

## **MANDATORY DISCLOSURES**

### ➤ **Name of the Institution**

- LLOYD SCHOOL OF MANAGEMENT STUDIES  
(FORMERLY: SKYLINE INSTITUTE OF MANAGEMENT & TECHNOLOGY)  
PLOT NO 3, KNOWLEDGE PARK-II, GREATER NOIDA, U.P. 201308  
PH: (0120) 2328201, 2328273, EMAIL: REGISTRAR@LLOYDCOLLEGE.IN

### ➤ **Name and address of the Trust/ Society/ Company and the Trustees**

- SATILILA CHARITABLE SOCIETY  
B 12, GREATER KAILASH ENCLAVE 1, NEW DELHI 110048  
PH: (0120) 2328201, 2328273, EMAIL: SATILILASKYLINE@GMAIL.COM

### ➤ **Name and Address of the Vice Chancellor/ Principal/Director**

- DR. PRADEEP BHARDWAJ  
PLOT NO 3, KNOWLEDGE PARK-II, GREATER NOIDA, U.P. 201308  
PH: (0120) 2328201, 2328273, EMAIL: registrar@lloydcollege.in

### ➤ **Name of the affiliating University**

DR APJ ABDUL KALAM TECHNICAL UNIVERSITY  
(Formerly: UTTAR PRADESH TECHNICAL UNIVERSITY)  
SECTOR 11, JANKIPURAM VISTAAR,  
LUCKNOW, UTTAR PRADESH

### ➤ **Governance:**

- **Members of the Board and their brief background**

S. No.	Designation	Name and Address
1.	President	Mr. Manohar Thairani Chartered Accountant S-273, GK-II, New Delhi-110048
2.	Members to be nominated by the Registered Society	Mr. Anil Kumar B. Tech© IT, BHU B-12, GK-I, New Delhi-10048
3.	Members to be nominated by the Registered Society	Ms. Bharti Thairani M. Com. S-273, GK-II, New Delhi-110048
4.	Members to be nominated by the Registered Society	Dr. A.K. Paliwal Plot No. 3, Knowledge Park-II Greater Noida, U.P.-201306
5.	An industrialist/ technologist/ educationist/ from the region to be nominated by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council	Dr. Damyanti Aggarwal M.B.B.S., M.S. (Gen. Surgery) D-61/36-A (K), Siddhgiri Bagh Varanasi-221010
6.	An industrialist/ technologist/ educationist/ from the region to be nominated by the State Govt.	To be nominated
7.	Nominee of the All India Council for Technical education-Regional Officer (Ex-Officio)	To be nominated
8.	Nominee of the affiliating University	To be nominated
9.	Member Secretary	Dr. Vandana Arora Secretary Lloyd School of Management Studies Plot No. 3, Knowledge Park-II Greater Noida, U.P.-201306

10.	Faculty member to be nominated	Dr. Pradeep Bhardwaj Director Lloyd School of Management Studies Plot No. 3, Knowledge Park-II Greater Noida, U.P.-201306
11.	Faculty member to be nominated	Dr. Alka Jyoti Professor Lloyd School of Management Studies Plot No. 3, Knowledge Park-II Greater Noida, U.P.-201306

### ➤ Grievance Redressal Mechanism for Faculty, Staff and Students

The Grievances Redressal Cell (GRC) is responsible to settle any type of grievances raised by the students, teachers and non-teaching staff of the institute. The committee is also authorized to initiate *suo* moto proceedings. It sometimes functions in tandem with the Discipline Committee and the Internal Complaints Cell, depending on the nature of the complaint, and membership of these three might overlap.

Members	Position	Mobile	Email id	Status	Frequen cy of Meeting s	Attendan ce
Dr. Pradeep Bhardwaj	Director,	9871381222	registrar@lloydcoll ege.in	Chairperson	As and when Require d	Full quorum required
Dr Alka Jyoti	Faculty	8979460002	alka.jyoti@lloydcol lege.in	Member Secretary		
Mr. Faisal Noman	Faculty	9953071325	faisalnoman007@g mail.com	Member		
Ms. Monika Kadam	Faculty	9911436648	monika.kadam@llo ycollege.in			
Mr Anup Nautiyal	Faculty	8273738487	anup.nautiyal@ lloycollege.in			
Mr. Manohar Thairani	President, Lloyd	9810025192	mthairani@yahoo.c om	Adjudication Authority		

#### Scope

- The Grievance Redressal Committee shall consider only individual grievances of specific nature of staff and students of the Institute raised individually by the concerned aggrieved employee/ student of the Institute.
- The Grievance Redressal Committee shall not consider any grievance of general applicability or of collective nature of raised collectively by more than one employee/ student.
- After receiving any application the Committee will decide on the merit of case regarding scope of further discussion.

#### Procedure, Periodicity and Attendance at Meetings

- The Grievance Committee will meet as and when required. However, if necessary, it may meet more frequently at the instance of the Chairperson or at the request of the other members to discuss the various issues received.
- At least three members of the Grievance Committee shall be present in a meeting.
- If a member of the Grievance Committee is connected with the grievance of the aggrieved individual, the concerned member of the Grievance Committee shall not participate in the deliberations regarding that individual's case.
- If the aggrieved person happens to be a member of the Grievance Committee, then he/she shall not participate in the deliberations as a member of the Committee when his/her representation is being considered.
- The Grievance Redressal Committee shall consider all grievances submitted in writing by an individual member of the Institute regarding employment/ association, working conditions and any other alleged injustice done to an employee/ student while discharging his/her duties at the Institute.

#### Procedure of Submitting Grievance

- The aggrieved member shall submit his/her petition to the Chairperson, Grievance Redressal Committee in a sealed envelope marked "confidential", along with supporting documents.
- The same can be submitted online through the Grievance Redressal link given on the Institute's website.

#### Mechanism of Redressal

- The Grievance Redressal Committee shall study the petition/ application and after looking into the relevant documents discuss with persons/ departments concerned.
- The Grievance Redressal Committee may mediate between the complainant and defendant against whom the complaint has been made, if required, and the aggrieved person may take back the complaint.
- The Committee shall submit its recommendations and report to the Director as expeditiously as possible, but in no case is to take more than three months of the date of petition/application.

- In case of any difficulties, the Grievance Committee shall have discussion with the Director before a decision is taken.
- The Director, as far as possible, shall be guided by the advice of the Grievance Redressal Committee unless the recommendations of Committee violate basic rules and norms of the Institute.
- After the recommendations are submitted to the Director, the final settlement of any grievance shall be made within a reasonable period (normally not exceeding two weeks).
- The decision of the Director shall be final and binding to all involved. Any dead-lock shall be resolved by the Director.
- In case of false and frivolous complaint (if proved), the Grievance Redressal Committee will recommend Competent Authority to take appropriate action against the complainant.

## STUDENT GRIEVANCE FORM

### FILL GRIEVANCES FORM

**Full Name**

**Mobile Number**

**Email ID**

**Programme/Course**

**Year Of Admission**

**Roll No.**

**Issue**

### ➤ Establishment of Anti Ragging Committee

Members	Position	Contact	Frequency of Meetings
Dr. Pradeep BhardwaJ	CHAIRPERSON	9891393280	As and when required
Dr Alka Jyoti	Member	9821891830	
Mr. Faisal Noman	Member	9953071325	
Mr. Anup Nautiyal	Member	8273738487	
Ms. Monika Kadam	Member	9911436648	
Ms. Aishwarya Nigam	Member	6392448044	
Mahendra Vikram Singh	Advocate Supreme Court	9810000862	
Amardeep Yadav	District Administration	8745928382	
Vaishali Joshi	Founder NGO Sunshine Society	9971799601	
Abhay Pratap Singh	Student	8562960925	
Aman Pramanik	student	8449699880	
Archana Tariyal	student	9560150185	
Naincy Singh	student	9717730150	

### Functions & Responsibilities

On receipt of the recommendation of the Anti-Ragging Committee/Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within 24 hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely:

- Abetment to ragging
- Criminal conspiracy to rag or Unlawful assembly and rioting while ragging
- Public nuisance created during ragging
- Violation of decency and morals through ragging
- Injury to body, causing hurt or grievous hurt
- Wrongful restraint
- Wrongful confinement
- Assault as well as sexual offences or unnatural offences
- Offences against property
- Physical or psychological humiliation
- Other offences following from the definition of “Ragging”.

### ➤ Establishment of Online Grievance Redressal Mechanism

**Display board within the premises as well as on the Web site of the Institution Indicating the feedback facility of students and Faculty available in AICTE Web-Portal**

- As per AICTE norms, the link for feedback of students and faculty is available in premises as well as on the Web site of LSMS:
- Link: <https://www.aicte-india.org/feedback>

### ➤ Establishment of Internal Committee (IC)

Members	Position	Frequency of Meetings	Attendance
Dr. Alka Jyoti	CHAIR PERSON	As and when Required	Quorum as decided by the Chairman of Committee
Dr. Pradeep Bhardwaj	Member		
Mr. Anup Nautiyal	MEMBER		
Ms. Monika Kadam	MEMBER		
Mr. Mohit Shukla	MEMBER		
Mr. Rajnish Tyagi	MEMBER		
Ms. Ridhima Singh	STUDENT		
Mr. Vimal Singh	STUDENT		
Mr. Rohit Jha	STUDENT		
Ms. Vaishali Joshi	FOUNDER, SUNSHINE SOCIETY		
Mr. Manohar Thairani	President, Lloyd Adjudication Authority		

### Introduction

In pursuance of UGC (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and Gender Sensitization, the Internal Complaints Committee (ICC) of LSMS is constituted:

- To deal with the complaints relating to Gender Sensitization, and Sexual harassment at work place.
- To spread awareness about gender-related issues and functioning of the ICC
- The institute has a zero-tolerance policy towards sexual harassment and is proactively committed to provide a safe conducive work and academic environment to students & employees. We at ICC are extremely alert to matters pertaining to any kind of harassment & gender sensitivity. Any female aggrieved in this matter may fearlessly approach the Presiding Officer of the ICC against sexual harassment.

### Standard Operation Procedure

- A complaint received in ICC is processed if it is a matter of sexual harassment of women at work place and Gender Sensitization.
- The members of the Internal Complaints Committee are the members of the Enquiry Committee and the whole process of enquiry is to be completed within the stipulated time of 90 days.
- After the complaint is received it is mandatory to take action within 7 days of receipt of the complaint.
- The Complainant is requested by the Enquiry Committee to appear before the Committee in a given date to present her case.
- A letter is sent to the respondent with the remark to provide the clarification within 10 days of the receipt of the intimation sent by the Enquiry Committee.
- After receipt of the response of the Respondent in ICC, the Respondent is requested by the Enquiry Committee to appear before the Committee in a given date to defend his case.

- If the Enquiry Committee is of the opinion that the matter is sensitive then immediate interim relief under Chapter V, Clause 12 (1) (a) of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 is provided to the Complainant.
- The interim relief to the Complainant is also given in the shape of leave/ transfer of the Complainant to any other department for the time being until the case is resolved.
- The Enquiry Committee also request the Complainant through a letter to provide the list of names of witness/es, documents if any, to the Enquiry Committee within 3 days' time.
- The concerned department is also requested to provide CCTV Camera footage of the incident if any through the Proctor LSMS to the Enquiry Committee of ICC.
- The Enquiry Committee also request the Respondent through a letter to provide the list of names of witness/es, documents if any, to the Enquiry Committee within 3 days' time.
- The witness/es are requested by the Enquiry Committee to appear before the Committee in a given date to present the case.
- The Enquiry Committee after hearing the witness/es again request the Complainant as well as the respondent to appear before the Committee in different dates for further clarification in the case.
- After going through all the documents and witness the Enquiry Committee submits the report and recommends the same to the higher institutional authority.
- The Complainant as well as the Respondent is also intimated through a letter regarding the submission of report to the higher institutional authority.
- All the files and reports are kept confidential in the office of the Internal Complaints Committee and the keys of Amirah are in custody of the Presiding Officer /Chairperson, ICC. After the closure of the case the original file is confidentially submitted to the Director, LSMS and a copy of the same is kept confidential in the ICC for office record.

### ➤ Establishment of Committee for SC/ST

Members	Position	Frequency of Meetings
Dr Pradeep Bhardwaj	Chairperson	As and when required
Dr. Alka Jyoti	Faculty	
Faisal Noman	Faculty	
Monika Kadam	Faculty	
Mr. Manoj Kumar	Non-Teaching Staff	
Mr. Jeet Singh	Non- Teaching Staff	

### Introduction

The SC/ST Committee ensures the effective implementation of the policies and programs of the Government of India, UGC and State Governments with regard to backward castes, classes and physically challenged. It also suggests measures for achieving the objectives laid down by the various government agencies.

### Objective

This Committee shall be functioning for the following objectives of this Act -

- To implement, monitor and evaluate continuously the Reservation Policy in the Institute (if any applicable).
- To take necessary steps of measuring for ensuring effective implementation of the policy & programmes/schemes of the State and Central Govt. for SC-ST, if any.
- To ensure the Prevention of Atrocities (as defined within the meaning of this Act) on the SC, ST Staff, Faculty and Students.
- To ensure the equal opportunity in matters of employment/promotions subject to fulfilling Qualification, Eligibility criteria and Merits.
- To hear and resolve the issues/complaints if any; of such nature of Atrocity reported/complained.
- To conduct the inquiries on the reported & complained issues and to aid and advice the Director & the Management of the Institute in this regard for the justice and smooth functioning of the Institute.
- There is an Advisory Committees & Special Cell at the institute Level for Aid & Advice and to hear appeals if any; in this regard.

### Functions of the SC/ST Committee:

The SC/ST Committee/Antidiscrimination Cell Committee will address the following issues/complaints of aggrieved SC/ST students/staff:

- Effective updating and implementation of the policy & programs /schemes of the State and Central Govt. for SC-ST
- Complaints of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes
- Irregularity in the admission process adopted by the Institute.
- Publishing any false or misleading information not based on facts in the Prospectus.

- Withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution.
- Demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution.
- Breach of the policy for reservation in admission as may be applicable.
- Non-payment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by the AICTE, or by any other authority.
- On provision of student amenities as may have been promised or required to be provided by the institution.
- Denial of quality education as promised at the time of admission or required to be provided.
- Non-transparent or unfair evaluation practices.
- Harassment and victimization of students/staff, including sexual harassment.

### ➤ **Internal Quality Assurance Cell**

The internal quality assurance mechanism of the institution may be called “Internal Quality Assurance Cell (IQAC)”. The IQAC is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the Institute.

Internal Quality Assurance Cell has been constituted and installed.

Members	Position	Frequency of Meetings
Dr. Pradeep Bhardwaj	Chairperson	As required
Dr Alka Jyoti	Faculty Member	
Mr. Mukesh Singh	Faculty Member	
Ms. Supriya Dang	Faculty Member	

### **Objective**

Its aim is to introduce a consistent plan of action that would lead the organization towards progress. It involves preparing strategies for

- Efficient & timely work processes
- Academic research & programs
- Affordable & innovative approaches
- Use of ICT for modernization of education
- Best assessment process for maintaining quality
- Ensuring the best infrastructure to achieve goals

### **Functions of IQAC**

The various functions that are expected from the IQAC cell.

- Setting quality benchmarks with consistent work
- Creating parameters to reach academic as well as non-academic learning goals
- Creating a student-centric teaching-learning environment
- Enabling faculty to efficiently use technical tools for innovation in education
- Considering the feedback of students, faculty & parents for the best practices
- Organizing various workshops & seminars for the quality education environment
- Documenting all the activities in chronological order & keeping a tab on improvements
- Preparing 100% accurate MIS reports for NAAC
- Preparing & submitting one of the most important - Annual Quality Assurance Report (AQAR)

➤ **Equal Opportunity Facilities Cell (EOFC) :** Available

### ➤ **Programmes**

- **Name of Programmes approved by AICTE:**
  - MBA (120 INTAKE)
- **Name of Programmes Accredited by NBA : Not Applicable**
- **Status of Accreditation of the Courses: Under Process**
- **Total number of Courses: ONE**
- **No. of Courses for which applied for Accreditation: NOT APPLICABLE**

- For each Programme the following details are to be given (Preferably in Tabular form):

Name	No. of Seats	Duration	Cut off marks/rank of admission during the last three years	Fees (As approved by the State Govt)	Placement Facilities
MBA	120	2 Years	As per AICTE / AKTU norms	94,742/-	Available

➤ **Faculty:**

Sl. No	Title	First Name	Last Name	Designation	Course
1	Dr.	PRADEEP	BHARDWAJ	DIRECTOR	MBA
2	Dr.	ALKA	JYOTI	PROFESSOR	MBA
3	Mr.	MOHD	FAISAL	ASSOCIATE PROFESSOR	MBA
4	Mr.	PRADEEP	BARTHWAL	ASSOCIATE PROFESSOR	MBA
5	Mr.	MUKESH	SINGH	ASSOCIATE PROFESSOR	MBA
6	Mr.	ANUP	NAUTIYAL	ASST PROFESSOR	MBA
7	Ms.	SHALINI	ANAND	ASST PROFESSOR	MBA
8	Mr.	FAISAL	NOMAN	ASST PROFESSOR	MBA
9	Ms.	MONIKA	KADAM	ASST PROFESSOR	MBA
10	Ms.	AISHWARYA	NIGAM	ASST PROFESSOR	MBA
11	Ms.	SUPRIYA	DANG	ASST PROFESSOR	MBA
12	Ms.	KRITIKA	BHATT	ASST PROFESSOR	MBA
13	Ms.	NEELAM	KUMARI	ASST PROFESSOR	MBA
14	Ms.	PARUL	DUBEY	ASST PROFESSOR	MBA
15	Ms.	RITIKA	UPADHYAY	ASST PROFESSOR	MBA

- Permanent Faculty: 15
- Adjunct Faculty: 0
- Permanent Faculty: Student Ratio: 1: 20

➤ **Profile of Vice Chancellor/ Director/ Principal/Faculty:**

- Name: Dr. Pradeep Bhardwaj
  - Date of Birth: 05/07/1984
  - Unique ID:
  - Education Qualifications: Ph.D, MBA, M.Com, B.Com
  - Work Experience: Teaching: 15, Industry: 02
- Area of Specialization: Finance & Marketing

## ➤ Fee

- Details of Fee, as approved by State Fee Committee, for the Institution

**MBA: 94,742/-**

(AS PER FEE FIXATION COMMITTEE U.P. ORDER NUMBER 180 DATED 09/06/2017 AND Government order no- 71096/ 16-1099 /1124/ 2019 dated 15-06-2021)

- Time schedule for payment of Fee for the entire Programme: HALF YEARLY  
(IN TWO INSTALLMENTS)
- No. of Fee waivers granted with amount and name of students: AS PER AKTU COUNSELLING
- Number of scholarship offered by the Institution, duration and amount: AS PER SAMAJ KALYAN VIBHAG / STATE GOVT. DIRECTIONS
- Criteria for Fee waivers/scholarship: AS PER RULES & REGULATIONS OF STATE GOVT. / AKTU
- Estimated cost of boarding and Lodging in Hostels: RS. 1,20,000/- PER ANNUM (APPROX)
- Any other fee please specify: AKTU EXAMINATION FEES (AS APPLICABLE)

## ➤ Admission

- Number of seats sanctioned with the year of approval**

S. No	Academic Year	Sanctioned Intake
1	2024-25	Master of Business Administration (MBA - 120)
2	2023-24	Master of Business Administration (MBA - 120)
3	2022-23	Master of Business Administration (MBA - 120)

- Number of Students admitted under various categories each year in the last three years**

S. No	Academic Year	Programme Name	Students admitted under various categories
1	2024-25	MBA	120
2	2023-24	MBA	122
3	2022-23	MBA	109

- Number of applications received during last year for admission under Management Quota / Lapsed Seats and number admitted

Name	2023-24
APPLICATIONS RECEIVED FOR ADMISSION UNDER MGT QUOTA / LAPSED SETS	264
STUDENTS ADMITTED	120

## ➤ Admission Procedure

- Mention the admission test being followed, name and address of the Test Agency/State Admission Authorities and its URL (website):

**Admissions are done through CUET PG Counselling and Merit in Qualifying Exam.**

**Common University Entrance Test, National Testing Agency and Dr. A P J Abdul Kalam Technical University Uttar Pradesh, Lucknow**



- Number of seats allotted to different Test Qualified candidate separately (AIEEE/ CET (State conducted test/ University tests/ CMAT/ GPAT)/ Association conducted test etc.)

#### **AS PER UPCET / AKTU / AICTE NORMS**

- Calendar for admission against Management/vacant seats: **AS PER UPCET / AKTU / AICTE NORMS**
- Last date of request for applications: **AS PER UPCET / AKTU / AICTE NORMS**
- Last date of submission of applications **AS PER UPCET / AKTU / AICTE NORMS**
- Dates for announcing final results **AS PER UPCET / AKTU / AICTE NORMS**
- Release of admission list (main list and waiting list shall be announced on the same day)  
**AS PER UPCET / AKTU / AICTE NORMS**
- Date for acceptance by the candidate (time given shall in no case be less than 15days) **AS PER UPCET / AKTU / AICTE NORMS**

- Last date for closing of admission: **AS PER UPCET / AKTU / AICTE NORMS**
- Starting of the Academic session: **AS PER UPCET / AKTU / AICTE NORMS**
- The waiting list shall be activated only on the expiry of date of main list
- The policy of refund of the Fee, in case of withdrawal, shall be clearly notified: **AS PER AICTE / AKTU / AICTE NORMS**

In case of cancellation of admission, fee will be refunded as per the AICTE notification and G.O. passed by the U.P. Government.

a. Request received before start of session : Entire fee after deduction of Rs.1000/-

b. Request received after start of session and seat not being filled by the College till the last date of admissions: Caution money only

In case of withdrawal from hostel, only security and mess charges (for unutilized months) are refundable on a pro rata basis.

#### ➤ **Criteria and Weightages for Admission**

- Describe each criterion with its respective weightages i.e. Admission Test, marks in qualifying Examination etc.: **AS PER UPCET / AKTU / AICTE NORMS**

Management (MBA)	2 years	Passed Bachelor Degree of minimum 3 years duration. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination
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- Mention the minimum Level of acceptance, if any: **AS PER UPCET / AKTU / AICTE NORMS**
- Mention the cut-off Levels of percentage and percentile score of the candidates in the admission test for the Last three years: **AS PER UPCET / AKTU / AICTE NORMS**
- Display marks scored in Test etc. and in aggregate for all candidates who were admitted: **AS PER UPCET / AKTU / AICTE NORMS**

#### ➤ **List of Applicant:**

List of candidate whose applications have been received along with percentile/percentages core for each of the qualifying examination in separate categories for open seats. List of candidate who have applied along with percentage and percentile score for Management quota seats (merit wise)

**AS PER UPCET / AKTU / AICTE NORMS**

#### ➤ **Results of Admission under Management seats/Vacant seats:**

- Composition of selection team for admission under Management Quota with the brief profile of Members (This information be made available in the public domain after the admission process is over): The admission committee comprising Group Director, Admission Director, HOD First Year of Institute make admission under Management Quota seats according to AICTE / AKTU norms.
- Score of the individual candidate admitted arranged in order or merit
- List of candidate who have been offered admission:
- Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list Candidate
- List of the candidate who joined within the date, vacancy position in each category before operation Of waiting list

**AS PER UPCET / AKTU / AICTE NORMS**

## ➤ Information of Infrastructure and Other Resources Available

- Number of Class Rooms and size of each 6 Number of 70 to 95 Sq. Mtr each
- Number of Tutorial rooms and size of each 2 Number of 70 Sq. Mtr each
- Number of Laboratories and size of each 1 Number of 95 Sq. Mtr each
- Number of Drawing Halls with capacity of each \_NOT APPLICABLE
- Number of Computer Centres with capacity of each 1 Number with 190 Sq. Mtr
- Central Examination Facility, Number of rooms and capacity of each 1 Number with 30 Capacity; 6 Number
- Online examination facility (Number of Nodes, Internet bandwidth, etc.): 60 PCs WITH INTERNET BANDWIDTH OF 500 MBPS
- Barrier Free Built Environment for disabled and elderly persons AVAILABLE
- Occupancy Certificate AVAILABLE
- Fire and Safety Certificate AVAILABLE
- Hostel Facilities AVAILABLE
- Library AVAILABLE
- Number of Library books/ Titles/ Journals available (Programme-wise) 652 TITLES 7487 BOOKS (e BOOKS are also available)
- List of online National/ International Journals subscribed: 12 JOURNALS SUBSCRIBED, ALSO DELNET AND NALANDA E CONSORTIUM MEMBERSHIP
- E- Library facilities: AVAILABLE
- National Digital Library (NDL) subscription details: SUBSCRIBED  
National Digital Library membership ID: INUPNC3VHNSSHGX:
- Laboratory and Workshop: AVAILABLE
- List of Major Equipment/Facilities in each Laboratory/Workshop:

Course	Name of the Laboratory	Lab / Major Equipment's
MASTERS IN BUSINESS ADMINISTRATION	COMPUTER CENTRE	DELL I5 PROCESSOR COMPUTERS, PRINTERS, SWITCH, UPS ETC
MASTERS IN BUSINESS ADMINISTRATION	LANGUAGE LAB.	DELL I5 PROCESSOR COMPUTERS, HEAD PHONES, UPS, PRINTERS ETC

- List of Experimental Setup in each Laboratory/Workshop  
**All experiments are conducted as per the syllabus prescribed by University**
- Computing Facilities
- Internet Bandwidth 500 MBPS
- Number and configuration of System 108 SYSTEMS WITH LATEST CONFIGURATION
- Total number of system connected by LAN 108 SYSTEMS CONNECTED BY LAN
- Total number of system connected by WAN 108 SYSTEMS CONNECTED BY WAN
- Major software packages available: AVAILABLE
- Special purpose facilities available (Conduct of online Meetings/Webinars/Workshops, etc.)  
AVAILABLE  
Video Conferencing Systems Along with Cameras, Audio Systems in Seminar halls for Webinar and Workshops and For Online Meetings.

## ➤ Facilities for conduct of classes/courses in online mode (Theory & Practical) : AVAILABLE

Classrooms equipped with Smart class Systems along with Audio Systems, Mic. and Internet for conducting online classes. Language Lab Software for Theory / Practical in Language Lab through Online Mode.

### • Innovation Cell: AVAILABLE

All the students are advised to note the important information about the STARTUP AND INNOVATION CELL of our institute. This cell is thus envisaged to network people, ideas, experience and resources to motivate the innovation community in the college. This cell helps to nurture the students' ideas and encourage them to bring up business proposals. The Innovation Cell may facilitate even in getting funds for the project.

Learning is a continuous process and there are always possibilities for improvement in the existing system around us. Using the facilities of workshops, laboratories, library including digital library facility, internet and intranet facilities and research facilities available in the institute, innovative ideas could be translated into reality or existing systems could be improved upon. The cell will consist of the following members.

S. No	NAME OF MEMBER	POSITION
1.	Dr Pradeep Bhardwaj	Chairperson
2.	Dr Alka Jyoti	MEMBER
3.	Faisal Noman	MEMBER

## Functions and Responsibilities

- To provide platform to realize and believe in themselves.
- To empower students to become young entrepreneurs.
- To create an innovative environment for the students to discover, develop, deploy and express their skills and talents.
- To motivate students to take part in Hackathons & prototype development, Technical Tutorials.
- To encourage students to carry out their hidden talents in various discipline of Engineering.

### • **Social Media Cell: AVAILABLE**

The institute is actively present on Facebook, Twitter, Instagram, LinkedIn etc. Information related to various events are posted on social media regularly.

This Cell is responsible for handling PR activities of the college. It caters to the three major domains of the institute including Public Relations, Website and Facebook Page Management and Official Newspaper/Newsletter of the institute.

The Cell manages the media relations of the institute and keeps the media updated with the happenings at the institute. This primarily involves covering various events of the college, writing press releases, taking photographs and ensuring that each and every event of the college gets its due media coverage.

The Cell provides content for periodic updating of the college website. Also the official Facebook page of college is managed by this cell.

The Cell also organizes various interesting events at the institute festival as well as during the academic session such as Orientation Program, Induction Program, Partv, TechFestS, Fun n Fair and Various such activities.

### **WORKING COMMITTEE**

S. No	Name	Responsibility
1.	Mr. Anup Nautiyal	Coordinator
2.	Mr.Faisal Noman	Member

- Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments NOT APPLICABLE

### • **List of facilities available**

#### • **Games and Sports Facilities AVAILABLE**

The college has always created a niche for itself in the field of sports. The college has since long times, been participating in various inter institution tournaments. In sports, our college provides facilities for both indoor and outdoor games to the students. Outdoor Games: A spacious play ground is available for outdoor games like Cricket, Football, Volleyball, Basketball, Badminton etc. Indoor Games: Facilities for the indoor games like Badminton, Table Tennis, Chess, Carrom etc, are provided to students in the college campus. A large number of sports activities are organized in the college aiding the students to display their talent in sports activities.

#### • **Extra-Curricular Activities AVAILABLE**

The institution is committed to attract students for participating in various extracurricular activities by ensuring consistent encouragement and motivation. The necessary facilities are provided and adequate funds are allotted. The sports and cultural committees supervise the extracurricular activities. The students who participate in these activities are provided with extra classes so that the time they have given in for the various activities can be compensated for.

#### • **Soft Skill Development Facilities AVAILABLE**

Academic excellence alone is not enough and cannot guarantee a good career. Certain personality attributes and soft skills are essential not only to get a good job placement but also to be able to contribute and grow in an organization. Taking cognizance of this, the college emphasises all round development through a range of extracurricular activities as well as organizing and conducting formal Personality Development Program. This programme is conducted by a professionals and includes training in communication skills, group discussion, interpersonal skills and interviews. This is a mandatory programme for students of the college. This programme helps in the overall personality development of

students. The whole exercise is intended to increase the employability of students. Amidst an inspiring and invigorating environment, students undergo training that turns them into top notch professionals

## Teaching Learning Process

- Curricula and syllabus for each of the Programmes as approved by the University YES
- Curriculum is available at website <https://aktu.ac.in/syllabus.html>
- Academic Calendar of the University AVAILABLE

प्रतिष्ठान के बीच / कुलसचिव / 2024 / 3923 दिनांक 2-9-2024



### DR. A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY, UTTAR PRADESH Jankipuram Vistar, Sector-11, Sitapur Road, Lucknow, 226031. ACADEMIC CALENDAR (For SESSION 2024-25)

FOR B.TECH./B.PHARM./B.ARCH./B.H.M.C.T./BFAD/BVOC/MBA/MBATM/MBA(I)/MCA/MCA(I)/BFA/M.TECH/M.PHARM/M.ARCH.		Date: August, 2024	
Ref. No.: ...../AKTU/RO/2024/			
S.N.	Particulars	Dates	
		Odd Semester	Even Semester
01	Commencement of Classes for Academic session 2024-25	1.(A) Sept. 01, 2024 For VII & IX Semester all programs. 1.(B) Sept. 15, 2024 For III, V Semester all programs. 1.(C) Oct. 01, 2024 For MBA III Semester, MCA III Semester and B Pharma V Semester.	1.(D) Jan. 25, 2025 For IV, VI, VIII and X Semester for all programs. 1.(E) Feb. 03, 2025 For MBA IV Semester, MCA IV Semester, and B Pharm VI Semester.
02	Last date of fresh admission and Commencement of Classes for First YEAR all courses	Sept. 15, 2024* (Oct. 01 For B. Arch.)	
03	Last date of submitting admission list of students to university (for newly admitted students)	Oct. 01, 2024* (Oct. 15 For B. Arch.)	
04	Last date of submitting Enrollment Form and Filling of Registration / Exam Form for regular & carry over Examination along with Fee.	Nov. 15, 2024*	
05	Dr Abdul Kalam Inter-Technical University Fests	Sports (Zonal Level): Oct. 23-26, 2024 Sports (State Level): Nov. 11-14, 2024 Lit., Mgt. & Tech. (Zonal Level): Nov. 21-23, 2024 Lit., Mgt. & Tech. (State Level): Dec. 05-07, 2024	Arts & Cultural (Zonal Level): Feb. 19-22, 2025 Arts & Cultural (State Level): Mar. 05-08, 2025
06	Last date of submitting Sessional marks of Theory & Practical to University.	Dec. 30, 2024 For I. (A) and I. (B). Jan. 07, 2025 For I. (C)	May 05, 2025 For I. (D) May 10, 2025 For I. (E)
07	Range of Dates for End Semester Theory Examinations	Dec. 24, 2024 to Jan. 30, 2025 For I. (A), I. (B) and I. (C)	Apr. 28, 2025 to May 30, 2025 For I. (D), I. (E)
08	Range of Dates for End Semester Practical Examination (PE)	Dec. 15, 2024 to Jan. 02, 2025 For I. (A), I. (B) and I. (C)	Apr. 20, 2025 to May 03, 2025 For I. (D), I. (E)
09	Last date for Submission of PE Marks.	Jan. 03, 2025 For I. (A) and I. (B) Jan. 15, 2025 For I. (C)	May 05, 2025 For I. (D) May 10, 2025 For I. (E)
10	Start of Evaluation of Answer sheets	Jan. 07, 2025 For I. (A) and I. (B) Jan. 16, 2025 For I. (C)	May 10, 2025 For I. (D) May 20, 2025 For I. (E)
11	End Semester Result Declaration	Feb. 25, 2025 For I. (A) and I. (B) Mar. 15, 2025 For I. (C)	Jun 15, 2025 For I. (D) Jun 30, 2025 For I. (E)
12	Summer Training / Internship**		Jun 01, 2025 to July 25, 2025.
13	Winter Vacations/Summer Vacation	From the Last date of Exam till Jan. 24, 2025 For I. (A) and I. (B) From the Last date of Exam till Feb. 02, 2025 For I. (C)	Jul. 15, 2025 to Jul. 31, 2025.
14	Commencement of Classes session 2025-26	For III, V, VII & IX Semester August. 01, 2025	

# Other than B Pharma (For First Year and Lateral Entry)

\*As per the Academic Calendar of AICTE.

\*\*Institutes/Colleges are advised to arrange the Internship / Mini Project (After Even Semester Exam of session 2023-24) in hybrid mode so that their classes are not affected.

#### IMPORTANT NOTES:-

- The Institute shall ensure minimum teaching hours as prescribed in the University ordinances for each semester. If required, the Director/Principal shall arrange extra classes, on weekends/holidays in online mode.
- The Institute should ensure that at least two class tests are conducted after completing 1/3<sup>rd</sup> & 2/3<sup>rd</sup> syllabus respectively. All students will be required to appear in both first- and second-class tests. If, for any reason beyond the control of students such as illness, tragic incident in family, the student fails to appear in any test, it will be the responsibility of the Principle/Director of the Institute to arrange make up class test for such students. If the student fails to appear in first class test, his makeup class test will be conducted before second class test and in case of second-class test at least one month before the start of end semester theory examination. The duration of class test will be minimum one hour for each class test, 70% attendance at 1<sup>st</sup> test and 75% attendance at second class test is required. Incase attendance is short; parents be informed accordingly on monthly basis.
- The Director/Principal of Institute shall ensure the submission of attendance of students regularly through Attendance Monitoring System (AMS) of the University and shall ensure that no student is allowed to appear in the examinations who has not attained the minimum required attendance as per norms prescribed in relevant ordinances. It will be obligatory on the part of the Director/Principal of the Institute to detain such students and their admit cards will not be issued to them. A list of students detained from appearing in University Examination(s) be submitted to their Examination center before the commencement of the theory examination.
- The teachers who are assigned evaluation duty during vacation shall be entitled for earned leave as per rules and duty leave for other examination related works assigned by the University.
- The loss of syllabus for the newly admitted third semester B. Tech & B. Pharma students has to be COMPULSORILY made up by the institutes by conducting extra classes in early morning/late evening/Sunday/holidays.

Registrar

कुलसचिव

- Academic Time Table with the name of the Faculty members handling the Course  
AVAILABLE



The classes, labs, seminars and project work, as specified in the evaluation scheme and syllabus published by the University on its website (www.aktu.ac.in), are conducted in accordance with the time table issued by each department

- Teaching Load of each Faculty

TEACHING LOAD OF FACULTY IS DISTRIBUTED AS PER AKTU / AICTE NORMS

- Internal Continuous Evaluation System and place: AVAILABLE

The institute is affiliated to APJ Abdul Kalam Technical University, Lucknow. Institute follows the internal examination pattern matching with the university exam pattern. Guidelines of AKTU are followed strictly in the evaluation process. There are three Internal tests conducted, namely: Sessional Test 1, Sessional Test 2 and Pre-University Test. The college academic calendar is prepared in coherence with the university academic calendar. To implement the continuous internal evaluation in a smooth and efficient manner the college has framed guidelines for conducting the internal evaluation. The tasks done by the college exam cell are as follows: scheduling of internal examination, seating arrangements, assigning hall invigilators, collection of answer books and distribution of answer books to the subject teaching faculty.

The subject expert prepares the Question paper for internal examination. Scrutiny of the prepared question paper is carried out by HoD to ensure quality of the question paper. Monitoring the attendance of the students for the examination is done. Evaluation of answer books is carried out within the stipulated time. Distributing evaluated answer books to the students for clarifications of doubts. Conducting meetings to review the results by preparing the results analysis. Remedial actions and measures for further improvements are arrived after discussion between faculty and the HoD. The evaluation for practical courses is done by conducting two major viva sessions in addition to the experiment specific questioning done at the time of checking of practical record. Additionally, the hands-on knowledge of the students is also checked in all lab sessions which forms a vital component of internal lab assessment. The evaluation for project course is assessed by conducting periodical project reviews covering key parameters like problem formulations, understanding of the project, presentation skills, communication of ideas, technical knowledge, team work and project management. Performance of the students in internal assessments is used as reference by the faculties to identify slow and quick learners in their respective subjects. Slow Learners are encouraged to improve their performance in future by proper counselling. Good students are motivated to participate in various technical events to further strengthen their knowledge

- Student's assessment of Faculty, System in place: AVAILABLE

Student feedback on Faculty about the teaching learning is taken from all the students at the end of the semester for all theory and practical subjects. The various parameters on which teaching is assessed are: Communication Skills, Quality of Teaching, Subject Knowledge, Content and Method of Delivery, accessibility of faculty for clarification of doubts, quality of assignments, syllabus completion, maintaining the pace of teaching throughout the course duration etc. Faculty feedback is calculated subject wise and section wise. A combined report is prepared consisting of feedback of all faculty members from a particular department. Such department wise feedback summaries are sent to all HoDs and Director. Feedback scores of faculty are conveyed to them through respective HoDs. Faculty having feedback score of less than 7 (out of 10) is counselled by the HoD for future improvements

- For each Post Graduate Courses give the following:

- **Title of the Course: MASTERS OF BUSINESS ADMINISTRATION**

- Curricula and Syllabi: AVAILABLE AS PER AKTU NORMS
- Laboratory facilities exclusive to the Post Graduate Course: AVAILABLE AS PER NORMS
- Software, all design tools in case: AVAILABLE AS PER NORMS
- Academic Calendar and framework: AVAILABLE

➤ **Enrolment and placement details of students in the last 3years As per Annexure**

➤ **List of Research Projects/ Consultancy Works : As per Annexure**

➤ **MoUs with Industries: AVAILABLE**

Lloyd School of Management Studies has always expressed a keen interest in the field of Education and Industry collaborations. These are guided by Lloyd's principles of extending best in class education and training. These collaborations, aim to extend to the students an opportunity to study under guidance of Subject Matter Experts and gain an in-depth exposure of the corporate world, ensuring industry readiness and bridging the Industry - Academia gap. The detail of some industry collaborated with us as listed below:



# LLOYD SCHOOL OF MANAGEMENT STUDIES

*"Education with a Purpose"*

LSMS/MGMT/ACAD/2024/79

Nov 19, 2024

## MoU with Industries

Lloyd School of Management Studies has always expressed a keen interest in the field of Education and Industry collaborations. These are guided by Lloyd's principles of extending best in class education and training. These collaborations, aim to extend to the students an opportunity to study under guidance of Subject Matter Experts and gain an in-depth exposure of the corporate world, ensuring industry readiness and bridging the Industry - Academia gap. The detail of some industry collaborated with us as listed below:

S. No.	Name of Collaborating Industry
1.	Dabur Research Foundation
2.	IxamBee (ATOZ Learn Edutech Pvt. Ltd.)
3.	UAS International A Unit of United Accrual Services Pvt. Ltd.
4.	BVG Life Science Limited
5.	Gopalji Dairy Foods Pvt. Ltd.
6.	RawMind



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