SHIV NADAR UNIVERSITY

An Orientation & Information Handbook 2018

Welcome Home!

Mission

Vision

A comprehensive, multidisciplinary, research focussed, and student-centric university aimed at becoming a leading international institution of higher learning

- Developing and educating the path-shapers of tomorrow
- Supporting research, scholarly, and creative endeavours
- Evolving research and teaching programs

Welcome Note

Tulika Chandra,
Dean of Student Welfare
Shiv Nadar University

We welcome you to Shiv Nadar University, an institution that pushes further the limits and possibilities of the world. SNU comprises highly intensive and challenging academic programme, zealous students, supportive parents/guardians, our faculty are dedicated and inspiring teachers, and staff committed to providing the students with the best of everything and a fierce desire to discover. These years are going to fly by, leaving you with time to rejoice change, understand more about life and find your own self amidst the chaotic world outside. SNU is a research university; it encourages you to take advantage of the numerous opportunities on campus, in the classroom and beyond. Be inquisitive, experience the facilities and develop your talents. Explore our website to understand more about the mission, vision, policies, and commitments, look at the activities that engage our faculty, staff, and students, and get yourself involved in the programmes.

We look forward to seeing young minds blossom into dynamic and knowledgeable critical thinkers and scholars. We look forward to seeing you laugh, smile and grow as greater, more compassionate human beings. Your enrolling at SNU marks a new, worthwhile journey of your life and a lifetime association with us. I look forward to working with you all.

Stay strong, stay stellar.

Table of
Contents

< < < < < < < **Shiv Nadar University** > > > > > > >

SECTIONS

1

GETTING READY FOR ACADEMICS

2

GET ALONG

3

THE SNU CAMPUS LIFE

Message
from the
Vice Chancellor

Dear Students,

Congratulations on your admission to the Shiv Nadar University (SNU)!
SNU is a learner-centric multidisciplinary/comprehensive and research-focussed university, established by the Shiv Nadar Foundation in 2011 through an Act of the State of Uttar Pradesh, and aims at becoming a leading international institution of higher learning. Today you have joined the select group of SNUites, who are nurtured here to be "the path-shapers of tomorrow, who can shoulder the challenges of globally responsible, and ethical leadership in the 21st Century." This is the mission of SNU.

SNU received an excellent inspection report from the University Grants Commission (UGC) Expert Committee, and then the 'University of the Year' award (in 'less than 10 years of existence' category) from the Federation of Indian Chambers of Commerce and Industry (FICCI) in 2016. Within the National Institutional Ranking Framework (NIRF), Government of India, SNU in 2018 is the youngest institution in the 'top 50' Universities list, and SNU has been the youngest institution in the 'top 100' Overall list since last year.

I am happy to share that SNU is also among a select group of green-field institutions in the country, which were awarded the prestigious Atal Incubation Center Grant by the Niti Aayog, Government of India, in the very first round.

SNU's 4th Convocation was held on 19 May 2018, in which 538 students received their Doctoral, Master's and Bachelor's degrees from various streams of Engineering, Natural Sciences, Humanities & Social Sciences, Arts, and Business. Prof. Ronald J. Daniels (President, the Johns Hopkins University, Baltimore, USA) and Sir Timothy John Berners-Lee (Inventor of the World Wide Web and one of Time magazine's "Top 100 Most Important People of the 20th

Century") were the Guests of Honor on this momentous occasion.

Through our innovative ways and relentless efforts towards quality education and research, what we have achieved in this short period since our inception is indicative of a very bright future, but we have a long way to go. SNU's academic structure resonates with Albert Einstein's famous quote: "I never teach my pupils; I only attempt to provide the conditions in which they can learn." In the student-centric, active or participatory style of education at SNU, you will be encouraged to 'learn by doing'. It is your turn to make use of this grand opportunity – find & follow your passion, and excel in it.

The future is now yours to build, with your dedication and hard work, guided by our outstanding faculty, supported by our committed staff members, and enabled by technology. We will all be facilitators of your learning and your aspirations.

I invite you to the challenge of giving shape to your future, and not just wait for the future to arrive. I again congratulate you and your family & friends on your taking the first step today to the future of your dreams...

Welcome to SNU!!

Rupamanjari Ghosh
Vice-Chancellor

"" I invite you to the challenge of giving shape to the future and not just wait for the future to arrive -- a robust future of our world, our nation, our SNU, and you, our dear students – through the enjoyable process of learning and discovery. "

Founder & Leadership

Shiv Nadar
Founder & Chairman HCL, Shiv Nadar Foundation

S N Balakrishnan,
Chancellor and Chairperson,
Executive Council

Rupamanjari Ghosh
Vice Chancellor

Rajiv Swarup
President

J P Gupta
Director, School of Engineering
Dean, Graduate studies

Shubhro Sen
Director, School of
Management and
Entrepreneurship and
School of Extended
Education and
Professional
Development

Ajay Dandekar
Director, School of
Humanities & Social
Sciences

Dinkar Prasad
Associate Director
(Academics), School of
Engineering

C.V. Tomy
Director, School of
Natural Sciences

Tulika Chandra
Dean of Student Welfare

**Amber Habib**
Dean, Undergraduate Studies

Sudhir Naudiyal
Registrar

Amber Habib
Dean, Undergraduate Studies

˝ A warm welcome to undergraduate education and life at Shiv Nadar University. The Office of the Dean of Undergraduate Studies helps the various Schools and Departments in coordinating their offerings to provide our students a rich multi-disciplinary experience.

We also organize mentoring by peers and faculty and other support and training activities. We look forward to helping you in this exciting stage of your journey. ˝
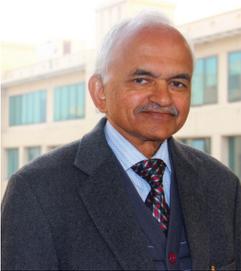
J P Gupta
Dean, Graduate Studies

˝A Very Hearty Welcome to all UGs admitted to SNU in 2018. This is a research focused university that ensures your all round development to make you a leader in your chosen field. Opportunities for Undergraduate Research (OUR) is a unique activity greatly encouraged so that you can realize your research potential early.

A large number of SNU graduates continue higher studies in India and abroad in their chosen fields of specialization. You may start to think along those lines during your early part here and faculty would be glad to guide you along.˝

Nishant Mishra
Assistant Dean, Student Welfare

"It is a new beginning, a new start! This will be one of the most formative years of your life which will decide your destiny in many ways. You have to make the best of it and not waste any minute, any second of it. These years will bring their own challenges as they will push you to move out of your comfort zones and evolve as a person and as a professional. You will learn to be independent.

And, never forget the primary thing - Study hard! You are here to study and develop your skills. We would provide you with all the necessary support to help you realise your immense potential, but you in turn have to help the community and make it more enriching by providing new thoughts, new energies. Enjoy the cultural diversity which our University offers you and also learn to respect every individual. Re-invent yourself with each passing day! :)".

Reinventing yourself in these formative years of your life is of prime importance, and so is the primary objective of your being at SNU, that is, to study hard and emerge as qulaified engineers who contribute to the innovation of the world.
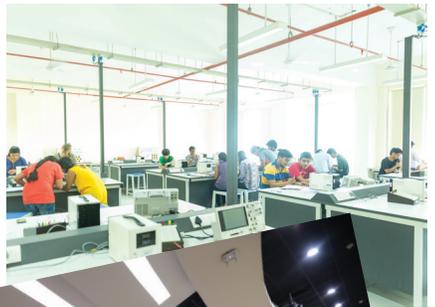
SHIV NADAR UNIVERSITY

SECTION
1

GETTING READY FOR ACADEMICS

Undergraduate Degree Requirements to earn an undergraduate degree (Major) at SNU a student has to complete the credit requirements for that Major. The total credits for each Major are at least 150 but may be higher. (For example, all B.Tech. programs require at least 160 credits). Apart from the total credits, students have to meet each Major's particular course requirements as well as university requirements in the categories of Core Common Curriculum and University Wide Electives. Finally, in order to graduate, a student must have a final CGPA of at least 5.00.

A total of 42 credits from CCC and UWE must be earned by the students with a minimum of 18 credits from each.

To get a better idea about the CCC and UWE courses, go to this link https://snulinks. snu.edu.in/snuPolicies/students/UGHandbook

Graduate Degree Requirements To earn a graduate degree in a specific program from Shiv Nadar University, a student has to complete the requirements as prescribed by the program. The requirements may consist of a mix of core and elective courses offered by the program. Several programs may also require completion of project/thesis for degree completion. The total credit requirements for graduation would vary depending on the program of study but shall not be less than 48 credits for a Masters program. The department shall prescribe the number of credits required from core and elective courses.

Core courses are to be taken by all students of the program. The elective courses are choice based and may be offered by the program for students to choose from to fulfil their credit requirements.

Detailed information regarding **courses and degree requirements shall be available with individual departments. Postgraduate adviser of the program shall be available to provide more information and guide individual graduate students.**
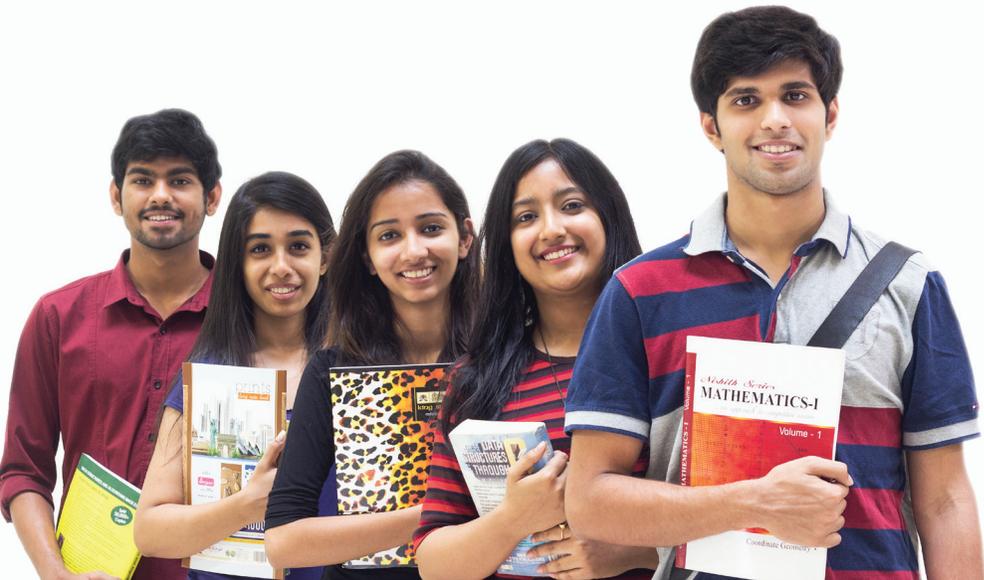
Credits Each course offered at SNU carries credits which are calculated on the basis of the number of contact hours per week for a course that runs the whole semester. The listings of the credits are given as L: T: P, where L is number of lecture hours, T is the number of tutorial hours, and P is the number of lab sessions. A typical lab session is of 2 to 3 hours duration and is counted as one contact hour. Once a student successfully completes a particular course, he/she shall have earned as many credits as the course carries.

Grades At the completion of the credit course, every student who has registered for that course shall be awarded a letter grade. Each letter grade has an associated number of grade points:

Grade	A	A-	B	B-	C	C-	D	F
Grade Points	10	9	8	7	6	5	4	0

To successfully complete a course the student has to get at least the minimum passing grade of D in that course.
The Cumulative Grade Point Average or CGPA is the weighted grade point average of all credit courses completed by the student up to that point. An illustration is given below:

	Course W	Course X	Course Y	Course Z
Credits	5	4	4	3
Grade	A	B-	D	C

CGPA = $(5\times10+4\times7+4\times4+3\times6) / (5+4+4+3) = 112/16 = 7.00$

An undergraduate student who fails to maintain a CGPA of at least 5.00 will be placed on Academic Probation.

If the CGPA of a student falls below 4.00 at any time, from the end of second semester onwards, his/her admission from the university shall be terminated.

Duration In general a student can take between 6 to 12 full semesters to complete an undergraduate program, with 8 semesters being the ideal. However, individual Majors may require more than 6 semesters as minimum. (`Full semester' refers to the Spring (January to May) and Monsoon (August to December) semesters.

Financial Aid The financial aid is granted to the first year student at the time of admission for one year. Starting from the third semester, continuance of the financial aid is conditional on the student maintaining a CGPA of at least 6.50 at the end of the previous concluded semester. Financial aid will not extend beyond 8 semesters from admission under any circumstances.
Continuation of scholarship (2nd to 4th year) is dependent on consistently high academic performance. Students are expected to meet pre-defined academic standard for respective scholarships. Upgrade, downgrade, retention or loss of Scholarship depend on attaining minimum CGPA, as prescribed below, at the end of every Spring Semester for the next one year.

School of Engineering

CGPA Criteria	Scholarship Band	Waiver %
>= 8.50	A	90%
>= 7.50 but < 8.50	B	70%
>= 6.50 but < 7.50	c	50%
< 6.50	No Scholarship	

School of Natural Science and School of Humanities and Social Science

CGPA Criteria	Scholarship Band	Waiver %
>= 8.50	D	100%
>= 7.50 but < 8.50	E	80%
>= 6.50 but < 7.50	F	50%
< 6.50	No Scholarship	

School of Management and Entrepreneurship

CGPA Criteria	Scholarship Band	Waiver %
>= 8.50	G	90%
>= 7.50 but < 8.50	H	50%
>= 6.50 but < 7.50	K	25%
< 6.50	No Scholarship	

STUDENT POLICIES

The students will have access to various policies via SNU LINKS [https://snulinks.snu.edu.in/], in the Student Policies Section.

Policy on Academic Malpractice and Plagiarism for Students
Any activity, conducted willfully or unknowingly, can be considered as Academic Malpractice if that activity results in the loss of integrity of the processes of teaching, learning and research.

Academic Malpractice includes, but is not restricted to, activities such as the following:
a)   Plagiarism.
b)   Cheating, or helping to cheat, in assignments, laboratories, and exams.
c)   Fabrication or falsification of data, results and outputs in research and coursework.
d)   Tampering with answer sheets of exams, checked assignments and reports.
e)   Forging documents such as letters of recommendation, transcripts, and certificates.

SNU has a zero-tolerance approach to such malpractice. Students found guilty of academic mal-practice by the Proctoral Board face punishments such as an F grade, loss of scholarship, suspension and even expulsion from the university.
For the complete text please refer to the policy on Academic Malpractice and Plagiarism at SNU LINKS.

Policy on Change of Major for Undergraduate Students
Students are encouraged to make a careful and informed choice while selecting majors at the time of admission. It is equally possible, though, that a student finds that his/her interests, abilities, or talents lie in a different path than she/he had initially perceived. SNU intends to provide such students an opportunity to pursue their interests, abilities and talents by allowing them a change of major subject to availability of seats and fulfillment of criteria set by the department. To know more on criteria to choose a new major option, eligibility, timeline and possible implications, please refer to the policy on change of major for undergraduate students.

Leave Condonement
Shiv Nadar University expects all undergraduate students to attend 100% classes in every registered course. However, for students admitted during Monsoon 2018 and later, an attendance shortfall of not more than 15% may be condoned if leave is sought for a reason, such as authorized field visit, assigned university duty, medical problem, other contingency. In a nutshell, the number of classes missed in a course should not exceed 15%, otherwise the final grade awarded for the course will be Fail (F).

For the PG students: Kindly contact your respective departments for information on the leave condonement.

However, for the Graduate students their respective departments should be contacted.

Attendance Students are expected to attend all classes. Certain amount of missed classes can be condoned due to leave for medical reasons or because the student was deputed to university work. Students who fail to meet the attendance requirements will not be allowed to sit for the final exam of the concerned courses.

E-LEARNING

Technology on Campus facilitates you to have access to the resources such as Student Self-Service, Learning Management System, E-Learning library, Lab Machines etc. as well as the Internet and Intranet through "your" SNU Net ID generated by the IT department. These resources are needed to successfully complete your study program at SNU.

The IT Helpdesk is available to answer and provide you support for any IT related questions: ithelpdesk@snu.edu.in

The computing resources at Shiv Nadar University support the educational, instructional, research and administrative activities of the University. As a user of these services and facilities, you have access to valuable University resources, sensitive data and to internal and external networks. The major services provided by the Information technology department are:
•   Messaging service (e-mail) & SNU Net ID
•   (required for accessing various computing resources)
•   Campus Connectivity
•   (Inter building connectivity, LAN , Wi-Fi and Internet)
•   Learning Management System – Blackboard SNU ERP & all
•   associated applications
•   e-Learning video platform
•   High Performance Computing Cluster
•   Other Computing & Lab infrastructure

Email services are available to students for supporting learning and for communication by and

between the University and themselves. Email users have a responsibility to learn about and comply with SNU's policies on acceptable use of electronic services. The below are prohibited use of email include —

- Sending "spam", chain letters, or any other type of unauthorized widespread distribution of unsolicited mail
- Creation and use of a false or alias email address in order to impersonate another member or send fraudulent communications
- Intentional and unauthorized access to other individual or group email id's

Any violation or abuse of SNU's IT or email service should be reported to ithelpdesk@snu.edu.in. Please note, violation of SNU IT policies and repeated offenses shall be regarded as cause for disciplinary action.

- You should not use another user's account (Net ID or email ID) or attempt to capture or guess other users' passwords. You can use your Net ID only on your own device(s)
- Sharing of Net ID credentials among students, faculty or staff is not permissible.
- The connectivity provided in the Labs (through wired LAN) is only meant for the lab systems and is not to be used for connecting individual devices (Laptops)
- For personal devices, genuine Operating System & Antivirus should be used. You are advised to keep all patches updated on your device(s), at all times.

Blackboard

BLACKBOARD is an active interface between the students and the faculty beyond the classroom teaching. A separate document introducing Blackboard and its User Guide will be shared with you.

Blackboard is one of the leading E-Learning Management Systems (LMS) which is extensively used for various courses offered at SNU. Blackboard Learn technology has been made mandatory to make learning more effective in and beyond the traditional walls, empowering faculty with loads to engage every learner. We have the right toolkit— one that is proven and constantly evolves to meet current needs.

Blackboard is a course management system that allows faculty to:
- Provide content to students in a central location.
- Communicate with students quickly.
- Provide grades in an electronic format to students.
- Students can submit assignments electronically and work with a variety of built-in Web-based tools such as e-portfolios, wikis, and blogs.
- Students can also assess their peers and self-assess if projects are designed for such assessment

Some of the benefits of using Blackboard are:
- Students can access reference materials, handouts, reading lists, web links and activities anytime, anywhere (as long as you have internet access).
- Allows for web-based presentations and tutorials.
- Aids discussions and collaborative work with other students (campus-based and Distance Learners) and tutors via discussion forums, wikis and blogs.
- Facilitates the completion and submission of assignments.
- Allows tracking and monitoring of students' access and progress through the course.
- Reduces the need for paperwork and printed handouts.
- Content can be updated easily.
- Provides an easy way to inform course members about course information, announcements and deadlines.

OUR Program

The Opportunities for Undergraduate Research (OUR) is one of the pioneering and flagship programs at Shiv Nadar University which has paved the way for undergraduate students to conduct original research with faculty. Undergraduate students are provided an unprecedented, well-rounded education by synthesizing broad, and strong interdisciplinary foundation with a solid training in their selected discipline - exemplifying the importance of research in the DNA of the University. The OUR program aims to give students hands-on experience in conducting research and doing independent work under faculty supervision. This program has paved the way for students to learn by discovery; have greater student-faculty interaction; expand the level of research activity on campus besides helping to identify and train potential candidates for the University's graduate programs. Through the program, students are expected to develop foundational understanding of how research is conducted in their disciplines, develop a greater understanding of the information resources available and the way to utilize them as well as how to interpret research outcomes.

OCJ

On Campus Part Time Jobs for Undergraduate Students
The objective of this policy is to provide opportunities to undergraduate students to gain experiential and applied learning and help them inculcate ethics, leadership and service attributes. These opportunities would help students to earn an additional income for meeting their expenses and also help them imbibe the accountability and responsibility that comes along. Possible jobs under this policy may include, (but are not limited to) extending assistance in laboratory and library management, monitoring projects, conduct and analyze various feedback, manage help desks, aid departments in enabling functions of the University like Admissions, Career Development Centre, Deans Student Welfare Office, Security, Hostels, Sports and allied activities

Library

44,000+
Total collection of books

**online library catalogue •
online journals / e-books
thesis & dissertations •
e-newspapers
online repository •
resource sharing**

The Shiv Nadar University Central Library with its magnificent ship like regal structure is one of the most visited places in the campus. The centrally air-conditioned plush library offers an extensive collection of books, scientific and technical journals and electronic reference materials for satisfying the academic and research needs of students and faculty community. With its automated activities and Information Centre, the library consists of various Reference, Circulation, Audio-visual and Periodical Sections, e-journals, thesis and dissertations, repositories.

Patrons Category	Entitlement	Loan duration	Overdue Charges/ Fines	No. of library cards
PG/ research Scholars	10 Books	30 days	i) First 30 days overdue charges ₹2/- per day ii) Next 30 days overdue charges ₹4/- per day. iii) After 60 days overdue charges ₹5/- per day till the date of final settlement.	10 library cards
UG Students	5 Books	15 days		05 library cards

Library Timings:
9 AM to 12 AM. (Monday to Sunday)
Circulation Timings: 9 AM to 8 PM. (Monday to Sunday)
Rules of Book Check-out/Check-in:
1.Patron should have their SNU ID Card with Library Card.
2.Student can borrow 2 books in one day.
3.Books can be re-issued twice

Library Rules:
1.Student's ID card is mandatory to enter in the library.
2.Talking loudly and talking over mobile phones inside the library is strictly prohibited.
3.Food and beverages are not allowed inside the library.
4.Playing games and watching movies in library is not allowed.
5.Do not take books out of library without issuing them, if caught disciplinary action will be taken.

Library Online Facilities:
1. Online Library Catalogue
2. Online Journals/e-books
3. Online Repository
4. Resource Sharing etc.
5. Thesis and dissertations
6. E- Newspapers

Georgia Cafe located on the ground floor of the library building offers sumptuous snacks and drinks.

ACADEMIC CALENDAR

JULY 2018

11	Wed	Hostel Check-in for all UG 1st Yr.
12	Thurs	UG Registration-1 st yr. (All Programs)
		Students Orientation and Mix of activities - UG 1st Yr. (12th – 29th July)
19	Thurs	Last date for Fee Payment (2nd,3rd & 4th Yr. UG/PG students)
23	Mon	UG Course Registration begins for Monsoon 2018 (2nd, 3rd & 4th Yr.)
28	Sat	PG /Ph.D. 2018 batch Hostel move in and Registration
30	Mon	Start of classes for all students (UG, PG & Ph.D. pro grams)

AUGUST 2018

5	Sun	Last date to add half Semester Courses (1st half)
12	Sun	Last date to add full Semester Courses Last date to drop half Semester Courses
15	Wed	Independence Day
19	Sun	Last date to drop full semester courses
22	Wed	Id-UI-Zuha (Bakrid)
26	Sun	Raksha Bandhan

SEPTEMBER 2018

3	Mon	Janmashtami
13	Thurs	Vinayaka Chaturthi/Ganesh Chaturthi
19	Wed	Registration begins for 2nd half CCC
21	Fri	Muharam – End of 1st half CCC
22	Sat	Mid -Term Exam Start (22nd Sat to 26th Wed)
27	Thurs	Beginning of 2nd half CCC

OCTOBER 2018

2	Tues	Gandhi Jayanti

3 Wed	Last date to add CCC (2nd half)
10 Wed	Last date to drop 2nd half CCC
15 Mon	Mid-Term Break (15th Mon to 20th Sat)
17 Wed	Maha Ashtami - Mid-Term Break
18 Thurs	Maha Navami - Mid-Term Break
19 Fri	Dussehra
27 Sat	Karaka Chaturthi
27 Sat	Zephyr

NOVEMBER 2018

7 Wed	Deepavali
8 Thurs	Govardhana Puja
9 Fri	Bhai Duj
21 Wed	Milad-Un-Nabi/Id-E-Milad
23 Fri	Guru Nanak Birth Day
24 Sat	Guru Teg Bahadur's Martyrdom Day
27 Tues	Last Teaching Day
30 Fri	End Term Examinations (30 Nov Fri to 11 Dec Tues)

DECEMBER 2018

13 Thurs	Answer sheets viewing day
15 Sat	Winter Break for students (15 Sat to 31 Mon)
17 Mon	Result Declaration
19 Wed	Last Date -Fee Payment (All students)
20 Thurs	UG Registration open for Spring 2019
25 Tues	Christmas Day

JANUARY 2019

1 Tues	New Year's Day
2 Wed	Spring Semester 2019 Begins

Link : https://snu.edu.in/sites/default/files/Academic%20Calendar%20-%20Monsoon%202018%20-%20 12.06.2018-final%20%281%29.pdf

SNU Links

SNU links is an online platform which provides University-wide resources for Shiv Nadar University students, faculty and staff. To access most of these resources you are required to use the credentials provided to you by the University. From paying fees to marking attendance, SNU links is going to be your lifeline in the coming years. Here's all you need to know about the features of SNU Links.

SNU ERP: It is the first link provided in the SNU Links and it enables students to search, plan and enroll in courses. Students can also see their grades of all the semesters through the 'term statistics' option. There is also a unique Advisor- Advisee platform which has been customized on PeopleSoft to help advisors to assist students in their growth and development by constructing meaningful educational plans compatible with their life goals. After logging in to ERP navigate to Curriculum Management → Instructor /Advisor Information to access this functionality. To know more about this facility visit the following link:

https://edures.webapps.snu.edu.in/application/index/detail/17

SPC: It is the student payment center and enables students to pay their dues easily. It also has 'history' option that enables users to access the past records of payments. Students are advised to check SPC regularly for any payment dues.

BLACKBOARD: Blackboard is an active interface between the students and the faculty beyond the classroom teaching. After logging successfully, you will be able to see the list of courses taken on the right side under the 'My Courses' option. Most of the faculty will share the lecture notes and assignments through Blackboard which can be accessed through the 'content' button under each subject. The teachers also share 'announcements' and 'grades' through the blackboard platform. A separate document introducing Blackboard and its User Guide will be shared with you.

Student Attendance Recording System: This is the probably the most used link provided in SNU links as it enables students to mark as well as check their attendance. Note that the 'mark attendance' feature only works through the 'student' internet connection and it is not possible to mark the attendance outside the classroom premises.

NPTEL Videos: NPTEL videos provide a huge archive of lecture videos for a number of courses offered in the university. You missed an important lecture? Hop down to NPTEL and you might be able to attend the lecture sitting in your room!

Mess Menu: As the name suggests, this useful link provides the menu for breakfast, lunch and dinner menu of dining halls 1 and 2. The link currently does not provide the menu for dining hall 3; however the feature would be added soon.
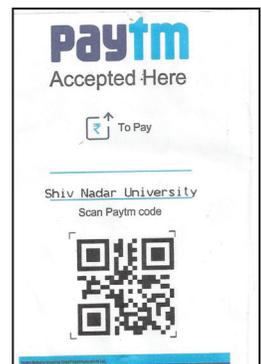
SHIV NADAR UNIVERSITY

SECTION

2

GET ALONG

Student Council

The SNU Student Council is a deliberative body established to communicate student convictions clearly and wilfully to faculty, administrators, and the Board. It acts as a recommendatory body to the Executive Council of the University. The Council works with the entire Shiv Nadar University family to ensure that all students reach their full academic and social potential with a resolve to sustain and nurture the spirit of Shiv Nadar University. SNUSC consists of an Executive Council and the Student Senate. The Student Senate is a house of representatives from every batch and department across schools. The senate makes recommendations to formulate or amend any University policy, by passing a Sense of Senate resolution. The Executive Council of the Student Council is the leadership body that functions with the administration as student representatives on a whole range of issues. Academic Affairs includes student representatives in the library and time-table committee. Campus Affairs includes Hostel representatives, maintenance, mess committee and transport committee. The senate convenes at least once a month while the Executive Council meets twice during the same time. The senate sessions are open for all as observers and attendance can be confirmed with the help of a class representative from the same department.

Anirudha Singharoy	President	po.sc@snu.edu.in	9810837270
Kranthi Kumar M	Vice President	vp.sc@snu.edu.in	9966633495
Vainee Bhatyal	Secretary of Cultural Affairs	cs.sc@snu.edu.in	8826924206
V. Akhilesh Manchikanti	Secretary of Sports Affairs	ss.sc@snu.edu.in	7702323506
Neeraj Shetye	Secretary of Senate	sos.sc@snu.edu.in	9757269854
Sai Narayanan Balaji	Secretary of Technical Affairs	tec.sc@snu.edu.in	8860977500
Ayushman Swain	Secretary of Academic Affairs	aas.sc@snu.edu.in	9439044332
Mukund Varma	Secretary of Campus Affairs	ca.sc@snu.edu.in	9908148479
Rishabh Bhandari	Secretary of Treasury	ts.sc@snu.edu.in	9560067320
Ambrish Kumar	Secretary of Treasury		9953663798
Arjun Soni	Secretary of IT	its.sc@snu.edu.in	9891306018
Kanak Ghiya	Secretary of External Affairs	er.sc@snu.edu.in	8527713974

The vibrant culture at SNU has led to the genesis of over 30 diverse student societies with a blend of art, music, dance, photography and many more. Make sure you get your name registered in your favourite club and get started with active participation and also organization.

How can you contribute being a fresher? Most of the clubs reserve a position of Freshman Coordinator in the Executive Council of their respective clubs in order to ensure healthy participation from the newest members of the SNU family. Doesn't it sound exciting? The clubs would start sending mails for the orientation dates right from the beginning of the semester so stay tuned!

Don't see a society of interest? Then why not set up your own?. You can set up a society for almost anything, then attract your own set of members.

Club Process

You have gone through the list of SNU's extracurricular and nothing has piqued your interest, so what do you do? Simple, you start your own society. Remember, starting a club can be extremely strenuous but if you have a unique idea coupled with the right amount of motivation, there is no one stopping you. Here's what you need to do:

- Go through the list of clubs again to ensure your idea has not been formulated into a club already. It is highly unlikely that you will get approval for a duplicate club
- Ask your friends, classmates, seniors if your idea is feasible and whether it would attract students or not
- Pop down to the Student Welfare office in D block with your exciting idea and convince us in your best talent and we will get you started.

SNU Club:

A few clubs are mentioned here amongst the many-

- **Imprints:** The dramatics society, aims to provide all the theatre lovers and nukkad enthusiasts an opportunity to learn more about the beautiful art and to improve as an individual.

- **Inspiria:** The corporate entity of SNU was born out of the immense and immediate need of a club that could enable students to get a glimpse of the amazingly complex and more often than not intriguing world of business and entrepreneurship. The main motive of this club is to act like a bridge between the campus and corporate life. Summed in two words Inspiria is teamwork and innovation

- **Kalakriti:** The creative club, aims to provide a platform for all kinds of artists to showcase their work, to get suggestions/ critique, and to find like minded people in tnis place far away from home.

- **Mythiya:** It is the mythology and folklore society of the university; from unheard legends to mystic tales passed down over generations, we discuss, share and explore various mythologies, cults and legends.

- **Nature Sentinels:** It works with the purpose of fostering and engaging an environmentally conscious student community .

- **Food Club:** It is where part-time cooks, hoggers and food bloggers come under one roof to create magic in the plate and sometimes participate in bizzare competitions

- **Queer Collective:** Working to create a safe space which is free of stigmas and the prevalent prejudice against the LGBTQ+ community

- **Snuphoria:** One of a kind music society that caters to the ones living to the beats and rhythm of this art!

- **TEDx:** The 23 members of the TEDx club have a hand in every pie; the main objective is to identify any idea worth spreading in our local community at SNU. TEDx Club also spearheads the organisation of TedxShivNadarUniversity, an annual event bringing together speakers with novel ideas, while conveying it to our audience in 18 minutes or less.

- **Toastmasters:** One of the 16,400 corporate & academic clubs running in 141 countries. Toastmasters (US based non-profit) is a world leader in communication & leadership development.

- **At words.lnk:** We endeavour to bring magic from the pages straight to you. Be it through diverse book discussions, fandom showdowns or classic word games, we invite you to test your limits in galaxies far, far away.

- **Visually SNU:** The club provides a platform for the budding photographers to explore their talent. Photo walks and, workshops are some of the regular features of the club. Besides, conducting an annual photo exhibition, 'Revivus', the club also organizes in – house tutorials for students to learn new skills.

- **The University MUN Society:** In the plethora of events it organizes, combines a love for international affairs, a fire for vociferous debate and the innate wish to make the world a better place. In the perfect amalgamation of research, debate and policy making, the MUN

Society conducts an intra-University conference, workshops on MUN procedure, discussion series on relevant international happenings, as well as other events like simulation of real-time crises, historic committees set at the time of the World Wars, committees set in fictional lands like Westeros, etc.

- **Aura:** The University students across disciplines get the platform to contribute their bit to the overall development of children in nearby places who do not have the access to education and other resources for their development due to lack of finances, proper guidance or discouragement from the family. The Aura team believes in, Going ahead, Engrossing themselves in their endeavours and, Giving back to the society in their own little way.

- **Inferno:** Move; inspire; express, the dance society was established in 2011 and is one of the largest society on campus. Regular dance workshops; student – mentor program dance practices are some of the regular features of the society. Events are conducted to tap student talent; to express through dance. At Inferno, the philosophy is to express through dance and dance until the very end, until we are the best dancers we could possibly be.

BREEZE

Breeze is the annual techno-cultural & sports fest of Shiv Nadar University with events spanning across a myriad of genres that include music, art, photography, dance, dramatics, quizzing and literary events. It serves as a platform for students to showcase their talent and is something that every student at SNU eagerly awaits. Breeze has been a huge success year after year hosting thousands of people from over 100+ colleges across the country. The 2015 edition saw Neha kakkar featuring as the star performer which coupled with the euphoric performance by the Indian band Astitva, made the event a huge success. BREEZE 2016 was hosted on 4th, 5th and 6th of November, with a whooping footfall of over 7000 participants. We had the pleasure of hosting Kanan Gill, Zaeden, Hriday Gattani, Paradigm Shift and DJ Sin as our star performers during the three nights. BREEZE 2018 was the biggest that SNU ever witnessed. With students from over 80+ colleges it was one of the most sought after events in all of NCR. With a plethora of events, an army of people to run the show and biggest footfall of all time, BREEZE 2018 went down in SNU history. The pro nights boasted a star-studded lineup having been host to some of the biggest names in the country - The Local Train, Biswa Kalyan Rath, DJs like Van Moon and Neha & Mallika.

Sports and Fitness

Sports and extracurricular activities are an integral part of learning and growth for students and faculty on campus. With world-class infrastructure on campus and highly qualified coaches, the sports department works to create and sustain a strong sports culture.

At Shiv Nadar University, you have ample opportunities to achieve a healthy body and a nourished mind. You have access to many activities of your choice and try out some new ones. A 100,000-sq. feet grand Indoor Sports Complex stands as a milestone in creating a rich culture of physical activity on campus and develop competitive skills. The state-of-the-art Indoor Sports Complex which has been nominated at the prestigious NDTV's Design & Architecture Awards during its fifth edition. It is a visually cracking facility that also provides students with access to the best athletic resources at par with international standards anywhere in the world.

From better student grades to strong community roots, SNU provides the gears that streamline the lifestyle of students and maintain a great balance of physical and mental development with positive spirit towards achievement of goals in their career with ease.

Outdoors Facilities: Flood lit synthetic courts of Basketball, Lawn Tennis and Badminton. Cricket Ground along with Cricket Practice Nets, Football Ground, Volleyball Courts and a brand new Chess Garden.

Indoors: Newly constructed Indoor Sports Complex (ISC) houses two Basketball Courts, four Squash Courts, four TT Tables in TT Room, four Carrom Sets in Carrom Room, one external Rock Climbing Wall, one internal Rock Climbing Wall, one Yoga & Dance Room and one Billiards Room. There are four Badminton Courts (two synthetic mats and two on wooden floor) in the Centre Hall, occupying one full Basketball Court. The crowning glory of ISC is the Unisex Gym on the First Floor which has an array of 50 workstations of various types. The ISC also has a 200 metre long Running Track on the First Floor.

The ISC hosts many facilities under one roof in a state of the art building. This is our asset and we all must make a conscious endeavor always to keep the complex clean and fully operational SNU holds many inter university and Intra University sports competitions..

Rules — Indoor Sports Complex

— All users of ISC are requested to wear only non-marking shoes while using wooden courts and carry their own yoga mats for yoga to maintain proper hygiene.

— A person who wishes to use the Gym must be exclusively registered for the same.

— Food and beverages to be consumed in Food Court Complex.

Yoga

As you are aware that The United Nations has declared 21st June as "International Day of Yoga." Yoga is an ancient Indian wisdom and way of life which needs to be propagated globally for promoting positive health and happy living for all people. The ancient yogic

discipline is far more than a fitness method for physical health or a psychological process to achieve peace and happiness. Wellness of body and mind, often attributed as the primary benefit of modern yoga practice, is merely a by-product of becoming a fully balanced and vibrant personality leading to achieving state of higher consciousness.

It was amazing to experience yoga practices for all participants at SNU. A large number of enthusiastic participants were seen practicing yoga exercises on the International Day of Yoga on 21st June, 2016. The aim was to generate awareness among students, faculty and staff about the benefits of Yoga.

Timings: The timings of the ISC will be as given below:		
Day	Morning	Evening
Monday to Thursday	6:00 am to 9:00 am	6:00 pm to 9:00 pm
Friday	6:00 am to 9:00 am	6:00 pm to 10:00 pm
Saturday	6:00 am to 10:00 am	6:00 pm to 10:00 pm

Shiv Nadar University's sports and games encompass comprehensive programs that incorporate many activities during an academic year. Complete guidance and encouragement is given to students who wish to undertake the sports programs in order to take advantage of the opportunities being offered. This eclectic mix of activities gives us a vibrant atmosphere and provides our students the opportunity to become risk takers, make lasting friendships, develop technical skills and passion beyond the academic schedule. This is what makes us special. Besides the mainstream sports, the sports committee also hosts many innovative, fun and inter-university events at the annual festival.

There is also the Shiv Nadar University Sports League (SNUSL) which was born on campus out of the desire to create a healthy competitive sports culture. The league created a campus spirit infused with excitement for competitive sports; positive action and spirited engagement. The League comprises six teams and year–round sports activities, in which the teams compete in eight different sports games to win the coveted sports trophy. The SNUSL consists of the following teams - Skylarks, Shadows, Silver Hawks, Flying Dutchmen, Supersonics and Titans.

NIGHT OF THE CHAMPIONS

Sports are quintessential to SNU's identity. At SNU, we make sure that no student misses out on the opportunity showcase their best - especially when it comes to sports. Given the number of sports leagues (both intra and inter) that students from SNU are participants of; we believe it is important to reward every student that has played a part in winning laurels and contributing to the university's growth. The Night of the Champions is one such event. It is a celebration of all those sportspersons who work endless hours and put nothing short of their best foot forward every time

24X7 Study rooms

The library is open till 12 A.M only but the students who wish to continue with their work outside these timings can do so in the library 24*7 Study room. The room has access from outside, has separate air conditioning, is under CCTV surveillance and has access control for entry, which means each student needs to carry his/her identification card in order to use the study rooms.

In addition to the library, study rooms are situated in all the hostels as well. All the study rooms have LAN ports on the desk which offer unlimited data at high speed for a period of four hours per student. These 24*7 Study rooms are meant for academic work and the users are strongly advised to maintain the decorum of the place.

Activity rooms

While the university provides umpteen resources to promote academic work, it does not shy away when it comes to extracurricular activities. Activity rooms situated in hostels 1B, 2C, 2B, 3A and 3B provide ample space for all your non academic endeavors. The activity room in 3A is reserved for all the musicians while the dancers can practice their moves in the 1B activity room. These activity rooms are meant for extracurricular activities only and are not supposed to misuse in any manner.

Student Counselling Services

While aiming for an overall development of an individual, the counselling services on campus are available to ensure one's physical, mental and personal fitness. The Counselling services along with a support group of 25 students are an independent of academic and administrative units. The entire counselling system maintains absolute confidentiality of information shared during the process.

Counselling ID: student.counselling@snu.edu.in

Gita Setya, Psychologist and Counsellor – gita.setya@snu.edu.in Office: B222 G

Dr. Paromita Goswami, Faculty Advisor – paromita.goswami@snu.edu.in Office: C322 G (Extn: 278)

The Student Support Group is a team of volunteers selected via a rigorous screening process among the undergraduate students. It consists of students across all disciplines and batches to ensure that they can also provide support academically. This team is trained to provide primary support on campus. The members are bound by a code of secrecy that does not allow them to reveal any information shared with them during the counselling process. Violation of the code makes the member liable for disciplinary action.
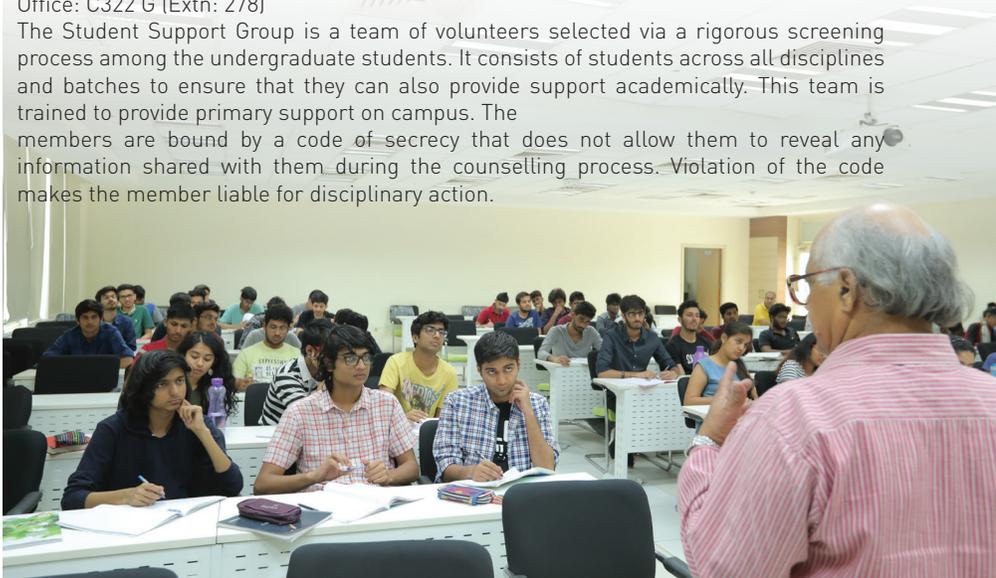
POLICY FOR PREVENTION OF SEXUAL HARASSMENT ON CAMPUS

Shiv Nadar University is committed to providing a place of work and study free of sexual harassment, intimidation or exploitation. It is expected that all students, faculty and staff will treat one another and visitors to the University with respect. Towards this end, all members of the university, including those who are in temporary or short term positions, are subject to SNU's policy against sexual harassment.

All students are required to read and familiarize themselves with this policy and to attend a mandatory orientation conducted by the gender committee during their first year at SNU. Anyone violating this policy is subject to disciplinary action

Reports of sexual harassment are taken seriously and will be dealt promptly by a designated Committee on Sensitization of Gender, Prevention and Redressal of Sexual Harassment. The specific action taken in any particular case will depend on the nature and gravity of conduct reported.

A team of students and volunteers assist the committee to fulfil its responsibilities on campus. The committee works to initiate and sustain a respectful and responsive conversation with all members of the university, especially the student community on issues related to gender on and beyond campus.

The gender committee can be reached by : **gendercommitte@snu.edu.in**

Please refer to the link for details: https://snulinks.snu.edu.in/snuPolicies/students/

Alumni Relation Office

The growing network of SNU alumni association consist of 500+ members spread across the world chasing their passion in big brands and also in their own entrepreneurships. The advantage of being the founding batches of SNU has left them with unparalleled experience that any student can carry forward in their life. SNU's Alumni association is committed to providing student with opportunities that will contribute to their personal growth and development.

• Funding support for student initiatives and events
• Involvement as a volunteer in Alumni association
• Excellent networking
• Academic Advising

Get in touch to know more: **alumnirelations@snu.edu.in**

Convocation

A much-awaited event is the Convocation at the University. Shiv Nadar University celebrated its fourth Convocation ceremony on 19 May 2018. The convocation marked the graduation of its largest undergraduate batch so far, with a total of 538 students receiving their Doctoral, Master's and Bachelor's degrees from various streams including Engineering, Natural Sciences, Humanities & Social Sciences, Business and Arts.

SECTION
3

HEALTH FACILITIES

The University has an arrangement with Max Healthcare to provide healthcare services in the campus. Under this arrangement, the following facilities exist:

(a) Two visiting doctors, each for 2 hrs Mon to Sat. One is a Lady Doctor and a qualified Gynaecologist, and the other is a General Physician. The main Max Multi Speciality Hospital is at Greater NOIDA, a short drive away.

(b) 4 x Nursing Staff who are available in the campus 24 x 7.

(c) 2 x OPD Rooms.

(d) Procedure Room

(e) Ambulance 24 x 7

(f) As a measure to implement infection control, isolation rooms (if required) are provided to students.

Max Multi Speciality Hospital

Plot no.4 A, Sector- Institutional Green,

Opp NTPC, Near Crown Plaza

Greater Noida

Uttar Pradesh 201306

SNU is planning to expand the Medical services soon.

ENERGISED EVENINGS

One of the most dynamic aspects of life at SNU is its "Night Life". The balmy nights give way to the most captivating and thought-provoking conversations. The beautifully lighted pathways of Central Vista and the benched canopies are perfect places to unwind and bond. Whether you are studying up late or having mid-night hunger cramps, the midnight mess in DH1 and DH2 remains open until 12 AM to serve hot paranthas, maggi, bread omelette etc. After all, "Who knows how many ideas are born under the moonlight."

It's the time when the campus comes alive after an entire day of academic stress. Right from clubs hosting varied events to the courts being packed till the students' stamina lasts, a Chess Arena for enthusiasts right next to the Palm Gardens where more often than not a birthday is being celebrated, and of course the sound of people jamming or A cappella groups practicing away echoes throughout, this part of a student life on campus is exclusive to SNU and is treat for being a curfew-free residential campus.

The first year UG students have to follow 'Restricted-Hours in Hostel' or RHH and all students have to report to their respective hostels by 11:00 pm every day except the Saturdays all through the semesters.

SNU LAKE AND ENVIRONMENT CONSERVATION

A breezy evening is well spent around the beautiful SNU Lake and rolling down the slopes of Mount SNU. Watch the birds flocking, making ripples and eventually flying to oblivion. Students can often be found sitting around the lake involved in stone throwing competitions, or trying to capture the nature's beauty in their cameras. On a quiet Sunday morning, the lake is one of the best places to witness the sunrise and to start the day with a healthy morning walk.

What could be better than hot cup of coffee on a relaxed winter morning alongside a peaceful lake? This is a serene haven for students at SNU. Away from the toxic pollution and tensed academic load, spend time around Mount SNU and the Lake, watching the calm Waterhen forgetting all and being one with nature.

Shiv Nadar University is built on a foundation which embodies all the qualities that have made SNU world-class over years. It has instituted global standards in education, training and research with state-of-the-art infrastructure and the latest eco-friendly methodologies. SNU conserves a lake where one can witness a large variety of flora and fauna in different seasons of the year.

SNU is an entirely different experience. The lush green campus and blossoming green environment makes the campus free from pollution. SNU promotes plastic ban and encourage students to switch to Eco-friendly techniques.

SNU takes pride in preserving and maintaining the rich biodiversity of the campus and one such critical ecological entity is the water body on the campus ie: SNU Lake. Shiv Nadar university campus has 13 acres of water body out of which about an acre has been desisted and cleaned. This water body represents the mosaic of habitat supporting diversely threatened flora and fauna, which form an ideal indicator of measure of bio diversity. It is home to many beautiful resident and migratory birds, large reptiles and variety of piscean life.The nearby area is also home to black buck with occasional sightings of nilgai. The lake was on the verge of eutrophication a couple of years ago. It was also used as a dumping ground due to indifference. We as a responsible institution has revived the SNU Lake which as a result has become an active biodiversity zone. Currently, the lake scenario has changed completely. Brahminy ducks, purple moorhen, Bar headed goose, pond heron, grey heron and woolly necked and storks and many more bear a testimony that the preservation and restoration techniques adopted have been fruitful.

TRANSPORT

The university charters buses for the students on the weekends. The bus shuttles between a few important points and the campus. The interested students are dropped at the metro station on Friday evening and need to report to the common point for the bus by Sunday evening.

The service is managed by the Student Transport Committee and the trips are planned on the recommendation of the committee. The exact time for the bus service is decided based on seasonal and local conditions. The Student Transport committee charges a token fee from the student.

For Cab bookings, students take help from the following service providers.

HB Travels Mr. Harinder +91-9560435666

Noida Cab Services Mr. Vikas +91-9818600097, +91-9910699688

Pappu Cab Services Mr. Balraj +91-9310915945, +91-9456929349

Auto's can help you swift pass the local traffic for any time-thriving games. Find few of the auto services below.

Mr. Deepak   +91-8745855316

Mr. Anuj   +91-9711180641 , +91-7599336066

KNOW YOUR AREA

Stepping out of SNU unfolds a world entirely different from the sophisticated campus life. Walk down the streets along the paddy fields to enter the market of Dadri bustling with shoppers, local fruit and vegetable vendors and noisy traffic. Your language guide to Dadri should include words like 'bhaiya' (to refer to male), 'kitna hua' (how much), etc. Your seniors should be the best person to get you started on learning these basics of Hindi.

The Explore Dadri Mission works best on a relaxed weekend with friends. While exploring new places can be a thrilling experience, students are advised not to venture out alone for their own safety.

FOR A SHOPPING SPREE

60KM
SAKET CITY WALK

58KM
HAUS KHAS VILLAGE

56KM
CHANDNI CHOWK

53KM
NEHRU PLACE

55KM
CONNAUGHT PLACE

55KM
KHAN MARKET

45KM
DLF MALL OF INDIA

45KM
SAROJNI NAGAR

13KM
OMAXE CONNAUGHT PLACE MALL

22KM
OPULENT MALL GHAZIABAD

16KM
ANSAL PLAZA

15KM
INOX GREATER NOIDA

15KM
GRAND VENICE MALL

03KM
DADRI

TRAVEL ENTHUSIAST

61KM — GARDEN OF 5 SENSES

56KM — JAMA MASJID

56KM — RED FORT

55KM — INDIA GATE

57KM — QUTUB MINAR

55KM — KHAN MARKET

55KM — CONNAUGHT PLACE

54KM — LODHI GARDEN

53KM — HUMAYUM TOMB

48KM — AKSHARDHAM

45KM — OKHLA BIRD SANCTUARY
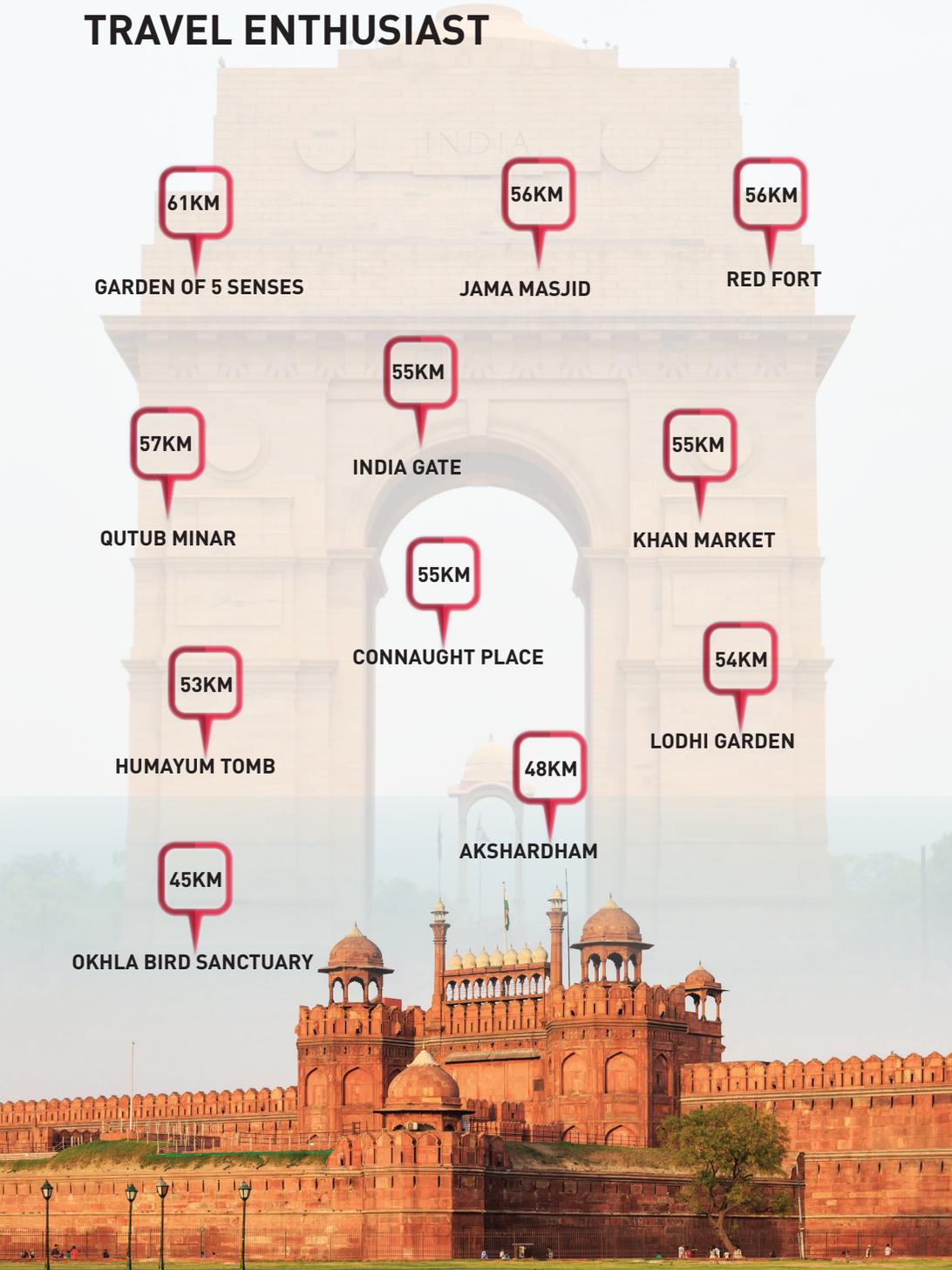
SURVIVAL KIT

Everyone of you probably knows plenty of apps that fits your needs the most, but there are few apps apart from Hike, Whatsapp and Instagram that you can't avoid using at SNU. We are here to tell you about few of them.

CamScanner
Google Drive
Amazon pincode : 203207 – check this)
Flipkart
Duolingo
Paytm
BHIM
Tez
Ola
Uber

IRCTC
Google Maps
Unipool
Mess menu Application
Facebook Groups :
Snu Digital Market Place
Snu Students Club
Lost and Found SNU
SNU Mess

POST OFFICE

Campus has India Post facility which you may avail to send or receive mails/ parcels. Please note that for receiving mails, the parcel/ letter must mention university's complete address along with Student Name, Roll Number and Hostel Room Number Mailing Address:

Shiv Nadar University
PO Shiv Nadar University,
Greater Noida, Gautam Buddha Nagar,
Uttar Pradesh
Zip Code: 201314

BANKING

The Campus has a fully functional HDFC bank with ATM facility. It is recommended that the students get a bank account with HDFC with a debit card facility for their convenience. HDFC Bank - Business Hours: Monday to Saturday 10 a.m to 4 p.m (As per guidelines issued by Reserve Bank of India, banks will not be operational on 2nd and 4th Saturdays and all Sundays of a month). We also have a Punjab National Bank ATM machine located in the C Block of SNU.

SNU encourage students to go cashless and for the convenience of the students, all the vendors at SNU accept payments through Paytm, which is our official payment partner. Students are encouraged to use digital modes of payments through Paytm, BHIM, Google Tez, Chillr, etc., and to restrict the usage of cash to minimum. This is for the students safety.

Shiv Nadar University - Master Plan
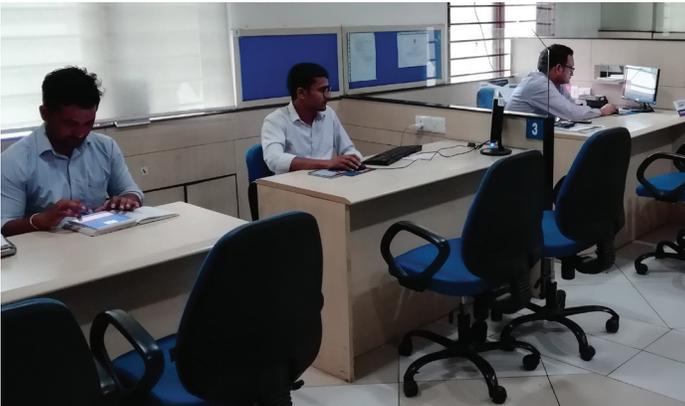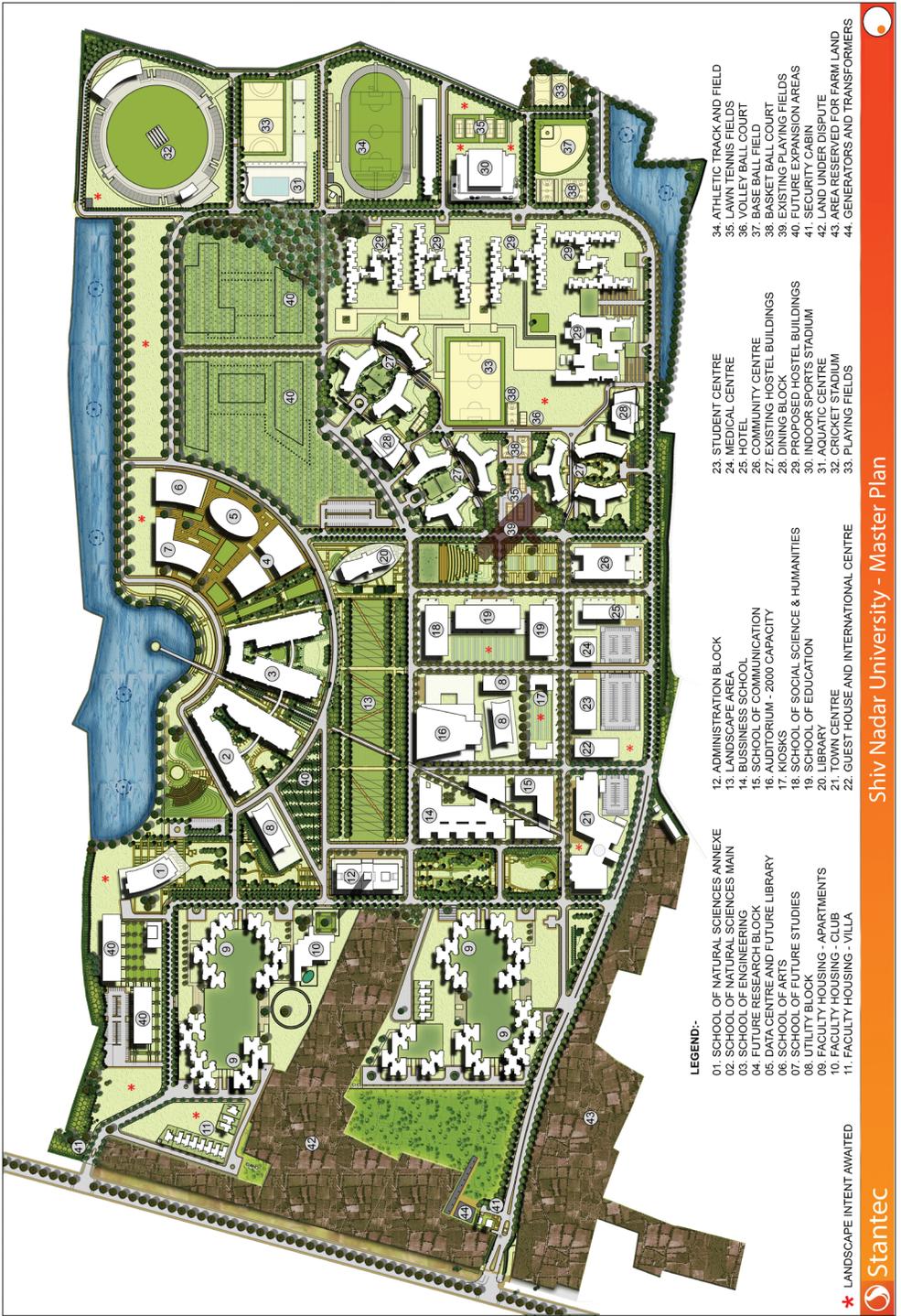
LEGEND:-

01. SCHOOL OF NATURAL SCIENCES ANNEXE
02. SCHOOL OF NATURAL SCIENCES MAIN
03. SCHOOL OF ENGINEERING
04. FUTURE RESEARCH BLOCK
05. DATA CENTRE AND FUTURE LIBRARY
06. SCHOOL OF ARTS
07. SCHOOL OF FUTURE STUDIES
08. UTILITY BLOCK
09. FACULTY HOUSING - APARTMENTS
10. FACULTY HOUSING - CLUB
11. FACULTY HOUSING - VILLA

12. ADMINISTRATION BLOCK
13. LANDSCAPE AREA
14. BUSSINESS SCHOOL
15. SCHOOL OF COMMUNICATION
16. AUDITORIUM - 2000 CAPACITY
17. KIOSKS
18. SCHOOL OF SOCIAL SCIENCE & HUMANITIES
19. SCHOOL OF EDUCATION
20. LIBRARY
21. TOWN CENTRE
22. GUEST HOUSE AND INTERNATIONAL CENTRE

23. STUDENT CENTRE
24. MEDICAL CENTRE
25. HOTEL
26. COMMUNITY CENTRE
27. EXISTING HOSTEL BUILDINGS
28. DINING BLOCK
29. PROPOSED HOSTEL BUILDINGS
30. INDOOR SPORTS STADIUM
31. AQUATIC CENTRE
32. CRICKET STADIUM
33. PLAYING FIELDS

34. ATHLETIC TRACK AND FIELD
35. LAWN TENNIS FIELDS
36. VOLLEY BALL COURT
37. BASE BALL FIELD
38. BASKET BALL COURT
39. EXISTING PLAYING FIELDS
40. FUTURE EXPANSION AREAS
41. SECURITY CABIN
42. LAND UNDER DISPUTE
43. AREA RESERVED FOR FARM LAND
44. GENERATORS AND TRANSFORMERS

* LANDSCAPE INTENT AWAITED

Stantec

SNU campus is growing both in number of residents and infrastructure, thus, safety and security on campus is given utmost importance. The 256 acre campus has boundary walls with security guards deployed all along the campus for guarding and controlling ingress and egress. The campus has a three layer protection, namely–the Main Gate, Inner gate, and Hostel Entrances. The security is deployed round the clock, throughout the year making it intense yet non-obtrusive and are well connected through a portable wireless system. Additionally, areas including the main gate, inner gate (operational area surrounded by green fencing) and hostel common areas are monitored by CCTV.

The Administration Department operates Campus Security and Safety including HSE (Health, Safety and Environment) and provides succour and relief in unplanned incidents even outside the campus radius. In addition to campus patrols, the University has many safety programs in place including HSE committee, a campus wide notification system for all concerned, for up-dates
and whistle alert program besides walkie talkies and CCTV.

The following areas are restricted for students, better known as 'out-of-bound-area':

- STP Plant Area
- Main Gate Garden Nursery Area
- P12 road and S9 road Area
- Business School and Utility -I Area (as it is under construction)
- Behind R Block and Labour Colony Gate - 2
- Cricket Ground and Peermazaar
- Batching plant Area
- Behind the corridors of all the hostels.
- Terrace of any Hostel buildings
- Terrace of any Academic Buildings

HOUSING AND ACCOMMODATION

- At SNU, we acknowledge the need for creating a microcosm on campus to adequately represent the diversity that characterizes India. Hostels at SNU are fully residential, state-of-the-art and gender segregated units, designed to create personal space while incorporating shared living.

- Each individual space comes with a Bed, Mattress, Almirah with lock and key, Study table, chair and individual LAN ports. The hostels are totally Wi-fi enabled. Besides, each hostel is provided with a pantry on the ground floor equipped with Microwave ovens and purified Drinking Water facilities. The hostel is also facilitated with a yoga room on the fifth floor, a T.V room on the fourth floor as well as a Table Tennis table on the third floor. The remaining three common areas are also open to students for various extracurricular and academic endeavors.

- Each room is also provided with a checklist of items through which students can verify whether they have received everything or not and also provide feedback.

- The hostel also has the latest equipment to make sure that students have an efficient

laundry system within their hostels. The use of laundry services from the authorized vendor is mandatory for all the students, rules for graduates may vary. Photocopy service is provided to students in Hostel 2C at minimal rates. Hostels are also equipped with solar heaters, adequately backed by electricity for overcast days.

- Embracing the diversity on campus - of culture and food preferences, the three large Dining Halls (DH 1,2 and 3) provide a full spectrum of gastronomic delights. Hygienic; well–furnished; well–equipped dining areas to provide a unique blend to living and learning on campus. Functional seven days a week, the dining halls offer an assortment of Indian and International cuisines and are well serviced by fully functional HACCP (Hazard Analysis and Critical Control Points) governed catering service providers. These are also supplemented by a food court in the main academic block; a café in the central library building and kiosks at the hostel block that sells a variety of snacks. The quality of food served on campus is closely monitored by the student-elected mess committee and the University administration.

- The undergraduate students are not permitted to keep any vehicles apart from cycles. The cycles belonging to students are to be parked in the designated parking slots only. PG students can keep their two-wheelers after the permission of the Head of Admin and they are to be parked in the designated places.

ANNEXURE HOSTEL RULES

Section A

Shiv Nadar University is a residential campus and students enrolled at the University have to stay on campus for the duration of their respective programmes. Please read the following carefully,

A.1 Occupancy at Hostel

Twin or Single bedded rooms are available in the hostels, which is allotted to students as per the rules and availability by the Office of Dean of Students Welfare. Please refer to the Hostel

Entitlement Policy for details on room allocation process. (student policies folder - https://snulinks.snu.edu.in/snuPolicies/students/)

A.2 Duration of Different Programs and your Stay at the Hostel

• Duration of Different Programs,

— Undergraduate Programe (B.Tech., B.Sc., B.A.), minimum of 6 full semesters to maximum of 12 full semesters, ideally completed in 8 full semesters — Masters Programes (M.Tech., M.Sc., M.A, MBA.), four full semesters — Ph.D. Programe, six full semesters (as per the residency requirements of the particular program)

• Any student who needs to stay beyond his/her programs' duration shall have to seek permission from the Dean of Students' Welfare for extension, which shall be considered subject to availability of rooms.

• All students have to deposit the hostel fees as directed. This covers two days before the

beginning and after the end of the semester

• Hostel accommodation is provided with an understanding that the resident students will strictly abide by the hostel rules and code of conduct. It is expected that every student is acquainted with the rules and regulations of the hostel and s/he must comply with them in letter and spirit. Ignorance of rules will not be considered as an excuse for violation.

• The University Administration may refuse accommodation to any student who is known to have violated the Hostel Rules or whose presence is likely to disturb the peace and tranquility of hostels. Violation of hostel rules will make the student liable to disciplinary action which may include permanent expulsion from the hostels.

Section B
B.1 General Rules and Regulations of hostel

1. Every student must stay in the room allotted to her/him. Changing the allotted room is not allowed. However, the Associate/Dean Student Welfare may allow change of room as a special case on valid and reasonable grounds.

2. The University authorities may ask any student to change her/his room under special circumstances during a regular semester.

3. Students are required to carry their identity card at all times and show it on demand by any authorized person.

4. Given the geographical location of the University and safety concerns thereof, students are not encouraged to leave the campus before 6:30 AM and after 8 PM. The students in any case must return to University campus by 9:00 PM. The DSW / wardens may issue a gate pass at his/her sole discretion under special circumstances.

5. Students are required to cooperate fully with the authorities to ensure security and shall not argue with security personnel.

6. The warden or any other authorized member from the Office of Dean of Students' Welfare can inspect the room of any student at any time. Such inspection shall be done in the presence of at least one member from the Student Hostel Committee OR Student Volunteer OR Student Resident Assistant.

7. Few designated places shall be provided to students to put up their notices etc., in consultation with the Students Hostel Committee.

8. Students are expected to ensure cleanliness of their rooms and to help maintain general upkeep of hostel premises. Housekeeping service shall not be available outside the published schedule hours and therefore students should check the published schedule on the hostel notice board and make themselves available to get their respective room cleaned during the mentioned timings.

9. Electrical wirings/fittings in the hostel rooms are not designed for heavy load and therefore use of Electrical Appliances like Heater, Fridge, Electric Iron, Electric Kettle, Induction Cooktop, Room Cooler, Immersion Rod etc. are Not Allowed In The Hostel.

10. Students shall not play loud music and shall not do anything which would cause disturbance to hostel inmates. Earphones must be used if someone wants to listen to music, to watch a movie or to play computer games. Students will not play any outdoor

games like football, cricket etc in the corridors of the hostel or the areas in front of the hostel.

11. Possession and/or consumption of alcoholic drinks, cigarettes, and substance of abuse is COMPLETELY BANNED inside and outside of the hostels and on SNU premises. Aiding, Abetting and Possessing of any such material and activities are liable to strict disciplinary action leading to heavy fine that may lead to termination from the University rolls.

12. Birthday celebrations/any parties are not allowed In hostel premises

13. Cooking is strictly prohibited inside hostel premises. No induction cooker, stove, any other cooking appliances are allowed inside the room. Possession of any such items may lead to strict disciplinary action and leading to heavy fine.

14. Broken/Fused Bulbs, Tube Lights is to be replaced by the room occupant during the stay/ semester.

15. If a UG student enters campus premises after 9:00 P.M, his/her ID will be confiscated at the main gate. Students are requested to deposit their Id cards and the Id card can be collected from the DSW on the next working day after stating a valid excuse. Three late entries are allowed per semester, out of which the first late entry is counted but it has no monetary fine. The rules have to followed as the number of late entries would lead to monetary punishment as well as the details would be shared on the parent's postal address.

16. In case of a lost ID card, temporary ID card will only be issued after payment. Also, the wardens are authorized to issue temporary ID card only on non working days. Students

are required to collect there temporary ID cards from the admin department during working days.

B.2 Moving Out of Campus

1. Entry into SNU campus is regulated and all students have to cooperate with SNU staff and should present their IDs whenever required. If security rules require entry to be made in some records, the students shall abide by the same.
2. All UG Students are not permitted to leave the hostel for night outs without explicit written permission/out-pass from their respective hostel warden. Such leave has to be applied on the prescribed gate pass format well in advance. Issuance of night out pass is a matter of privilege and not a right. Student leaving hostel without the necessary permission shall be deemed to be missing and Parents/Guardians/Police authorities may be informed by the Office of Dean of Students' Welfare.

The wardens are not responsible for the condonment of attendance.

B.3 Moving in - Campus

All the students must read the student handbook for the rules and responsibilities of SNU Life.

All students must check the condition of their room thoroughly including bed, mattress and the wall. In case of any damage, they must write an application informing their respective Wardens or send an email and must keep the written proof of their complaint. In the absence of the written proof (an email or application) received by DSW office, they would be liable to pay the charges or fine for the damage incurred at the time of leaving the hostel / handing over the room. However, if the persons causing damage cannot be identified, the cost of repairing the same will be assessed and will get distributed equally amongst all the inmates of the hostel or group of inmates/ students of that wing of the hostel found responsible for the damage (Please refer to the Damage Policy in STUDENT POLICY section via SNU LINKS).
Note: Students cannot move out of campus from 9:00 PM to 6:00 AM.

B.4 Vacation period

1. The University has winter and summer vacations for students in December and during May-July respectively.
2. Students shall be required to vacate their rooms before leaving for the summer vacation (May-July) and carry along all their belongings. The University however, may provide a cloak room on request, entirely managed by the students. Any student willing to avail this facility must PROPERLY pack and label their baggage. The University will NOT be responsible of any loss or damage to the articles/baggage. The cloak rooms are managed by the student hostel committee.
3. Students shall require special permission from the Dean, Student Welfare (DSW) to avail the hostel accommodation for research/academic/internship or any other official work during vacation periods. The DSW shall grant such permission on the recommendation of faculty sponsor/advisor and the head of the department. Such students shall be

required to pay necessary fees as per the University policy. The forms are available at DSW office.

4. Any damage to hostel property and violation of any of the stated rules will result in penalty and appropriate charges will be taken. The Dean of Student Welfare is the authority for deciding hostel room allocations. All the students, except PhD would be assigned a new hostel and room every year in the month of May/June.
All the PhD students may have to move to an operating hostel during the summer break. The students are required to move to the new place within one week of allocations.

B.5 Visitors in the Hostel

1. Entry of parents or the visitors to students shall be restricted till the designated areas in hostel reception lobby area only. The visitors cannot stay beyond 7:30 PM unless otherwise approved by the DSW.
2. Any student or visitor found to have visitor/s in their room or beyond the designated area shall be liable to disciplinary action.

B.6 Hostel Inventory and loss of/ damage to Hostel/University Property of any kind

1. The students are required to check the hostel room inventory carefully at the time of checking-in. They shall be required to hand over the room back to the hostel authorities in as good condition as was given to them. Any replacement of inventory articles such as mattress, curtain rods, tube lights, fans, almirah locks, keys etc. during the regular semester shall be the responsibility of the students.
2. In case of damage willful OR otherwise, to any part of the hostel buildings, furniture, apparatus or other property of the University, the loss shall be recovered from the persons identified as responsible for such damage. However, if the persons causing damage cannot be identified, the cost of repairing the same will be assessed and will get distributed equally amongst all the inmates of the hostel or group of inmates/students of that wing of the hostel found responsible for the damage (Please refer to Damage Policy in STUDENT POLICY section via SNU LINKS).

Section C
C.1 Ragging

As per the directives issued by the Hon'ble Supreme Court of India and the University Grants Commission, Ragging is cognizable and punishable offence and is totally banned in or out of the university. The university shall take action in accordance with the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging. For details of Anti-Ragging Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, please see, htpp://snu.edu.in/pdf/Anti-Ragging-Affidavit.pdf.

The University gives paramount importance to safety and security of every student and follow a zero tolerance policy against Ragging. Any student found indulging in ragging or any

related activity will be dealt with strictly by appropriate disciplinary action as prescribed under Clause 9 of the Anti-Ragging Regulation of UGC.

Please read the following carefully:

1.   Ragging will include but not limited to actions such as:

•   Display of noisy, disorderly conduct, or performing any act, which causes or is likely to cause physical or psychological harm or raise apprehension or fear, shame or embarrassment to a student in any academic institution.

•   This includes teasing, abusing, plying practical jokes or causing hurt to students asking the student to do any act or perform something which a student will not in the ordinary course be willing to do. For more details please refer to Clause 3 of Anti Ragging Regulation of UGC in the link given above.

•   UGC Regulations on Curbing the menace of Ragging in Higher Educational Institutions includes any act of physical or mental abuse (including bullying and exclusion) targeted at another student (Fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

2.   Mandatory for every semester: All the students are required to visit the link http://antiragging.in/site/affidavits_registration_form.aspx

•   and fill up online Anti Ragging undertakings by Students and Parents/Guardians. After filling this form online you will receive the Student's and Parent's Anti Ragging Undertakings in your email. Please print both the Undertakings, sign them yourself, and by your parents/guardians and submit both the undertakings to the Registrar Office every year in the beginning of the academic year, during your stay in SNU.

3.   It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the authorities of the University

IMPORTANT CONTACTS

NUMBERS THAT YOU MAY NEED
AT MANY INSTANCES THE
FORTHCOMING DAYS
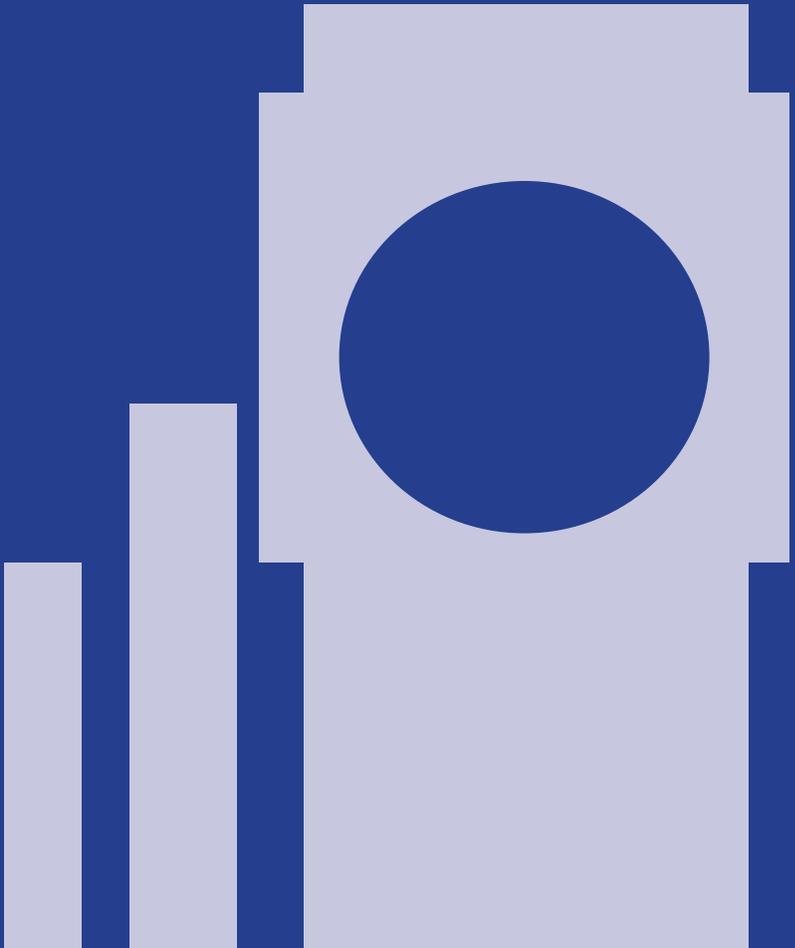
OFFICES & SERVICES

Office of the Dean of Students' Welfare

The Office provides assistance for student in academic as well as extra-curricular initiatives and encourage involvement in campus life. DSW office is involved in formulation of campus wide policies, academic and non-academic support services including: out-of-classroom learning services, services for handicapped/disabled members of the campus community and support for minority and economically disadvantaged students also lie with the office of the Dean of Students welfare and also the formulation and enforcement of the University's General Code of Conduct and Code for Academic and Student Conduct.
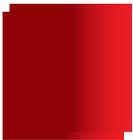
Tulika Chandra
Dean, Student Welfare
dean.sw@snu.edu.in
Ext. 111 | Office location: D010

Nishant Mishra
Assistant Dean, Student Welfare
nishant.mishra@snu.edu.in
Ext. 221 | Office location: C219

Munmun Bhatnagar
EA to the Dean, Student Welfare
munmun.bhatnagar@snu.edu.in
Ext. 799 | Office location: D010

Sudhir Kumar
Senior Executive, Dean, Student Welfare
sudhir.kumar@snu.edu.in
 Ext. 837 | Office location: D010

Dean, Student Welfare Office is also responsible for the overall hostel management, hostel room allocation, mess and food services, etc. and is supported by a team of University

Hardeep Singh
Senior Manager (Residential)
hardeep.singh@snu.edu.in
Ext. 762
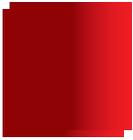
Seema Rani
Warden (Girls Hostel) T9,T2,T1
seema.rani@snu.edu.in
Ext. 731

Ashok Bhardwaj
Senior Warden (Boys Hostel) 1A, !B & 1AX
ashok.bhardwaj@snu.edu.in
Ext. 722

Gaurav Bhardwaj
Warden (Boys Hostel) T5, T3
gaurav.bhardwaj@snu.edu.in
Ext. 1502

Jaya Sharma
Warden (Girls Hostel) 3C
jaya.sharma@snu.edu.in
Ext. 686

Neelam Chaudhary
Warden (Girls Hostel) 2A, 2CX
neelam.chaudhary@snu.edu.in
Ext. 691

Vishveer Singh
Warden (Boys Hostel) 3A, 3B
vishveer.singh@snu.edu.in
Ext. 680

Sandeep Singh
Warden (Boys Hostel) 2B, 2C
sandeep.singh@snu.edu.in
Ext. 728

OFFICE OF THE DEAN OF UNDERGRADUATE STUDIES (UG)

The Office of the Dean of Undergraduate Studies has the responsibility for developing and implementing the academic and administrative policies pertaining to the undergraduate programs and students of the University, in accordance with the University's mission to "help students acquire and develop knowledge, skills, and leadership qualities relevant in the 21st Century and beyond".

Amber Habib
Dean, Academic Affairs (UG)
Dean.ug@snu.edu.in
Ext. 836 | Office location: A109
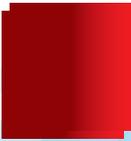
Rajeev Kumar Singh
Assistant Dean, Academic Affairs (UG)
rajeev.kumar@snu.edu.in
Ext. 247 | Office location: D334

Ziaur Rehman
Assistant Controller of Examinations
ziaur.rehman@snu.edu.in
Ext. 223 | Office location: C219J

Manish Dhawan
Educational Technologist
manish.dhawan@snu.edu.in
Ext. 779 | Office location: D012

Neha Gautam
Assistant Academic Coordinator
neha.gautam@snu.edu.in
Ext. 740 | Office Location: D012

OFFICE OF THE DEAN OF RESEARCH AND GRADUATE STUDIES

The Office of the Dean of Research and Graduate Studies is responsible for developing and implementing the academic and administrative policies for graduates i.e. managing and coordinating the University's advanced programs of study that lead to the award of a Masters or Doctoral degree.

Rupamanjari Ghosh
Vice Chancellor and Dean, Research
vc@snu.edu.in
Ext. 840 | Office Location: C321 A

J P Gupta
Dean, Graduate Studies and Director, School of Engineering
dean.graduate@snu.edu.in
Ext. 210 | Office location: B220

Karthik Krishnan
Assistant Dean, Research and Graduate Studies
karthik.krishnan@snu.edu.in
Ext. 752 | Office location: D130

C.V. Tomy
Director, School of Natural Science
director.sns@snu.edu.in
Ext. 110 | Office Location : B122B

INTERNATIONAL OFFICE

International office works as a liaison office to interact with foreign institutions, embassies, Indian missions abroad, not-for-profits etc. The office creates opportunities for SNU students such as study abroad, international work experience, internship, service projects, volunteering etc. and finding ways to make study abroad affordable and without loss of time to graduate.

Ram K Sharma
Head, International Affairs
ram.sharma@snu.edu.in
Ext. 817 | Office location: D130 A

OFFICE OF THE REGISTRAR

Office of the Registrar performs a wide range of functions related to student records and academic administration.

Sudhir Naudiyal
Registrar
registrar@snu.edu.in
Ext. 211 | Office location: D014

George Nellickal Chacko
Senior Co-ordinator
registraroffice@snu.edu.in
Ext. 757 | Office location: D014

Ankit Singh Tanwar
Assistant Registrar
ankit.tanwar@snu.edu.in
Ext. 464 | Office location: D014

ADMISSIONS OFFICE

Located in Lower GF in E block, addresses all queries related to admission, joining, notifications, scholarships etc. For any generic admission related query, write to **admissionoffice@snu.edu.in or call 18001021768.**

Anil Nair
Admission Head
anil.nair@snu.edu.in
Ext. 250 | Office Location : Lower GF, E012

CAREER DEVELOPMENT CENTER (CDC)

The Career Development Centre supports the students in shaping and managing their careers by building key ingredients required for a student to be a complete professional. The Intensive Student Development Program focuses on Training students on various Skills through Career Counseling, Boot Camps and Talks while the Industry Connect Program builds a network of Partnering Organizations focusing on Industry Leadership Talks, Mentorship Program , Internships and eventually Placements .

Anubha Bali
Head, CDC
anubha.bali@snu.edu.in
Ext. 200 | Office location: B220

STUDENT COUNSELLING SERVICES

Provides comprehensive, accessible, flexibly-delivered peer Counselling services.
The Counseling Service are independent of academic and administrative units and maintains absolute confidentiality of information that is shared during the counseling process. Peer Group Counselling: comprising 30 student members. Students can reach out to the Student Counseling Services by dropping an email to: **student.counselling@snu.edu.in**

Paromita Goswami
Faculty Advisor, Associate Professor, SME
paromita.goswami@snu.edu.in
Extn.278 / Office location: C322 G

Gita Setya
Psychologist & Counselor
gita.setya@snu.edu.in
Extn.435 / Office location: B222 G

UNIVERSITY CENTRAL LIBRARY
Is housed in a huge block with an extensive collection of books, scientific and technical journals and electronic reference material, which is updated regularly.

TRB Sharma
Head, Librarian
librarian@snu.edu.in
Ext. 829 | Office Location : E Block

FINANCE DEPARTMENT
Provides guidance and support for all finance related concerns.

Alok Sharma
Finance Officer
alok.sharma@snu.edu.in
Ext. 228 | Office Location : B222G

IT DEPARTMENT
Provides guidance and support for all IT related concerns.

Rajesh Dawar
IT Head
rajesh.dawar@snu.edu.in
Ext. 105 | Office Location: E30
 IT Helpdesk: Extn 105
email: ithelpdesk@snu.edu.in

ADMIN DEPARTMENT

Provides guidance and support for all administration related concerns.

Bhaskar Mishra
Admin Head
bhaskar.mishra@snu.edu.in
Admin Helpdesk: Extn 104
email: adminhelpdesk@snu.edu.in

OFFICE OF PHYSICAL EDUCATION

At SNU comprises of Sports Officers and Coaches having rich experience and technically qualified in areas of Sports. Our sports staffs are dedicated to see the players grow as healthy individuals with good portsperson spirit.

Amrish Tony
Deputy Director
amrish.tony@snu.edu.in
Ext. 724

Pawan Negi
Sports Officer
pawan.negi@snu.edu.in
Ext. 372

Tara Devi
Sports Officer
tara.devi@snu.edu.in
Ext. 705