81.50%	
			PGD07022	Vinod Kumar Sirswa	2 nd	80.00%	
			PGD07057	Vaibhav Gupta	3 rd	78.50%	
	2008-10	PGDM-I	PGD08054	Sumit Gaikwad	1 st	81.50%	
			PGD08007	Aman Sethi	2 nd	80.25%	
			PGD08055	Supriya Nagpal	3 rd	78.50%	
		PGDM-II	PGD08054	Sumit Gaikwad	1 st	81.25%	
			PGD08006	Akash Singh	2 nd	80.00%	
			PGD08007	Aman Sethi	3 rd	79.75%	
MBA	2007-09	MBA-III	MB07017	Shivani Grover	1 st	82.50%	
			MB07072	Neha Agarwal	2 nd	81.00%	
			MB07007	Neha Gupta	3 rd	80.00%	
		MBA-IV	MB07017	Shivani Grover	1 st	80.88%	
			MB07049	Neha Mittal	2 nd	80.50%	
			MB07046	Anubha Bhargava	3 rd	79.75%	
	2008-10	MBA-I	MB08051	Swati Goyal	1 st	78.13%	
			MB08057	Pooja Lamgaria	2 nd	75.13%	
			MB08006	Sahiba Johar	3 rd	74.75%	
		MBA-II	MB08053	Govind Kumar Gupta	1 st	75.88%	
			MB08046	Kanchan Verma	2 nd	75.50%	
			MB08051	Swati Goyal	3 rd	75.38%	
MCA	2006-09	MCA-V	MC06092	Suprabhat Joshi	1 st	78.42%	
			MC06101	Vandana Rathore	2 nd	77.50%	
			MC06043	Shilpa	3 rd	77.25%	
		MCA-VI	MC06109	Tribhuwan Chandra Kandpal	1 st	93.40%	
			MC06092	Suprabhat Joshi	2 nd	92.80%	
			MC06041	Neeraj Pandey	3 rd	92.60%	
	2007-10	MCA-III	MC07091	Sumit Kumar Tiwari	1 st	77.74%	
			MC07077	Ruchi Kapil	2 nd	77.48%	
			MC07048	Pooja	3 rd	77.22%	
		MCA-IV	MC07032	Neha	1 st	76.56%	
			MC07107	Anurag Benjwal	2 nd	74.96%	
			MC07040	Anjali Joshi	3 rd	74.80%	
		2008-11	MCA-I	MC08119	Vikas Kumar	1 st	76.61%
				MC08010	Sakshi Arora	2 nd	76.17%
				MC08104	Surbhi Buddhi	3 rd	74.87%
	MCA-II		MC08113	Rahul Agarwal	1 st	76.16%	
			MC08010	Sakshi Arora	2 nd	75.68%	
			MC08081	Manoj Prasad Bhatt	3 rd	73.60%	

A. Our Toppers of the Academic Year 2008–09 (Continued)

Course	Batch	Class	ID	Name of Student	Rank	% of Marks
MIB	2007-09	MIB-III	MIB07033	Divya Gupta	1 st	74.42%
			MIB07035	Poorvi Gupta	2 nd	74.14%
			MIB07023	Mitu Singh	3 rd	72.71%
		MIB-IV	MIB07035	Poorvi Gupta	1 st	76.14%
			MIB07033	Divya Gupta	2 nd	74.57%
			MIB07023	Mitu Singh	3 rd	72.71%
	2008-10	MIB-I	MIB08027	Meenakshi Mahendru	1 st	76.00%
			MIB08043	Prachi Singhal	2 nd	72.85%
			MIB08007	Ankit Garg	3 rd	72.14%
		MIB-II	MIB08043	Prachi Singhal	1 st	76.00%
			MIB08027	Meenakshi Mahendru	2 nd	75.57%
			MIB08042	Pooja Srivastava	3 rd	71.29%
BBA	2006 – 09	BBA-V	BB06118	Rajbeer Gill	1 st	81.00%
			BB06173	Ambreen Zehra Zaidi	2 nd	80.40%
			BB06152	Nupur Gusain	3 rd	78.00%
		BBA-VI	BB06173	Ambreen Zera Zaidi	1 st	76.20%
			BB06139	Deepika Dalakoti	2 nd	75.80%
			BB06118	Rajbeer Gill	3 rd	74.20%
	2007 – 10	BBA-III	BB07166	Anamika Rastogi	1 st	76.60%
			BB07121	Priyanka Bhatia	2 nd	76.00%
			BB07147	Rashmi Chauhan	3 rd	75.20%
		BBA-IV	BB07173	Rashmi Chauhan	1 st	72.60%
			BB07062	Neha Jain	2 nd	69.20%
			BB07081	Neha Sharma	3 rd	69.00%
	2008 – 11	BBA-I	BB08008	Himani Sharma	1 st	78.80%
			BB08122	Vandana Singh	2 nd	76.80%
			BB08063	Vinita Grover	3 rd	76.40%
		BBA-II	BB08183	Ranganath	1 st	74.60%
			BB08001	Renuka Singhal	2 nd	74.40%
			BB08178	Srishti Uniyal	3 rd	73.20%
BCA	2006 – 09	BCA-V	BC06091	Beenu Goyal	1 st	85.00%
			BC06084	Deepika Agarwal	2 nd	79.28%
			BC06073	Juhi Dargan	3 rd	79.14%
		BCA-VI	BC06091	Beenu Goyal	1 st	84.75%
			BC06084	Deepika Agarwal	2 nd	83.75%
			BC05012	Ashish Mehta	3 rd	80.25%
	2007 – 10	BCA-III	BC07071	Mahak Garg	1 st	85.71%
			BC07107	Ambika Jain	2 nd	82.71%
			BC07082	Sandeep Tomar	3 rd	81.42%
		BCA-IV	BC07020	Deepak Singh Rawat	1 st	84.85%
			BC07071	Mahak Garg	2 nd	81.28%
			BC07082	Sandeep Tomar	3 rd	81.00%

A. Our Toppers of the Academic Year 2008–09 (Continued)

Course	Batch	Class	ID	Name of Student	Rank	% of Marks
BCA	2008 – 11	BCA-I	BC08061	Neha Giroti	1 st	84.86%
			BC08113	Mayank Srivastava	2 nd	82.57%
			BC08078	Shivani Thapliyal	3 rd	80.29%
			BC08114	Nirmala Bisht	3 rd	80.29%
		BCA-II	BC08061	Neha Giroti	1 st	86.28%
			BC08078	Shivani Thapliyal	2 nd	84.71%
BSC.IT	2006 – 09	BSC.IT-V	BS06005	Megha Sharma	1 st	80.00%
			BS06071	Harpreet Marwaha	2 nd	78.28%
			BS06040	Nivesh Sharma	3 rd	77.85%
		BSC.IT-VI	BS06040	Nivesh Sharma	1 st	79.30%
			BS06005	Megha Sharma	2 nd	77.66%
	2007 – 10	BSC.IT-III	BS06030	Lavneesh Chandna	3 rd	77.00%
			BS07081	Shubhra Dixit	1 st	85.28%
			BS07054	Swati Rahal	2 nd	79.85%
		BSC.IT-IV	BS07017	Archana Jalan	3 rd	79.00%
			BS07054	Swati Rahal	1 st	82.43%
			BS07081	Shubhra Dixit	2 nd	77.57%
	2008 – 11	BSC.IT-I	BS07052	Niharika Asthana	3 rd	75.14%
			BS08045	Sonali Sharma	1 st	75.14%
			BS08040	Neha Negi	2 nd	74.71%
		BSC.IT-II	BS08011	Mayank Jain	3 rd	73.85%
BS08057			Swapnil Shukla	1 st	76.57%	
MAMC	2007-09	MAMC-III	BS08056	Komal Jaiswal	2 nd	76.29%
			BS08045	Km. Sonali Sharma	3 rd	76.14%
			MJ07015	Nazia Jamal	1 st	71.80%
		MAMC-IV	MJ07001	Garima Negi	2 nd	66.20%
			MJ07014	Geetanjali	3 rd	63.00%
			MJ07015	Nazia Jamal	1 st	71.80%
	2008 -10	MAMC-I	MJ07001	Garima Negi	2 nd	68.60%
			MJ07005	Diksha Badola	2 nd	68.60%
			MJ07020	Pallavi Bijalwan	3 rd	66.40%
		MAMC-II	MJ08001	Lalit Kumar	1 st	66.00%
			MJ08004	Sarvesh Daniel	2 nd	62.00%
			MJ08010	Rachna Matoo	3 rd	62.00%
			MJ08015	Khawas Riyaj	1 st	64.00%
			MJ08010	Rachna Matoo	1 st	64.00%
			MJ08008	Barkha Sharma	2 nd	63.60%
			MJ08004	Sarvesh Daniel	3 rd	62.40%
			MJ08013	Lokesh Singh	3 rd	62.40%
			MJ08006	Poonam Rawat	3 rd	62.40%

A. Our Toppers of the Academic Year 2008–09(Continued)

Course	Batch	Class	ID	Name of Student	Rank	% of Marks
BAMC	2006 – 09	BAMC 3 rd Year	BJ06001	Pallavi Singh	1 st	73.00%
			BJ06023	Kumari Priya Rajpal	2 nd	71.20%
			BJ06005	Aanchal Kainthola	3 rd	70.00%
	2007 – 10	BAMC 2 nd Year	BJ07005	Eena Datta	1 st	66.17%
			BJ07030	Tripti Bisht	2 nd	63.33%
			BJ07001	Alisha Chadha	3 rd	60.83%
	2008 – 11	BAMC 1 st Year	BJ08004	Simarpreet Kaur Bedi	1 st	70.17%
			BJ08007	Fareeda James	2 nd	69.83%
			BJ08006	Ananya Dhawan	3 rd	68.17%

B. Our Toppers of the Academic Year 2009-10

Course	Batch	Class	ID	Name of Student	Rank	% of Marks
PGDM	2008-10	PGDM-III	PGD08054	Sumit Gaikwad	1 st	85.38%
			PGD08034	Neha Sood	2 nd	84.50%
			PGD08010	Ankita Sati	3 rd	83.00%
	2009-11	PGDM-I	PGD09049	Shweta Sharma	1 st	79.38%
			PGD09058	Vrati Kamboj	2 nd	79.00%
			PGD09036	Richa Srivastava	3 rd	78.88%
MBA	2008-10	MBA-III	MB08051	Swati Goyal	1 st	79.88%
			MB08062	Kalpana Adhikari	2 nd	79.13%
			MB08086	Aakanksha Dwivedi	3 rd	78.75%
	2009-11	MBA-I	MB09A05	Divya Modi	1 st	83.38%
			MB09A04	Ajay Agarwal	2 nd	80.63%
			MB09B54	Sumbul Fatima	3 rd	79.50%
MCA	2007-10	MCA-V	MC07107	Anurag Benjwal	1 st	80.75%
			MC07040	Anjali Joshi	2 nd	78.42%
			MC07073	Mohd. Toshif	3 rd	77.58%
	2008-11	MCA-III	MC08010	Sakshi Arora	1 st	80.43%
			MC08001	Priyanka	2 nd	78.70%
			MC08104	Surbhi Bhuddi	3 rd	77.74%
	2009 – 12	MCA-I	MC09A41	Sarika Garg	1 st	80.43%
			MC09A01	Himanshu Joshi	2 nd	75.83%
			MC09A03	Bhumika Dutta	3 rd	73.74%
MIB	2008-10	MIB-III	MIB08027	Meenakshi Mahendru	1 st	79.50%
			MIB08043	Prachi Singhal	2 nd	79.00%
			MIB08042	Pooja Srivastava	3 rd	77.50%
	2009-11	MIB-I	MIB0923	Neha Sahani	1 st	71.20%
			MIB0908	Km. Tazeen Zaidi	2 nd	70.40%
			MIB0943	Deepika Tandon	3 rd	69.10%

B. Our Toppers of the Academic Year 2009-10(Continued)

Course	Batch	Class	ID	Name of Student	Rank	% of Marks	
BBA	2007 – 10	BBA-V	BB07166	Anamika Rastogi	1 st	75.20%	
			BB07156	Shubham Jain	2 nd	74.40%	
			BB07180	Anjali Kesarwani	3 rd	72.00%	
	2008-11	BBA-III	BB08063	Vinita Grover	1 st	74.60%	
			BB08122	Vandana Singh	2 nd	74.20%	
			BB08001	Renuka Singhal	3 rd	73.60%	
	2009 – 12	BBA-I	BB09D09	Rukhsar Ahsan	1 st	77.20%	
			BB09D03	Nupur Srivastava	2 nd	76.80%	
			BB09B04	Shefali Rajput	3 rd	76.20%	
BCA	2007 – 10	BCA-V	BC07071	Mahak Garg	1 st	84.50%	
			BC07010	Monika Jadwan	2 nd	82.10%	
			BC07020	Deepak Singh Rawat	3 rd	80.10%	
	2008 – 11	BCA-III	Marksheets Sent for Rectification				
	2009 – 12	BCA-I	BC09A09	Kavita Kataria	1 st	82.86%	
			BC09A25	Bulbul Agarwal	2 nd	81.86%	
			BC09A24	Shruti Gupta	3 rd	81.29%	
	BSC.IT	2007 – 10	BSC.IT-V	BS07081	Shubhra Dixit	1 st	83.40%
				BS07054	Swati Rahal	2 nd	82.40%
BS07031				Ashish Negi	3 rd	79.80%	
2008 – 11		BSC.IT-III	BS08051	Mansoor Ahmad Sheikh	1 st	83.71%	
			BS08002	Aanchal	2 nd	79.71%	
			BS08057	Swapnil Shukla	3 rd	79.14%	
2009 – 12		BSC.IT-I	BS09A17	Rajat Kishore	1 st	77.29%	
			BS09A13	Nensi Gupta	2 nd	74.43%	
			BS09A06	Garima Jindal	3 rd	74.00%	
MAMC	2008-10	MAMC-III	MJ08010	Rachna Matoo	1 st	72.00%	
			MJ08001	Lalit Kumar	2 nd	70.40%	
			MJ08006	Poonam Rawat	3 rd	70.00%	
			MJ08004	Sarvesh Daniel	3 rd	70.00%	
			MJ08015	Khawar Riyaz	3 rd	70.00%	
	2009 -11	MAMC-I	MJ0903	Vandana Mehra	1 st	73.00%	
			MJ0909	Kapil Garg	2 nd	71.40%	
			MJ0902	Swati Pant	3 rd	69.80%	

Annexure 10

Select Email IDs of Relevance

Sr. No.	Designation	Email IDs
1	Secretary, IMS Society	secretary@ims.edu.in
2	Director	director@ims.edu.in
3	Registrar	registrar@ims.edu.in
4	Dean R & D	deanrd@ims.edu.in
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34	HOD R&D IT	hodrdit@ims.edu.in

Select Phone Numbers of Relevance

Sr. No.	Department	Phone Numbers
1	Secretary's Office	0135-2738004
2	Director's Office	0135-6454003, 0135-2738003, 0135-2738005 (Fax)
3	Registrar's Office	0135-6451006, 6541705, 0135-2738000, 2738001 (Extn.- 209)
4	Reception	0135-6454001, 0135-2738000, 2738001
5	Admissions	0135-6454002, 0135-2738002 (Fax)