

PROSPECTUS – 2022

Admission to

M.E. (Modular) PROGRAMMES



Academic Cell

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Training and Research,
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NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH, SECTOR-26, CHANDIGARH

Vision

To be a lead resource institute for promoting excellence in technical education system.

Mission

- To offer continuing education and training programs for the faculty and staff of the technical education system.
- To develop need based curricula for technical education programs.
- To develop instructional material to enhance effectiveness of teaching-learning process.
- To undertake research and development in engineering & technology and technical education.
- To provide extension and consultancy services to technical education.

Core Values

- **Quality** - Focusing on standards of performance and continuous improvement
- **Professionalism** - Demonstrating highest level of performance with highest standards of ethical behavior, intellectual honesty and professional conduct.
- **Accountability** - Owning responsibility for academic work
- **Innovation** - Promoting and encouraging creativity
- **Collaboration** - Encouraging and supporting networking, within and outside the institute at national and international level
- **Transparency** - Ensuring openness in policies, rules and regulations and working

Quality Policy

Institute is committed to provide high quality and customized education, training, research & development and extension services to technical and vocational education system, industry and community. The institute shall develop leadership in technical teacher training and provide educational products and services to enable the technical education system to achieve excellence internationally.

ADMISSION TO M.E. PROGRAMMES (Both Regular & Modular)

GENERAL INFORMATION

1. The Institute

In realization of the need for training better quality technicians to meet the large scale industrialization of the country, the Ministry of Human Resource Development (the then Ministry of Education), Government of India established four Regional Technical Teachers Training Institutes (now National Institute of Technical Teachers Training & Research, NITTTR at Bhopal, Chandigarh, Chennai and Kolkata in 1967. The Institute at Chandigarh is one of these four NITTTRs, started in collaboration with Royal Netherlands Government (upto 1974). It was established to meet the requirements for the growth and development of polytechnic education in the northern region covering the states of Jammu and Kashmir, Himachal Pradesh, Punjab, Haryana, Rajasthan, Uttar Pradesh, Uttarakhand, Delhi and Union Territory of Chandigarh. The institute is registered under the Societies Registration Act, 1860 and is managed by a Board of Governors.

The institute started with long term teachers' training programmes for polytechnic teachers in 1967 and was also entrusted with the responsibility of promoting curriculum development work for the states in the region. To improve the competence of teachers for implementing new curricula designed by this institute, short term courses are being offered since 1967. The institute established a Media Centre in 1981 for preparing print and non-print instructional materials.

The institute also set up the department of Rural Development and the department of Entrepreneurship Development to assist polytechnics in promoting entrepreneurship and community development activities. The Educational Television and Computer Science departments were established in the year 1981 and 1982 respectively. Since 1983, the institute has been guiding and assisting the states in the areas of Educational Planning and Management. Since 1992, the institute started offering Regular Master of Engineering Programmes in (i) Engineering Education and (ii) Manufacturing Technology. In the year 1994, two more programmes namely Master of Engineering in Construction Technology and Management and Computer Science and Engineering were added. In the year 1998, two more Master of Engineering Programmes in Instrumentation and Control and Electronics and Communication Engineering were added. Since 2005, the institute started offering these Master of Engineering Programmes in all the above disciplines on Modular basis also. All these ME programmes, being offered for teachers of technical institutions and their administrators, working professionals from industry and fresh engineering graduates, are duly approved by AICTE, New Delhi and Permanently affiliated to Panjab University, Chandigarh.

Since June 2001, this institute has been conducting short term courses in various subjects for faculty of Engineering Colleges in addition to organizing AICTE sponsored Training Programmes.

Upgradation of the Institute: The institute has been upgraded and renamed as National Institute of Technical Teachers Training and Research on 18th November, 2003 with an objective to play a wider role for the improvement of Technical Education in the country. Director is the Executive Head of the institute. Presently, Director of the institute is Professor Prof. Shyam Sunder Pattnaik.

ISO Certification: The institute is ISO 9001-2015 certified.

Programmes and Activities: To achieve its stated objectives, the institute undertakes the following spectrum of activities:

- i) Education and Training Programmes
- ii) Curriculum Development
- iii) Instructional Material Development
- iv) Research and Development
- v) Extension Services
- vi) Consultancy in Technical Education and Technology areas

Keeping in tune with the various emerging needs of the country, the institute presently extends its services in the following areas as well:

- i) Media Development including information resources, their acquisition, storage and retrieval
- ii) Entrepreneurship Development
- iii) Industry Institute Interaction
- iv) Continuing Education for working engineers/technicians
- v) Transfer of Appropriate Technology to rural areas
- vi) Integrating Persons with disabilities with the mainstream of Technical and Vocational Education

The institute also offers consultancy services to international, national and state level organizations in the above areas.

Research Programmes

The institute has been recognized as a ‘Research Centre’ by Panjab University, Chandigarh (in 2006), by Punjab Technical University, Jalandhar, Punjab (in 2005) as well as JC BUST (YMCA) Faridabad for pursuing research work leading to the degree of Doctor of Philosophy i.e. Ph.D. At present, around 70 candidates are pursuing their Ph.D. work in various disciplines under Faculty of Engineering & Technology & other Faculties of Panjab University, Chandigarh as well as PTU, Jalandhar. Out of 49 candidates admitted, around 20 candidates are pursuing Ph.D. programmes under QIP (Poly) scheme of AICTE, New Delhi and 5 candidates under DST-Inspire, ABB Global Industries and Maulana Azad National Fellowship etc.

Names of the Departments/Centres

| | | | |
|----|---|-----|---|
| 1. | Applied Science Department | 7. | Electronics & Communication Engineering Department |
| 2. | Civil Engineering Department | 8. | Entrepreneurship Development and Industrial Coordination Department |
| 3. | Computer Science & Engineering Department | 9. | Library |
| 4. | Curriculum Development Centre | 10. | Mechanical Engineering Department |
| 5. | Education & Educational Management Department | 11. | Media Engineering |
| 6. | Electrical Engineering Department | 12. | Rural Development Department |

2. Rationale for Introduction of Master of Engineering Programmes

To keep pace with rapid advancement in technology, the country requires high quality manpower with technical and managerial capabilities in 21st century. There are primarily *three* distinct categories of technical manpower needed by the industry in the country, i.e., engineers, technicians and skilled workers. Personnel of each of these categories play an equally important role in the day-to-day running as well as the development and growth of industry. The institutions which are producing technical manpower, therefore, need teachers who have the required knowledge and skills to train good technicians and engineers.

Thus, there is a great need to reorient and upgrade the knowledge and skills of existing teachers of technical institutions through **Industry oriented and Practice based Programmes in Engineering and Technology at Master’s Degree level**. These programmes will help develop the professional capabilities desired by teachers for training technicians/engineers that would meet the changing requirements of industry. Apart from teaching, there are some very significant aspects of technical education management and training towards which the people are working in the technical education system. To meet the training requirements of such personnel engaged in the planning and management of technical education, curriculum development, instructional material development, rural and community development, entrepreneurship development, industry-institute interaction etc. at various levels, there was an urgent need that a Master’s degree programme in Engineering Education which provides different specializations matching the emerging requirements be instituted. In view of the foregoing, the institute started offering the following programmes:

Master of Engineering Programmes (Modular)

Towards facilitating qualification enhancement of teachers in technical institutes who hold a Bachelor's degree in their respective disciplines, the institute designed and developed a new path breaking system and approached All India Council for Technical Education, New Delhi and Panjab University, Chandigarh for approval of Master of Engineering Modular Programmes. With approvals secured, the institute started offering these programmes in *five* disciplines namely (i) ME in Mechanical Engineering (Manufacturing Technology) (ii) ME in Civil Engineering (Construction Technology and Management) (iii) ME Computer Science & Engineering (iv) ME Electrical Engineering (Instrumentation & Control) (v) ME Electronics & Communication Engineering w.e.f. June, 2005, thus creating a new era in technical education in the country.

Accreditation of ME Programmes

Three ME Programmes, viz., ME in Computer Science & Engineering, ME in Electrical Engineering (Instrumentation and Control), and ME in Electronics & Communication Engineering are accredited by National Board of Accreditation (NBA), New Delhi for the Academic Years 2016-2017 and 2017-2018 (extended by one year by NBA on submission of pre-qualifiers) vide its letter No. 31-49-2014-NBA dated 04.02.2017. ME Programme in Computer Science and Engineering was later on accredited for 5 years i.e. upto 2020-21 vide NBA letter No. F. No. 31-49-2014-NBA dated 16.05.2017.

ME Modular Programmes:

Total number of seats in each of the ME (Modular) Programmes is given below:

| S. No. | Branch of Master of Engineering (Modular) Programme | Number of seats |
|--------|--|-----------------|
| | | Modular |
| i. | ME in Mechanical Engineering (Manufacturing Technology) | 23 |
| ii. | ME in Civil Engineering (Construction Technology & Management) | 45 |
| iii. | ME in Computer Science & Engineering | 23 |
| iv. | ME in Electrical Engineering (Instrumentation and Control) | 23 |
| v. | ME in Electronics & Communication Engineering | 23 |

Total number of seats in each of the five ME (Modular) programmes at Sr. Nos. (i) to (v) **above are 18 except in case of Civil Engineering**, for sponsored Polytechnic/Engineering College Regular teachers, officials of Directorates, Boards of Technical Education, Universities and official/staff of NITTTRs. However, sponsored candidates from industry & other organizations may also apply in these ME (Modular) programmes as vacant seats, if any, under sponsored teacher category candidates in all ME (Modular) programmes will be filled up from amongst corresponding eligible sponsored candidates from industry and other organizations.

Reservation

15% seats are reserved for SC candidates, 7.5% seats for ST candidates, 3% for disabled candidates, 27% seats for OBC candidates and 10% for EWS under general category as per instructions of Govt. of India applicable to Central Educational institutions. The institute reserves the right of admission entirely and the decision of NITTTR authorities on admission will be final in all the cases. The institute reserves the right to make any amendment in the prospectus as and when it is deemed necessary.

3. Qualifications and Experience for Admission

M.E. in Computer Science and Engineering: A Bachelor's Degree in Computer Science & Engineering/Electronics Engineering/ Electrical Engineering/ Instrumentation & Control Engineering/Information Technology from a recognized University or its equivalent with at least 60% marks in aggregate and post qualification experience of at least 1 year (2 years in case of AMIE) in teaching/industry/research organization. However, fresh graduates can also apply. But they will be considered after the applications received as per above qualifications are exhausted.

M.E. in Electrical Engineering (Instrumentation and Control) : A Bachelor's Degree in Electrical Engineering /Electronics Engineering/ Instrumentation and Control Engineering from a recognized University or its equivalent with at least 60% marks in aggregate and post qualification experience of at least 1 year (2 years in case of AMIE) in teaching/industry/research organization. However, fresh graduates can also apply. But they will be considered after the applications received as per above qualifications are exhausted.

M.E in Electronics and Communication Engineering: A Bachelor's Degree in Electronics and Communication Engineering from a recognized University or its equivalent with at least 60% marks in aggregate and post qualification experience of at least 1 year (2 years in case of AMIE) in

teaching/industry/research organization. However, fresh graduates can also apply. But they will be considered after the applications received as per above qualifications are exhausted.

M.E. in Mechanical Engineering (Manufacturing Technology) : A Bachelor's Degree in Mechanical Engg./Manufacturing Engineering (or Technology)/Production Engg./Industrial Engg./Automobile Engineering from a recognized University or its equivalent with at least 60% marks in aggregate and post qualification experience of at least 1 year (2 years in case of AMIE) in teaching/industry/research organization. However, fresh graduates can also apply. But they will be considered after the applications received as per above qualifications are exhausted.

ME in Civil Engineering (Construction Technology & Management) Programme

A Bachelor's Degree in Civil Engineering from a recognized University or its equivalent with at least 60% marks in aggregate and post qualification experience of at least 1 year (2 years in case of AMIE) in teaching/industry/research organization. However, fresh graduates can also apply. But they will be considered after the applications received as per above qualifications are exhausted.

A certified copy of conversion formula, in case of marks in grade points (i.e., CGPA to %), is essential. No Experience is required for admission of Fresh Engineering Graduates to ME (Regular) programmes and Industry Attached Specialization Programmes.

4. Special Features of ME Programmes

- (i) The nature of programmes offered are flexible, allowing self-pacing and taking up courses of study in a sequence and at the time convenient to the students within the maximum time frame as stipulated by the University for the completion of the programme.
- (ii) The focus is on the mastery of minimum essential competencies, enhancement of knowledge and development of capabilities such as learning to learn, problem solving, management skills etc.
- (iii) The focus is on to update knowledge base of teachers/students in specialized field(s) through these programmes. In addition to classroom teaching and laboratory work, the programmes make use of a combination of instructional techniques such as group discussion, home assignments, individual and group projects, independent study, remedial instruction, industry-based instruction, seminars, expert lecture sessions, field visit to industry etc.
- (iv) Assessment of students' performance is based on both continuous evaluation and end-semester evaluation with the use of a variety of assessment techniques matching the learning objectives of different courses of study. Completion of course work is followed by a thesis.
- (v) Almost all courses contain practical/laboratory tasks. These tasks form an essential component of the curriculum implementation. Thesis work is based on problems of technical education system and practical 'on – job Problems' of Industries.

5. Duration of the ME Modular Programmes

The normal duration of ME (Modular) Programmes including thesis will be 3½ academic years (7 spells, each spell of 5 weeks' duration). The maximum period of completion of the programme including thesis shall be 5½ academic years (11 spells).

6. Number of Theory Papers Allowed in a Spell

All students will be required to qualify in 12 theory papers (50 credits) as per study and evaluation scheme. No student will be allowed to register for more than two theory subjects in each spell. In addition, all students will be required to qualify preliminary thesis work (10 credits) in sixth spell, and thesis work (15 credits) in seventh spell. There shall be at least ten hours of lectures/tutorials/ practicals/drawing classes during the spell, for every hour of lecture/tutorial/practical per week. 1st, 3rd and 5th Spell (end-spell) examinations will usually be held in the month of December, and 2nd, 4th and 6th Spell (end-spell) examinations in the month of June every year. A candidate will be promoted to subsequent spell only if he/she has earned 50% of the total credits of the preceding spells.

7. Migration

All the candidates seeking admission to ME Programmes from other universities shall be granted provisional admission subject to the condition that his/her BTech/BE/B.Sc Engineering Examination has been recognized equivalent in the list of 'Equivalence of Examination' of Panjab University, Chandigarh. If the admission is NOT confirmed by the Panjab University, the candidate's name shall be removed from the institute rolls and he/she shall not be allowed to continue his/her studies at the institute. He/she shall have no

claim for any dues (except refundable security).

In addition, it will be the responsibility of the candidate to get the equivalence of his/her qualifying degree for the purpose of admission to ME programmes, In case, the qualifying degree of a candidate is NOT accepted as equivalent to the corresponding degree of Panjab University, Chandigarh for admission to Master's degree programme, the institute will not be held responsible for any delay or loss arising thereof.

Every student is required to submit his Degree and Detailed Marks Certificates in original immediately at the time of counseling, if selected for admission to ME Programme at the institute. In addition, they are also required to submit their migration certificate (in original) within a period of one month from the date of commencement of classes. Those who fail to submit the documents (i.e., degree, DMCs and migration) shall be liable to pay a fine as per rules & regulations of the Panjab University, Chandigarh and his/her admission is liable to be cancelled.

8. Conditions for Appearing in End-Spell Examinations

Periodic Tests for ME Modular Programmes: Every student has to appear in one periodic test (60% of total sessional marks) and Assignments/class projects/presentations/group discussions (40% of total sessional marks) as approved by the Panjab University, Chandigarh and must qualify the same. There will be NO 'special reappear examination'.

Attendance for ME Programmes: A candidate shall be eligible to appear in the university examination only if he/she has attended for each subject, not less than 85% of lectures. A deficiency in the required number of lectures and practicals may be condoned up to 10% by the Director of the institute only in the genuine cases. A candidate who does not fulfil the attendance requirements in any subject will have to repeat the course of instruction in that subject. Students who are absent from the institute continuously for 7 days without permission from the HOD/Director may not be allowed to join back the programme.

9. Examination and Result for ME Programmes

- (i) ME Programmes are organized on Credit System of study. Performance/progress of a candidate is measured by the number of credits that he/she has earned (completed satisfactorily, at least 'D' grade). Based on the course credits and grades obtained by the candidate, grade point average is calculated. The study and scheme of evaluation as approved by Panjab University, Chandigarh in this respect shall be followed.
- (ii) **Minimum Earned Credits: Completion of 75 earned credits including 25 credits for thesis work.**
- (iii) Weightage in each subject: Equal weightage will be given to internal assessment (sessional) and end semester/spell examination (major examination).
- (iv) A candidate with CGPA of 8.5 and above will be awarded ME degree with Honours.
- (v) Separate examination forms are to be submitted with the University for end- semester/spell and re-appear examinations.

Preliminary Thesis Work/Thesis Work for ME Programmes (Regular/Modular)

Four neatly typed or printed copies of Thesis properly bound, out of which two copies shall be submitted to the Head of the concerned Department through Guide and a copy to Head, Academic Cell of the institute for keeping a record in the institute library. The thesis grades shall be awarded as per criteria approved by Panjab University, Chandigarh given in Table 1 (w.e.f. 2015-16 session vide meeting of the Faculty of Engineering & Technology, PU, Chandigarh held on 28th March, 2015):

Table 1

| S. No. | Grade | Condition |
|--------|-------|---|
| 1. | A+ | Publication from Thesis in SCI indexed journal |
| 2. | A | Publication from Thesis in Scopus indexed journal |
| 3. | B+ | Publication from Thesis in proceedings of Conferences which is Scopus indexed |
| 4. | B | Presented paper in International Conference |
| 5. | C+ | Presented paper in National Conference |

The grades and their respective description, along with grade points are listed in the Table-2 given below:

Table 2

| Grade | Grade Point | Description |
|-------|-------------|-------------|
| A+ | 10 | Outstanding |
| A | 9 | Excellent |

| | | |
|----|---|-------------------------|
| B+ | 8 | Very Good |
| B | 7 | Good |
| C+ | 6 | Average |
| C | 5 | Below average |
| D | 4 | Marginal |
| F | 0 | Very Poor |
| R | - | Shortage of Attendance |
| I | - | Incomplete |
| NP | - | Audit Pass |
| NF | - | Audit Fail |
| W | - | Withdrawal |
| X | - | Unsatisfactory |
| S | - | Satisfactory Completion |
| Z | - | Course continuation |

Method for the Award of Grades is given in Table 3.

Table 3

| Marks | Grade | Grade Point |
|-------------|-------|-------------|
| ≥ 90 | A+ | 10 |
| ≥ 80 & < 90 | A | 9 |
| ≥ 70 & < 80 | B+ | 8 |
| ≥ 60 & < 70 | B | 7 |
| ≥ 50 & < 60 | C+ | 6 |
| ≥ 45 & < 50 | C | 5 |
| ≥ 40 & < 45 | D | 4 |
| < 40 | F | 0 |

The F-Grade denotes very poor performance, i.e., failing the course. If a candidate gets F grade, he/she will have to reappear in subsequent university examination as well as internal assessment examination for that subject. R-Grade will be awarded in case of poor class/lab attendance (<75%). A candidate who does not fulfill the attendance (<75%) in any subject, he will get R grade and he/she will have to repeat the course of instruction in that subject.

10. Evaluation and Improvement for ME Programmes

Subject wise result in the form of grades awarded to each student at the end of each spell/semester shall be prepared by the respective departments/institutes and sent to the university examination branch for the declaration of result and issuance of grade cards. Before sending the awards to the university, subject teacher will display the grades awarded to the students on the notice board after showing the answer sheets to the students within TEN working days. The process of evaluation is completed within FIFTEEN days from the date of conduct of examination. If a candidate is not satisfied with the award of marks in a particular paper(s), he/she may approach the concerned ME Coordinator for rechecking, if any as per the rules and regulations of Panjab University, Chandigarh.

The performance of a student shall be evaluated in terms of two indices, viz. Semester/Spell Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). SGPA is the grade point average for the semester/spell and CGPA is the cumulative grade point average for all the completed semesters/spells at any point in time. The earned credits (EC) are defined as the sum of course credits for course in which A+ to D grade has been obtained. Credits from courses in which NP or S grade has been obtained are also added.

Points earned in a semester =

$$\Sigma(\text{Course Credits} \times \text{Grade Points}) \text{ for courses in which A+ to D grade has been obtained}$$

The SGPA is calculated on the basis of grades obtained in all courses, except audit courses and courses in which S/Z grade is awarded, registered for the particular semester.

$$\text{SGPA} = \frac{\Sigma \text{Semester (Course Credits} \times \text{Grade Points) for all courses except audit and s or z grade course}}{\Sigma \text{Semester (Course Credits) except audit and s or z grade course}}$$

$$\text{SGPA} = \frac{\text{Points Secured in the Semester}}{\text{Credits Registered in the Semester, Excluding audit and s or z grade course}}$$

$$\text{CGPA} = \frac{\sum \text{Semester (Course Credits} \times \text{Grade Points) for all courses with pass grade except audit and s or z grade course}}{\sum \text{All Semester (Course Credits earned) except audit and s or z grade course}}$$

Conversion formula from CGPA to Percentage = 10 x CGPA as per letter No. 12057-75/GM dated 08.10.2013 received from Assistant Registrar (General), Panjab University, Chandigarh. There shall be no 'special reappear examination' for any student.

11. Courses of Study and Evaluation Scheme : The detailed contents are available in Panjab University Website.

ME Modular Programmes: In each of these ME Modular programmes, all students will be required to qualify in 12 theory subjects (50 credits), i.e., two theory subjects in each of the six spells as per study and evaluation scheme during the course. No student will be allowed to register for more than two theory subjects in each spell. In addition, all students will be required to qualify preliminary thesis work (10 credits) in sixth spell, and thesis work (15 credits) in seventh spell. No numerical marks will be assigned to Preliminary Thesis and Thesis work. It will be either 'Satisfactory' (S Grade) or 'Unsatisfactory' (X Grade). The thesis grades shall be awarded as per criteria approved by Panjab University, Chandigarh as given in Table 1 (Page No. 09). The courses of study and evaluation scheme for ME Modular programmes are the same as described for ME Regular programmes above.

12. Admission Procedure for ME Modular Programmes

Applications for admission to ME Modular Programmes for the session 2022, duly sponsored by the competent authority should reach the institute as per detail given below:

ME Modular Programmes:

| | |
|--|-----------------------------|
| Last Date for Receipt of duly sponsored Applications | : 20.05.2022 upto 5.00 P.M. |
| Date of uploading of Merit List on Institute Website | : 27.05.2022 |
| Date of Online Counseling for ME Modular Programmes | : 30.05. 2022 at 10.00 A.M. |
| Date by which Fee to be deposited | : 02.05. 2022 |
| Date by which classes will begin | : 06.06. 2022 |

No separate call letters will be issued for attending the counseling. Application downloaded from the institute website must accompany a **demand draft 2,000/-** drawn in favour of Director, NITTTR, Chandigarh. Incomplete applications (i.e., without application fee and documents) will not be entertained. The institute reserves the Right of Admission entirely and the decision of institute authorities on admission will be FINAL. Complete Application along with copies of all certificates and bank draft must reach, Director, National Institute of Technical Teachers Training & Research, Sector 26, Chandigarh - 160 019 payable at Chandigarh by speed post as per last date given above and that the institute shall not be responsible for postal delay, if any.

Note: Candidates shall attend the online counseling interviews for admission to ME programmes at their own expenses. All admissions to these programmes made during the counseling shall be provisional and subject to approval by the Director of the institute and affiliating Panjab University, Chandigarh.

Candidates should enclose attested photocopies of the following documents along with their applications failing which their applications will not be considered for admission:

- Certificate of Matriculation/Senior Secondary Leaving Certificate as a proof of date of birth.
- Certificates of Bachelor's Degree or its equivalent.
- Certificates of claim under SC/ST/OBC/Physically handicapped category seats.
- Certificate of sponsorship (No Objection) from the competent authority.
- Semester/year-wise all Detailed Marks sheets (along with degree certificate) of Bachelor's Degree or its equivalent.
- All experience certificates {on organization's letter head bearing letter No. & date and clearly stating date of joining and leaving; Appointment letter/salary slips as proof will not be considered}. However, weightage will be given only to the certificates received along with application by due date.
- Maximum marks obtained in each semester/year should be given in the application form under. A certified copy of conversion formula in case of marks in grade points is essential. Otherwise his/her name will be placed last in the merit list.

Important Note:

1. Candidates may send an advance copy of their application along with all DMCs, Experience certificates and a demand Draft of 2,000/- drawn in favour of Director, NITTTR Chandigarh to avoid delay. However, final consideration of application will be subject to their being sponsored by the competent authority at the time of counseling at this Institute.
2. If a candidate wishes to apply for more than one programme or category, separate applications along with certificates will have to be sent for each programme/category. Photocopies of application form may be used for applying for more than one programme/category but a Demand Draft of 2,000/- in favour of Director, NITTTR, Chandigarh should be attached with each application form.
3. Some of the Universities award divisions of Bachelor's degrees based only on the marks obtained by the students in 7th and 8th semesters/final year but all the candidates seeking admission are essentially required to give maximum marks and marks obtained in all the 8th semesters/4 years because the merit of admission will be prepared on the basis of aggregate marks obtained in all the 8 semesters /4 years. In case the BE/B.Tech result is declared in grade points, an authenticated copy of the formula for conversion to percentage of marks should be attached, otherwise the application of the candidate is liable to be rejected.
4. Candidates admitted for various ME Programmes (Regular & Modular) will have to submit their Medical Fitness Certificate duly signed by Medical Officer of any Govt. Dispensary/hospital within 15 days from the date of their admission (in case of Regular programmes) and 05 days from the date of their admission (in case of Modular programmes).
5. Candidates who have applied for seeking admission to ME Programmes under OBC category are required to furnish FRESH AFFIDAVIT (NOT MORE THAN SIX MONTHS OLD) from Executive Magistrate at the time of counseling (along with OBC certificate; not more than six months old) that he/she belongs to OBC category (For an updated list of state-wise OBCs eligible for availing the benefit of reservation, please see the list maintained by NCBC at its website: <http://ncbc.nic.in/backward-classes/index.html> and that he/she does not belong to creamy layer (as per website <http://ncbc.nic.in/html/creamyayer.html> as well as the clarifications issued by the Department of Personnel & Training on the definition of creamy layer & income criteria at <http://persmin.gov.in/writeData/WMS/ScanDocument/36033-5-2004-01> April 2005.htm.).
6. As per directions of Supreme Court of India, Ragging in Educational Institutions in any form should be prevented. In order to ensure that the ragging does not take place in the institute in any form, the institute has constituted Anti Ragging Squads and Anti Ragging Committee which would conduct raids & detect the cases (if any) & suggest preventive measures. If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the institution. It is mandatory as per the Hon. Supreme Court & UGC/AICTE Regulations that all students fill in an Anti-Ragging Affidavit, each year.
7. To make the process easy, MHRD has developed an ONLINE Facility. Affidavits can be filled ONLINE at: www.amanmovement.org (OR) at www.antiragging.in. All students are required to fill their Affidavits on any of the two web sites. The procedure is very simple and explained on the web sites.

Preparation of Merit List

The Institute prepares a merit list of all sponsored eligible candidates based on the aggregate percentage of marks obtained in all the semesters/years of qualifying examination and the total experience. The admission is granted to candidates strictly according to the merit list, prepared as follows:

| | |
|--|--------------------|
| (i) Qualification | Multiplying Factor |
| Aggregate % of marks in BE or its equivalent | X 0.4 |

The candidates must write in the application form (under S.No. 11), the maximum marks, marks obtained in each of eight semesters/four years and the exact percentage of aggregate marks.

(ii) Experience

One score for each number of completed years of total experience on the last day of receiving application gained after obtaining minimum entry qualification subject to a maximum of ten. Experience against leave vacancy, visiting/guest faculty will not be counted.

Note: The total score calculated based on qualifications and experience as mentioned in (i) and (ii) above should not be less than 25. In case of a tie in the score of merit so calculated, seniority in age will be the deciding factor for their inter-se merit.

13. Fee, Funds and Expenses for ME/M.Tech

Programme Fee for other Regular M.E. Programmes:

| Fee Detail | For ME Modular Programmes (in ₹) |
|---|--|
| Admission Fee (one time) | ₹ 2,000/- |
| Programme Fee | |
| i) Sponsored Teachers of technical institutions, officials of State DTEs/ BTEs etc. | ₹ 15,000/- per spell |
| ii) Industry sponsored candidates | ₹ 17,000/- per spell |
| Continuation Fee | ₹ 5000/- per spell (after 7th spell) to be paid to NITTTR in addition to university continuation fee |
| Pre-Thesis Exam and Final Thesis Exam | ₹ 2000/- per candidate per exam |
| Security (refundable) | ₹ 7,000/- (one time) |
| Insurance Fee | ₹ 1000/- (one time for 3 ½ years) |

The following funds (Non-Refundable) are also payable by the students:

| Item | For ME Modular (1/3/5/7 Spell) Programmes (in ₹) |
|--------------------------|--|
| Campus Development Fee | ₹ 600/- per year |
| Student Activities Fee | ₹ 600/- per year |
| Medical Fee | ₹ 300/- per year |
| Students Welfare Fund | ₹ 500/- per year |
| Internal Examination Fee | ₹ 300/- per year |
| Library Fee | ₹ 500/- per year |
| Insurance Fee | ₹ 750/- per year |
| Total | ₹ 3,550/- per year |

Note: Every component of fees is subject to revision by the NITTTR, Chandigarh from time to time. University Examination/Thesis/Extension Fee

| Item | For ME Modular Programmes (in ₹) |
|---|--|
| University Examination Fee | ₹3,075/- per spell or as prescribed by the Panjab University from time to time |
| Thesis Fee | ₹ 1,075/- or as prescribed by the Panjab University from time to time |
| Fee for Extension of period for submission of thesis (per year or part thereof) | ₹ 1,575/- (or as prescribed by the Panjab University from time to time) |

c) University Annual Charges

| Detail | Amount (in ₹) |
|--|---------------|
| College Development Council Fee | 80/- |
| University Sports Fee | 187/- |
| Youth Welfare Fund | 90/- |
| Student Holiday Home Fee | 70/- |
| University Sports Development Fee | 44/- |
| University Registration Fee (for those from other University/ Board/Council) | 200/- |
| University Enrolment Fee (for those who are not registered with Panjab University, Chandigarh) | 200/- |
| Migration Fee (for those candidates who have passed their lower examination from other than Panjab University, Chandigarh) | 400/- |
| University Continuation Fee @ Rs. 100/- per semester | 200/- |
| Panjab University Alumni House & Scholarship Fund | 30/- |
| World University Service Fund | 50/- |
| Service Tax fee @ Rs. 1 per month per year | 20/- |
| Total | 1571 |

Note:

1. All Institute fee, funds, expenses and university fee etc. whether recurring/ non- recurring are subject to revision by the Institute/Panjab University from time to time.
2. Any student who fails to pay institute/university fee by the prescribed date may be fined, suspended or ultimately removed from the institute rolls. The decision of the Director of the institute will be final in this regard.

Hostels Charges

Existing and Proposed Rental Charges of the Institute Hostels

| Sr. No. | Category | Proposed Rates Rs. |
|---------|------------------------------|--|
| 1 | (ME Modular 7 spells) | ₹4000/- per Spell |
| 2 | ME Modular beyond 7th spells | ₹ 500/- per day beyond above 1 year for a maximum period of 2 years. |

Hostel Accommodation is subjected approval of competent authorities.

- Note:**
1. Accommodation in Hostel will not be provided to the local students of Chandigarh, Panchkula, Mohali and nearby stations.
 2. All students are required to conform to all Hostel/Mess Rules which may be enforced by Faculty Incharge Hostel/Mess from time to time as approved by the Director of the institute.
 3. Hostel charges given above are subject to revision from time to time and students shall be required to deposit charges as applicable.

Mess/Canteen Charges

- Mess : ₹ 3,300/- (per month) approximately subject to revision.
Canteen : As per approved prevailing rates

Refund Rules: Except for the refundable deposit of ₹ 7,000/-, no other amount will be refunded if a student leaves the institution after joining the programme. However, if a candidate does not join the institute or surrenders his/her seat without attending the classes, he/she will be refunded the fee as per AICTE guidelines.

14. Academic Prizes

(i) Academic Award: This award will be given in respect of each branch of ME Programme who gets maximum percentage of marks based on the performance in all theory subjects including thesis (all four semesters/seven spells) subject to a minimum of 75% marks provided that there are minimum 5 students appearing in the examination in the concerned ME programme. The condition of minimum 5 students appearing in the examination will not apply if a student gets 90% or more marks. A merit certificate and ₹ 5,000/- cash are presented to all such students during Annual Day Celebrations of the Institute.

(ii) Dr. S.P. Luthra Memorial Gold Medal: Dr. S.P. Luthra Memorial Gold Medal and a certificate of merit is awarded during Annual Day Celebrations of the Institute every year to a student whose performance based on the complete course is 'the best performance' among all students of all ME Programmes (separately for Modular and Regular) provided that there are minimum 5 students appearing in the examination of the concerned ME programme.

15. Library

NITTTR Library provides an extensive collection of information resources, services and facilities to our students and staff for their learning, research and personal development. In view of the high vision of the institute, a well-equipped library with full of resources and services has been established to facilitate the quality and value-added services to its students and staff. Library system of the institute is more focused on creating and providing a comfortable and user-friendly environment that enables learning and advancement of knowledge, and also promotes discovery beyond classroom learning. The institute's state-of-the-art library boasts a collection of more than 59400 books, and Indian standards, 559 e-books, 61 technical journals and newspapers, 400+ CDs & DVDs, etc. the library collection consists of textbooks, reference books, technical journals, dissertations, e-Journals, encyclopaedias and more. The Library is located in the Administrative block of the institute occupying an area of 900 sq meters. 100 students can sit and study at a time comfortably in the reading halls. The Library subscribes to 8 e-resources through the infolibnet's Sodh-Sindhu consortium namely ASCE, ASME, IEL, Springers 1700 journals, JSTOR, J-Gate etc. the library is fully computerized with Web-OPAC for instant online access to students and staff to use all types of information for their learning research and personal growth.

16. Journal of Engineering and Technology Education: The institute publishes a bi-annual Journal of Engineering and Technology Education (ISSN 2229 – 631X), The Journal provides an interdisciplinary forum to teachers, students, officials/administrators of technical education system and working professionals in industries to share research & development in Engineering & Technology Education and express freely their ideas about various aspects of technical education. Published in January and July each year, the journal will include research papers/reports, articles and book reviews (if accompanied by a copy of the book reviewed) on engineering and technology education.

17. Medical Facilities: The Institute has its own dispensary where the medical facilities exist for the students, staff and their families. A part-time doctor and an attendant have been engaged to look after the patients.

18. Hostel: The Institute has four hostel blocks. In all, the institute has 93 single rooms in the main hostel block, 160 rooms in two new hostel blocks for men, 40 rooms in one hostel block for women. Hostel for accommodating nearly 350 trainees/students.

19. NITTTR, Chandigarh Alumni Association:

It is mandatory for all ME students to become member of NITTTR- Chandigarh Alumni Association. They are required to submit their application forms along with life membership fee of ` 1,500/- at the time of submission of thesis. The membership fee may also be adjusted from security deposit with the institute.

Admission/Academic Calendar for the Session 2022-2023

(Sent to Panjab University, Chandigarh for approval)

Master of Engineering (Modular) Programmes for the Session 2022-23

SPELL JUNE, 2022

(Seventh Spell for students of Batch-2019, Fourth Spell for students of Batch-2020, Third Spell for students of Batch-2021 and 1st Spell new Batch-2022)

| | |
|--|--------------------------|
| Registration of the students of Batches-2019,2020, 2021 & 2022: | 06.06.2022 to 20.06.2022 |
| Late admission/Registration : | 07.06.2022 to 13.06.2022 |
| (Batches-2019, 2020, 2021 and 2022) to be allowed by the Director, NITTTR with Late Fee) | |

| | | |
|--|---|--------------------------|
| <u>Teaching 34 working days</u> (including Saturdays and Sundays) | : | 06.06.2022 to 10.07.2022 |
| Class Test | : | 12.07.2022 |
| End of the Spell | : | 13.07.2022 |

Note: University end Examination for subjects offered in Spell December, 2021 for the students of ME Modular Programmes (Batch 2018, Batch 2019 & Batch 2020) (including Reappear examinations, if any) scheduled as per the Instructions of the Panjab University and is being send separately for approval to Controller of Examinations with a copy to Conduct Branch.

Spell December, 2022

(Fifth Spell for students of Batch-2020, Fourth Spell for students of Batch-2022 and 2nd Spell for students of 2022)

| | | |
|--|---|--------------------------|
| Registration of students (for Batches-2020, 2021 and 2022) | : | 29.11.2022 to 02.12.2022 |
|--|---|--------------------------|

| | | |
|--|---|--------------------------|
| <u>Teaching 34 working days</u> (including Saturdays & Sundays) | : | 05.12.2022 to 07.01.2023 |
| Class Test | : | 10.01.2023 |
| End of the Spell | : | 11.01.2023 |

Note: University End Examination for subjects offered in Spell June, 2022 for the students of ME Modular Programmes (Batches-2019, Batch-2020, Batch 2021 and Batch 2022) (including Reappear examinations, if any) scheduled as per the Instructions of the Panjab University and is being send separately for approval to Controller of Examinations with a copy to Conduct Branch.

**Director,
National Institute of Technical Teachers Training & Research,
Sector-26, Chandigarh.**