DSEU

CRAFTING EXCELLENCE

STUDENT HANDBOOK

AY - 2021-2022

DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY

Govt. of NCT of Delhi
UGC Recognised

STUDENT HANDBOOK ACADEMIC YEAR 2021-2022

Preface

DSEU has put together this Student Handbook for the Academic Year 2021-22. The handbook is a comprehensive document which lays down the philosophy, various administrative and academic policies, expectations of the University, and information regarding student welfare activities offered at the University.

This Student Handbook is effective from 1st December 2021 and is applicable to all students who have registered and will be pursuing programs offered by the DSEU. All students of the University must abide by the prescribed rules and policies given in the 'Student Handbook'. The responsibility for the same rests solely with the student. Any expression of ignorance will not be considered as a valid reason for not following the University guidelines under any circumstances.

Disclaimer: Note that DSEU reserves the sole right to make changes or add new policies from time to time as deemed fit with due approval of concerned authorities. The implications of such changes are not the responsibility of the University no matter how they are caused.
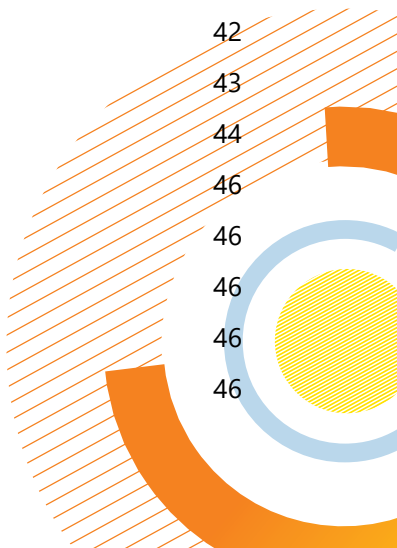
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1. About DSEU

The Delhi Skill and Entrepreneurship University (DSEU) has been established through an act of the Legislative Assembly of the National Capital Territory of Delhi, namely the "Delhi Skill and Entrepreneurship University Act, 2019" (Delhi Act 04 of 2020) to provide quality education and prepare a skilled workforce. The University aims to equip students with world-class skill education to enable access to aspirational jobs and inculcate entrepreneurial mindset and entrepreneurship. DSEU aims to create a win-win for the youth and the industry by filling the existing gaps in skill training.

The course curriculum offered at DSEU is inspired by industry requirements and will help graduates to be career-ready. Holistic development at affordable costs will be the aim of the University. The University will provide scholarships, freeships and assistance for getting loans and support from the Delhi government schemes for higher education as applicable.

1.1. Our Mission

1.1.1. To accord dignity to all skills by emphasizing its teaching and learning

1.1.2. To inculcate an entrepreneurial mindset for the sustainable growth of the planet, the country, the society, the industry, and the individual

1.1.3. To work in partnership with industry to nurture talent to be work-ready

1.2. Our Vision

1.2.1. Set the standards for skill and entrepreneurship education

1.2.2. Lead all students to experience personal transformation who in turn become agents of community transformation

1.2.3. Become a leading partner in the sustainable growth of the industry and the country

1.3. Our Principles

1.3.1. Develop market-linked courses by customizing courses to specific job roles

1.3.2. Multiple entry/exit options are offered

1.3.3. Inclusive by design

1.3.4. Deep integration of employability/life skills

1.3.5. Leverage technology

1.3.6. Nurture an entrepreneurial mindset

Vice Chancellor

Dear DSEUians,

Welcome to the Delhi Skill and Entrepreneurship University! I congratulate you for making it to DSEU. I compliment you on your wisdom in choosing DSEU as the partner for crafting your life journey. We promise to help you reach your potential in more ways than one. You are about to embark on a higher education journey that is quite unlike any other, one that will be challenging at times but exciting at all times. In your journey of higher education, we commit to providing you with quality education that can meet the expectations of the global market.

Established in August 2020 by the Govt. of NCT of Delhi with the vision to set skill and entrepreneurship education standards for the country, we are dedicated to providing every student the means to explore, experiment, and become pioneers in their n domain.

At DSEU we emphasize experiential learning, equipping you with hands-on experience in the real-work environment. The courses that you have chosen for yourself are designed as per the needs of the industry in collaboration with the industry. We encourage you to utilize this opportunity to its full potential and gain industry experience from Day 1.

At DSEU we would like you to not only learn technicalities of your subject but also to learn the skills that are needed to face the world and excel in it. Some of the face the world skills are- learning to communicate well, think critically, solve problems, reflect, know yourself, have an inbuilt moral compass, and learning to give back to the community you are part of.

While we would like you to find a job we would equally encourage you to become an entrepreneur and be entrepreneurial in all you do. At your time at DSEU you can be part of a club that you are interested in and run it like

an enterprise, you can start a small business, and/or shadow a business. We encourage you to make entrepreneurship a central conversation for yourself.

All our promises and commitment can only be realized when you also join in and do your part. I wish for each one of you to come ahead and make a promise to yourself and to us that you will work hard, persist, and put your best foot forward.

This handbook is a guide for you to help make this transition easier for you and help you navigate through the university!

Neharika Vohra

Prof. (Dr.) Neharika Vohra
Vice Chancellor

Messages from
Pro Vice Chancellors

Welcome to DSEU!

One of my favourite quotes is -

"The capacity to learn is a gift , the ability to learn is a skill , the willingness to learn is a choice ". Brian Herbert

I wish that you make the choi that puts you on the path of lifel learning and growth.

Wish you all the best!

- Prof. (Dr.) Snigdha Pattnaik

"If you have the vision for a better world, this University can offer you an atmosphere where excellence thrives, new ideas are welcome, and you can give wings to your imagination. Come let us drive into a future where skills and hope come together for a prosperous India."

- Prof. (Dr.) Rihan Khan Suri

Message from Registrar

"This journey that you begin today, is the foundation of your professional and personal growth. I am certain that this is going to be a transformational journey where you will learn and grow as an individual. We hope that each student at DSEU utilizes the skills and entrepreneurial mindset that they develop here for progress and development of society and human transformation. Wishing you success and happiness along this journey."

- Ashwani Kansal

5. Honor Code
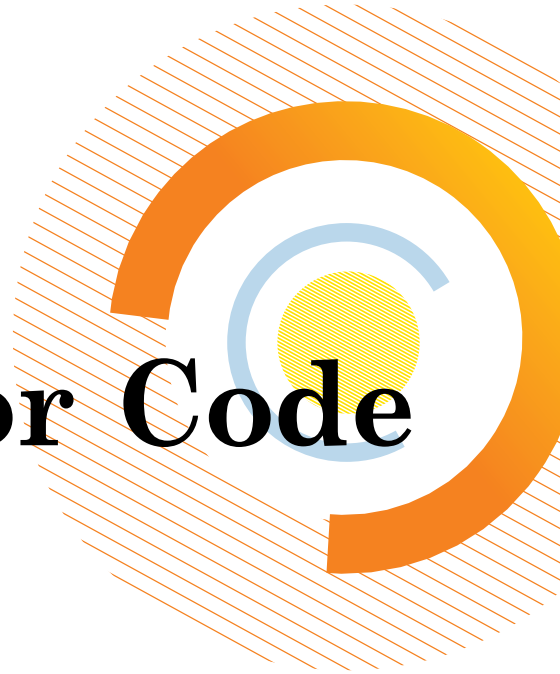
The Delhi Skill and Entrepreneurship University is an academic journey in the pursuit of crafting excellence. Each member of this pursuit of knowledge and excellence pledges to recognize honesty, integrity and compassion as the core of achieving their dreams and aspirations. The challenging terrain of acquisition of skill and building an entrepreneurial venture shall be pursued on the path of moral righteousness, intellectual imagination and collective co-existence.

Each member of the DSEU family will conduct themselves in the society with a sense of servitude by offering superior skill, expertise and entrepreneurial mindset gained during their academic pursuit.

Members of the Delhi Skill and Entrepreneurship University community commit themselves to producing academic work of integrity which includes accurate citing of sources, appropriate collection of data and acknowledging of the contribution of others. Not acknowledging the source of information, plagiarizing, manufacturing data or changing it to suit your purpose, misrepresentation of ideas all undermine the collective creation of knowledge and learning.

It will be the constant endeavour of each member of this community to create an environment where we include all, respect and celebrate differences, are considerate and civil to all others will help us to create an environment where all members of DSEU will be able to pursue excellence and challenge themselves.

DSEU has high standards and expectations of all its members in both academic achievements and interpersonal relationships. It will be upon each member of this academic journey to also support and lift each other in times of darkness and forge a deeper bond among the fraternity beyond the academic realm to establish the foundation of a humane, just and fair society.

Please fill the honor code for yourself and also submit a signed copy with the University at the time of the registration.

MY COPY of the HONOR CODE

I, _____, Admission Application No./ Roll No: _____ , do hereby pledge that as student in DSEU:

1. I will abide by the Honor Code.

2. I will act with honesty and integrity at all times in all my academic work, including home assignments, quizzes, tests, projects, reports, presentations, and exams.

3. I will maintain and support the discipline of the University and act in a manner that fosters discipline, academic pursuit, and self-development.

4. I will use the University's resources judiciously and responsibly.

5. I will take care and inspire others to take care of the University property.

6. I will be inclusive and respectful of differences.

7. I will co-create an environment of safety and joy at the University.

8. I will help ensure that others also uphold the honour code both inside and outside the premises of DSEU.

I accept that any act of mine that can be considered to be a violation of the Honour Code will invite disciplinary action, including expulsion from the University.

Date: _____

Signature: _____

Full Name: _____

6. Administration

6.1. Academic Calendar

In each Academic year there will be two regular semesters. The semester timeline for academic year 2021-22 shall be defined in the academic calendar and will broadly comprise of the following:

5.1.1. Semester I (Odd Semester). Starts around mid-December and ends around mid-April

5.1.2. Semester II (Even Semester). Starts around the first week of May and ends around the last week of August

6.2. Holiday Calendar

The holidays are as per Government of NCT of Delhi holiday list. However, to accommodate 75 teaching days per semester for UG programs and 65 teaching days per semester for Diploma Programs, some classes may be held on holidays or over weekends.

6.3. Identity Card

After the acceptance of admission offer and payment of fee, each student is issued an Identity card (I Card) by DSEU with a validity period equivalent to the duration of the program. If a student loses their I card, a duplicate I card may be issued on submitting an application to the Academic section of the concerned campus with a copy of an online FIR lodged with the Police department and a payment of Rs.200/- in the Accounts section.

6.4. E-mail

Most of the communication related to the University and its various activities will be transacted over email. An email ID will be allotted to each student. The University will use this email address for all official communication and it is the responsibility of the student to check it regularly and keep themselves updated.

6.5. Medical Insurance

Medical insurance is mandatory for all students at the University. More information will be shared with the students after their joining.

7. Policies

7.1. Anti-Ragging Policy

DSEU has a zero-tolerance policy on ragging, which is a punishable offence. The details of DSEU policy on anti-ragging may be found at https://dseu.ac.in/policies/. All concerned with DSEU, will monitor and comply with the provisions made against ragging. All students are required to submit two undertakings. The first undertaking is to be submitted at the UGC website on https://www.antiragging.in/Site/Affidavits_Registration.aspx. The second undertaking, available in the Policies tab on the DSEU website (both for students and parents) and also sent as an attachment in the orientation email, has to be submitted to the University within 3 days of the beginning of the first semester.

7.2. Sensitization, Prevention, and Redressal of Sexual Harassment (SPARSH)

Gender-sensitive and healthy campus spaces, both online and offline, are crucial for creating an enabling environment where students, faculty, and staff, as individuals and as groups, can unfold their creative potential. Our attempt is to generate a consciousness amongst the DSEU community that treats the experience of sexual harassment as a violation of dignity as well as restriction of the freedom of mobility, speech and expression. We are committed to providing a creative and stimulating academic culture and healthy and safe campus life to our students and staff.

The policy for SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT (SPARSH) and an Internal Complaint Committee (ICC), have been formed to address any harassment complaints. The committee consists of both female and male employees from the University. Details of the ICC members can be found on the DSEU website (https://dseu.ac.in/policies/).

The ICC has the mandate to:

1. To provide conciliation to settle the matter between the complainant and the respondent.
2. Conduct inquiry within the time frame (90 days) as prescribed

in The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal), Act 2013.

3. Prepare inquiry and settlement reports and submit the same to the Vice Chancellor of the University.

4. Ensure confidentiality in conciliation proceedings and conducting inquiry as well as in keeping records.

It is recommended that each student reads the policy and ensures that they play their part in making DSEU a safe place for all. The students must educate themselves to find out what comprises of sexual harassment;, not indulge in it; stand up against sexual harassment; report it, and not misuse the policy. Please look out and attend sensitization sessions that will be held at the campus.

7.3. IT Policy

Students with authorized accounts may use the computing, networking, and other IT facilities for academic purposes, official university business so long as such use does not violate any law or any University policy. Users are expected to respect the privacy of other users and not share their account or password with anybody. The IT Policy can be accessed on the DSEU website (https://dseu.ac.in/policies/). Please read the policies and abide by them in the use of cyber resources at the University.

7.4. Vehicle and Parking Policy

All day scholars using vehicles will have to show their I card at the main gate at entry. In case of being accompanied by a visitor, they must ensure their visitors' registration at the main gate. Vehicle parking shall only be allowed in designated space in the campuses. Vehicles parked in any place other than the designated space will be removed and/or locked. All vehicles entering the campus shall keep to the left of the road and not exceed the speed of 20 km/hr. All campuses are a No-Horn Zone. Any violation of any of the above shall attract a fine of Rs. 1000/-.

7.5. Disciplinary Policy

Discipline includes the observance of good conduct and orderly behaviour by the students of the University.

It shall be the duty of each student to strictly comply with and observe the following and such other rules as framed by the University from time to time:

7.5.1. Each student shall maintain discipline and consider it her/his/their duty to behave decently at all places. Students shall, in particular, show due courtesy and regard to each other.

7.5.2. No student shall visit places or areas declared by the competent authority as "Out of Bounds" for students.

7.5.3. Every student shall always carry on her/his/their person the I Card issued by the competent authority and report in writing when they lose the I Card.

7.5.4. Every student, shall produce or surrender the I Card, as and when required by the competent authority.

7.5.5. Any student found guilty of impersonation shall be liable to disciplinary action.

Breach of discipline, inter alia, shall include:

7.5.6. Any act and form of ragging towards anyone;

7.5.7. Irregularity in attendance, persistent idleness or negligence or indifference towards the work assigned;

7.5.8. Causing disturbance to a Class, in an Office, Library, Auditorium, Playground, etc.;

7.5.9. Disobeying instructions of academic staff or the authorities;

7.5.10. Misconduct or misbehaviour of any nature towards an academic staff or any employee of the University or visitors to the University;

7.5.11. Misconduct or misbehaviour of any nature at meetings or during curricular or extra- curricular activities of the University;

7.5.12. Mischief, misbehaviour and/or nuisance committed by hostel residents;

7.5.13. Use of unfair means or the misconduct or misbehaviour of any nature at the Examination Centre;

7.5.14. Causing damage, spoiling or disfiguring the property of the University

7.5.15. Inciting others to do any of the aforesaid acts;

7.5.16. Misconduct, misbehavior, uninformed absenteeism during internship or study visits or industry exposure visits;

7.5.17. Giving publicity to misleading accounts or rumour about or members of DSEU;

Students found guilty of breach of discipline shall be liable to such punishment, as fine, campus ban, expulsion, rustication and/or any other penalty as deemed fit by the competent authority. The erring student will be given a fair chance to defend herself/himself/ themselves.

Any matter of indiscipline will be referred to the Student Welfare Committee. The disciplinary rules and process are binding on all the students of the University.

7.6. Respecting, Nurturing and Preserving University Property

Infrastructure such as buildings, rooms, labs, server rooms, library, gardens etc is very essential for the process of learning at DSEU. Public money collected through taxes is used for creating and maintaining such infrastructure. Efforts of many and resources of the earth are used for the infrastructure. Students need to take full responsibility for respecting, nurturing, and preserving the University property. Wilful or intentional damage to university property will be viewed seriously. Students are encouraged to report any problems with the infrastructure and at all times act in the best interests of DSEU.

All campuses are under CCTV surveillance. Data will be used from the feed and also from other witnesses to assign blame and decide on punishment in case there is damage to University property or in case of any misconduct.

8. Facilities at DSEU

8.1. Computer Labs

Computer labs are available at all campuses. The relevant software and hardware are installed. Students are not allowed to install any software, middleware or hardware in the computer labs. Students may also not remove any software, middleware, or hardware from the designated spaces/labs or the premises of the University. Computers must be handled with care and for the purpose for which they are intended. They are not only expensive but essential for the learning processes at the University.

Computer labs usually remain open on all working days from 9:00 AM to 5:00 PM. In case of requirements to have the lab open beyond designated hours students will have to make a request to the IT support team with validation of the request by the concerned faculty/Campus Director.

8.2. Technical Labs and Workshops

The University has several labs for its courses. Students are expected to practice safe behaviour while in the lab and use the recommended protective gear while in the lab. No equipment/chemicals may be used without permission from the Laboratory Incharge. If certain equipment is not working properly, students must report it to the Laboratory Incharge. All equipment must be returned to its respective place before leaving the lab.

Faculty at DSEU have this message for you - "Even if you are tempted to take a small piece of equipment or a chemical, do not give into the temptation. The entire equipment or experiment is rendered useless and the whole class will not be able to use it".

8.3. Audio-Visual Equipment

All classrooms have requisite audio-visual equipments. Penalties will be levied on students found to be damaging the equipment intentionally or unintentionally. If student(s) want to use the

equipment for any reason they need to get permission from the faculty/Campus Director for the same.

8.4. Library

Each campus has a library with a collection of print and digital resources to support students in learning their subjects and also for their other interests. Students may borrow books from the library through the Circulation Desk. Books are to be maintained in good condition and returned on time. There are fines for late return, soiling the book, and losing the book. In borrowing a book the student agrees to bear the consequences of not returning the book in the condition it was lent to them.

"Books are precious, treat them as such."

Each library subscribes to newspapers and magazines. Students are encouraged to read and browse through them often. The library will be open from 9:00 AM to 5:00 PM. Students must abide by the rules of the library and be sensitive to other users of the library so that it can be a quiet place for all to learn and study.

8.5. Textbooks

Students will be given a set of textbooks each semester for their use. At the end of the year they may return the textbooks or keep them for further use. These textbooks are issued only once. If a student misplaces or loses them the University does not take any responsibility for replacement.

8.6. Clubs & Activities

Each student at DSEU has to be a member of any two clubs and commit to excelling in at least one other activity other than in academics. Students can form a club around an interest area that they may wish to develop. Since students at DSEU are the pioneering batch of the University they have the privilege and opportunity to propose and form various clubs, attract membership, and plan

activities. Some ideas for the clubs are shared below. This list is suggestive and not exhaustive.

DSEU will provide the requisite support in the process. Students may also note that no groups/unions/etc may be formed in the name of the University without going through the process of approval from the competent authority.

List of Suggested Clubs

- Drama and Theatre Club
- Music Club
- Yoga Club
- Meditation Club
- Photography Club
- Cycling Club
- Fine Arts Club
- Poetry and Reading Club
- Stand Up Comedy Club
- Cyber Club
- Electronics Club
- Environment Club
- Walking and hiking club
- World Skill Club
- Carpentry Club
- Debate and Elocution Club
- Quizzing Club
- Community outreach Club
- Garden lovers Club
- Coding Club

A club will need to be constituted. This will mean taking decisions regarding who will govern the club and how, who will be members, what is the plan of activities for the tenure of the students' stay at the University, how many faculty would be needed for the support of the club, how much funds will be needed, how will the funds

be raised, how will accounts be maintained etc. Students will need to attract at least 50 members (across campuses) to call it a club. Students will decide on a name of the club, logo for the club, and a manifesto for the club. Each club will need to conduct at least one public activity each semester. Club members may plan inter-campus events if the same club is present in more than one campus.

Students will present their plan to a group of faculty members in small groups (grades will be awarded for the work done and presentation made). Based on the work done in the first semester and the pitch to the University the club will be allocated no more than Rs 3000 for the year to help kick start its activities. The accounts of the club and a report will have to be submitted each year for inspection.
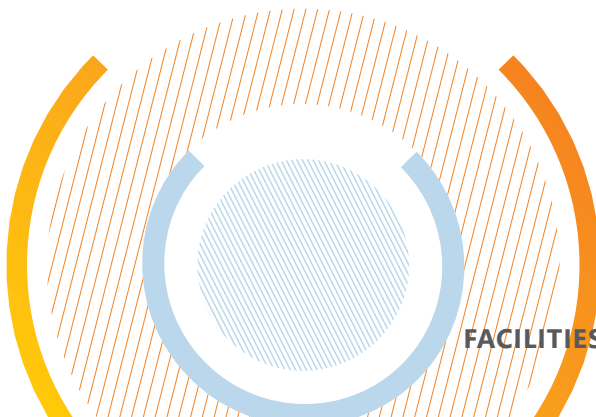
9. Academics

9.1. Our Faculty

The excellence of an institute is largely determined by the eminence of its faculty. DSEU has more than 350 full-time faculty members. Academic processes at the University are further enriched via experienced visiting faculty, both from industry and other institutions. Besides excellence in teaching, the faculty is committed to pursuing high-quality research and innovation. The faculty members and the University benefit from a thriving relationship with both industry and leading government-research organizations. Our faculty are engaged in both research and in a variety of university based and community activities. Faculty at DSEU are constantly building on excellence in teaching-learning pedagogy. The list of faculty members can be accessed on the DSEU website (https://dseu.ac.in/full-time-faculty/). It is suggested that students familiarize themselves with the faculty members who are teaching them. The best in the faculty is brought out when the students engage with them. As a student, engage with faculty both inside and outside the class.

Students at DSEU will have ample opportunity to be trained by and interact with industry partners in their disciplines. Details of the industry experts will be shared as and when members of the industry visit DSEU.

9.2. Enterprise Resource Planning (ERP) and Learning Management System (LMS)

DSEU ERP also known as U-zone is a one-stop solution over the life cycle of a student. It will enable the student to register for subjects, view the time-table, follow the day-to-day activities/notifications of their campus, and much more. It will also be integrated with the Learning Management System (LMS) of the University. LMS will connect all the students and teachers on a single platform. It will help enhance the teaching-learning experience by bringing in features such as online classes, virtual assessments, centralised

learning material, complete integration with ERP, etc.

Access to ERP:

Students can access ERP through the De-zone tab on the DSEU website (https://dseu.ac.in/u-Zone/). Each student will be issued an ERP ID and password using which they can sign in.

9.3. Student Registration

Before the start of every semester, each student is required to register on ERP. For course registration, core courses shall be pre-marked on ERP for all students. In case of electives, each student shall be required to choose and fill in their choices (wherever applicable) to complete the registration process for the particular semester.

9.4. Programme Structure

9.4.1. Curriculum Requirements & Credit Structure

Students shall have to fulfill the minimum credit requirements in order to graduate. For Diploma students minimum credits to be secured by a student are 120. For Degree students (except B.Tech.), the minimum credits to be secured are 132. Curriculum requirements for each program shall vary. To find out details visit the relevant section of the website to find out details of the pertinent course.

9.4.2. Attendance

DSEU attaches great importance to punctual and regular attendance for all sessions. Class participation, comprising both attendance and involvement in class discussions, is an important aspect of the pedagogy for all courses at the University. The attendance policy is accordingly designed, and it is in the interest of the students to attend all classes and come prepared as directed by the faculty.

The guidelines mentioned below will be followed in all courses. However, in very unusual circumstances and due to the nature of a particular course, the faculty may follow an attendance policy which may deviate from the following guidelines. In such cases, the policy shall be announced at the beginning of the course and be fully explained in the course outline.

The attendance is marked in each class on paper or through the ERP, and the record will be forwarded in the specified format to the Academic Office at the end of the course.

Ensuring attendance is recorded is the students' responsibility. Indulging in malpractices such as proxy attendance (for self or for the other) will be considered as a serious misconduct. The student is liable to lose more than 50 percent of their attendance and attract other penalties if found to indulge in such or other misconduct.

9.4.3. Leave of Absence

Absence without prior permission or without intimation is considered to be a serious breach of discipline. In such cases, appropriate disciplinary action may be taken. Exemption from attending classes is not permissible for reasons other than personal physical disability, grave personal tragedy, or university work. If students are absent on medical grounds, a medical certificate has to be submitted to the Academic section of the respective campus. In addition, students must inform the concerned faculty in writing about their absence. All leave will finally be approved by the Academic office. Maximum duration of leave allowed per semester is 15 days.

A student found to be continuously absent from classes without information for a period of 15 days in one or more classes, shall have her/his/their name struck off the rolls.

The student may, however, be readmitted within the next fortnight by the competent authority on payment of the prescribed readmission fee etc. She/he/they will not be readmitted beyond the prescribed period. In case there are exceptional circumstances, a committee constituted for the purpose shall decide a suitable course of action. The maximum leave that is allowed to a student during the program will be equivalent to two semesters at a stretch or in parts.

9.5. Pedagogy

Teaching methodology at DSEU consists of lectures, experiential activities, cases, role plays, presentations, project-work, term papers, etc. Each faculty member will use a suitable mix of methodologies to suit the requirements of the course. On the commencement of the course, a course outline will be given to the student, where the contents of the course, the methodology and the norms for evaluation will be specified. The course outline must be used to know about the content of the course, requirements of attendance, assignments expected, assessment methodology and its periodicity. Students may use the course outline to help prepare in advance for the classes and also track their course progress.

Students are expected to prepare well in advance for courses, study well, attend classes and ensure they complete all the required course requirements. Once they have the course outline they must take responsibility for their engagement with the course.

Students are advised to preserve the course outlines. These may be required for reference during further studies. The University may not be able to compile the course outlines for such purposes at a distant date in future.

Faculty may recommend online courses or students can attend online courses with prior approval from the faculty concerned. Students can get credits in the second and third year of the course

using online courses in accordance with the guidelines of the University. In case of online courses there will be an additional internal assessment that will be decided by the university and the student will be expected to abide by it.

Internships are an important part of courses at DSEU. The faculty will share the internship schedule. All internships will also be evaluated and graded.

For many of the practicals that are conducted at the University as part of the courses students will be required to submit a record. The format of this record will be shared in advance and will have to be abided by.

All assignments, quizzes, exams, lab records, internship evaluation formats have to be individually completed. Copying from any source (friends, previous batch students, internet, other sources) will be considered plagiarism. Copying is an offence and more so it robs students of the opportunity to learn the subject matter well. See DSEU policy on plagiarism in section 9.6.

9.6. Plagiarism

At DSEU students will be expected to submit written work towards course completion. While submitting the work or exam papers or work submitted for publication it would be expected that the work is original and not plagiarised.

Plagiarism is the passing off of the thoughts or works of another as one's own. Plagiarism involves giving the impression that the student has thought, written, or produced something that has, in fact, been borrowed from another. This can be done in two ways, either by copying exactly what the writer has said or by summarizing or paraphrasing the ideas without attribution to the original source. Copying the words or ideas of another in a piece of written work without acknowledgement of the original source amounts to an attempt to claim them as one's own. While writing or composing

a paper appropriate quotations and due acknowledgements of original sources may enhance a student's written work. Thus, students may learn to write originally while building on already written material. Where plagiarism is detected it will be considered as academic misconduct.

Guidelines for the presentation of assignments, reports and theses, incorporating information on the matter of plagiarism for the courses will be given by faculty in addition to these guidelines provided in the Student Handbook. The guidelines will be provided in the course outline and students will be expected to abide by the given guidelines.

Plagiarism may result from poor technique or more serious causes, such as copying the work of another person, submitting the work of another person, or closely paraphrasing a piece of work without due acknowledgment. The former will be referred to as minor matters of plagiarism and the latter will be referred to as serious matters. The circumstances relating to an allegation of plagiarism shall be assessed to determine who will address the issue:

-    Minor matters of plagiarism will be dealt with by the concerned faculty member;

-    More serious matters including multiple allegations will be referred to the Student Welfare Committee.

Depending on the gravity of the matter, the penalty imposed may include a warning, resubmission, loss of marks, failure on a particular task or in a subject, expulsion from the course.

Where a penalty is imposed, a file note of the matter shall be placed on the student's central file and a copy of the file note will be provided to the student. Before imposing a penalty for plagiarism, the student's file will be checked to determine whether the offence is a first or a subsequent one. For a subsequent offence, the penalty shall be more severe.

9.7. Examination

9.7.1. Code of Conduct of Examination

Students are required to follow the Examination rules and regulations laid out in the Examination Policy. Details for code of conduct for examinations can be found on the DSEU website (https://dseu.ac.in/policies/). Students will be expected to abide by the instructions issued during the exams. Attempts to copy, seek assistance from the examiner, trying to get advance information from the faculty or disrupt the examinations will not be tolerated.

9.7.2. Penalties for Improper Conduct

The student may not be allowed to write that particular exam if found to be indulging in improper conduct as defined above. Depending on the seriousness of the misconduct the student may be barred from writing all exams for that semester. The campus director will decide on action to be taken based on faculty committees' recommendation constituted for the purpose of action to be taken against those students involved in exam related misconduct.

9.7.3. Appeals against Punishments Awarded

The student may request a review of the punishment awarded with respect to the examination misconduct to the Pro Vice Chancellor (Academic). The Pro Vice Chancellor may refer the appeal to a committee constituted for this purpose. The decision of the Pro Vice Chancellor will be final in this case.

9.8. Evaluation and Grading

9.8.1. Evaluation Criteria

The following model of Continuous Evaluation will be followed for all courses at DSEU:

	Type of Assessment	Range of Weightage (%)
Continuous Evaluation (75% Weightage)	Test/Exams	20% - 40%
	Assignments/Lab-Work	30% - 50%
	Attendance & Class Presence	10%
End of Semester Evaluation (25% Weightage)	Test/Assignment	20% - 25%
	Total	100%

Guidelines for Assessments:

1. All courses will include a range of different types of tests/exams as shown above.

2. The schedule and pattern of continuous assessment/evaluation and assignments will be decided by the faculty in advance, stated in the course outline and communicated to all students at the start of the course.

3. Assignments may consist of essays, tutorials, home assignments, presentations, group work, laboratory work, workshop or project-based learning, case studies, or other forms of experiential, practical, or participative learning. Faculty members may integrate elements of peer and self-assessment into such work. Relevant models of assignment-based internal evaluation may be developed and customized to the needs of different subjects and courses.

4. End-of-Term Evaluation aims to assess the student on a comprehensive understanding of all critical skills and concepts gained throughout the course. The end-term may include individual projects, research reports, open-book exams, etc.

5. Attendance & Assessment Record for every semester will be maintained by the faculty which consists of attendance marks in each class. 10% of the overall grade will be determined based on the student's attendance and class participation and presence.

- 5% marks will be reserved for attendance. The following scale will be used for the same:

ATTENDANCE	GRADING
95% - 100%	5%
90% - 95%	4%
85% - 90%	3%
80% - 85%	2%
75% - 80%	1%
<75%	0%

- 5% marks will be internally evaluated based on the student's participation and presence in the class. Class participation and presence may be assessed on the basis of peer-work, constructive engagement, and overall discipline.

9.8.2. Grading System

DSEU follows a 10-point grading system with the following letter grades as given below:

Letter Grade	Grade Point
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7

Letter Grade	Grade Point
B (Above Average)	6
C+ (Average)	5
C (Below)	4
F (Fail)	0
Ab (Absent)	0

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

9.8.3. Internal Assessment Appeal

Students may request faculty for feedback about their grades. In addition, students need to inform the faculty in writing if they have any questions about their marks within two days of receiving the marks. If the student is not satisfied with the explanation of the faculty they may appeal to the campus director who will then form a committee to address the grievance.

9.8.4. Missed Examination

A student who misses a mid-semester or an end-semester examination for reasons such as medical emergency or grave personal tragedy, and has intimated the faculty concerned and the Academic Section of the campus in writing, will be awarded an 'I' grade. The student will have the opportunity to clear their 'I' grade within 30 days of the declaration of the results. If the student misses the re-exam then the student would be treated as having failed the course and be awarded 'F' grade. Students appearing in the re-exam will not be awarded an A or above irrespective of their performance.

9.8.5. Appeal Regarding Grades

A student may apply to the faculty teaching the course if they have reason to believe that a mistake has been made in connection with the published results. All challenges must be raised in writing within 10 working days of the results being published. The faculty will re-check the answer script to ensure that all marks awarded are included in the total and that no section of any answer has not been evaluated.

If the recheck reveals, subject to the provisions of the Regulations, any discrepancy resulting in the students' mark being revised, the record shall be corrected accordingly and a revised grade sheet shall be issued.

9.9. Academic Performance Standards

9.9.1. Norms for Promotion to the Next Academic Year

Promotion decisions will be made at the end of each academic year (results declared for Sem 1 and Sem 2). To be promoted to the next year of study the student will need to meet the minimum CGPA requirements specified below.

Programmes	Diploma	Degree	Post-Graduate
Min. CGPA	4.0	4.5	5.0

9.9.2. Norms for Graduation from the Programme

To be able to graduate the student needs to meet the following CGPA norms.

Programmes	Diploma	Degree	Post-Graduate
Min. CGPA	4.5	5.0	5.5

In addition no student can graduate even if they meet the CGPA criteria but have more than 1 'F' over the period of their degree/diploma. In case the student has more than 1 'F' they will need to retake exams to improve their grades in the subject that they have an 'F'. Re-exams are not available for improving the overall grade.

9.10. Multiple Entry and Exit

DSEU shall offer multiple entry and exit options as part of all the undergraduate degrees (except B.Tech.) courses. This is in keeping with the new National Education Policy (2020) that allows students to accumulate credits and gives the flexibility to join a program or leave a program in between.

The following option will be made available to the students joining undergraduate programs (except B.Tech.):

1.   One year: Diploma

2.   Two years: Advanced Diploma

3.   Three years: Degree

The students can also enter the courses in the second and third year of the program if they have completed the required credits from DSEU or other UGC recognized universities

10. Internships and Placements

The challenges of the 21st century need discovery, development, and design of new ideas, which necessitate a continual influx of fresh thinkers to infuse innovative and dynamic thinking across spectrums. DSEU's vision is to provide high-quality education that directly caters to industry needs and eventually bridges the skill gap while also ensuring the exposure of industry and specific skill sets and availability of meaningful jobs and livelihoods for the students.

The Centre for External Relations and Partnerships caters to Industry Interface and Partnerships and functions as the central pillar in building long-term and mutually beneficial partnerships with corporate and industry leaders in Delhi and beyond. Such partnerships entail bridging the industry-academia gap and offering multifaceted industry exposure to all the students in the form of guest lectures, workshops, seminars, industry visits, and live projects on an ongoing basis during their coursework. Learning in the classroom and beyond sows the seeds of an inquisitive mind, guaranteeing that such partnerships bear fruit for the student and the institution alike. The Centre for External Relations and Partnerships aligns student interests, aptitudes, and competencies to professional development opportunities and adequate industry prospects.

Another critical mission of the centre is to ensure ample employment opportunities for the students and provide pre-placement support and career guidance. A dedicated Counselling and Training in-charge at each campus, with the help of the central team, will prepare the students for placements by sharing the technical requirements and through mock tests/ interviews, personality development workshops, CV preparation sessions, and communication skills development. The team will support students in identifying the right internship and apprenticeship opportunities in the relevant industry. With dedicated efforts from both the team and students, DSEU plans to usher in an educational revolution and create ripples across industries and sectors. DSEU strives to prepare graduates who in addition to their academic degrees demonstrate critical, evaluative and analytical abilities.

While the Placement and Partnership office will facilitate student learning and development and help students get interviews with companies, registration for the campus placement or internship does not ensure a placement or an internship. The Centre acts as the facilitator in calling companies for placements and internships. The onus rests on the students to make best use of the centre's services, opportunities and industry partnerships.
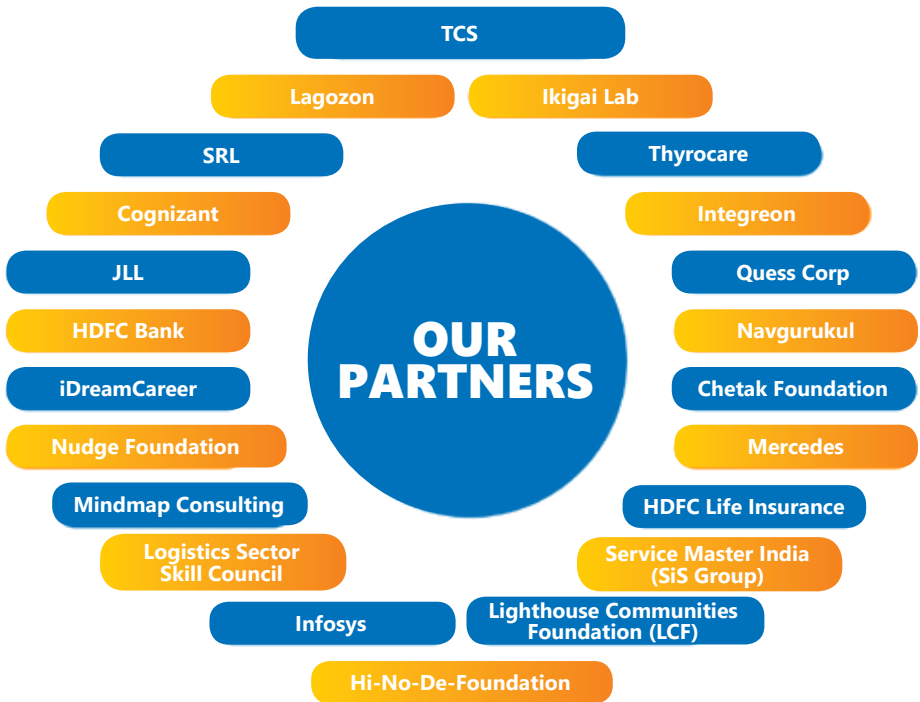
OUR PARTNERS

- TCS
- Lagozon
- Ikigai Lab
- SRL
- Thyrocare
- Cognizant
- Integreon
- JLL
- Quess Corp
- HDFC Bank
- Navgurukul
- iDreamCareer
- Chetak Foundation
- Nudge Foundation
- Mercedes
- Mindmap Consulting
- HDFC Life Insurance
- Logistics Sector Skill Council
- Service Master India (SiS Group)
- Infosys
- Lighthouse Communities Foundation (LCF)
- Hi-No-De-Foundation

11. Enterpreneurship and Incubation

Students , primarily graduates, often grapple with either going for a job or giving others a job, i.e. start an entrepreneurial pursuit. The latter is often met by scepticism due to its challenging nature, lack of financial, mentoring and intellectual support. DSEU shall support and nurture entrepreneurs and provide quality mentorship to steer the entrepreneurial journeys of those interested by providing incubation and constant support. Its goal is to foster innovation-focused and technology-driven entrepreneurship that is relevant to current times. Such institutional structures and safeguards intend to propel and support entrepreneurs, their companies and subsequent development. DSEU currently has two campuses with incubation centres: Bhai Parmanand DSEU Shakarpur campus (formerly known as Bhai Parmanand Institute of Business Studies) and DSEU Okhla: II campus (also known as Delhi Institute of Tool Engineering, Okhla).

Bhai Parmanand DSEU Shakarpur campus provides incubation support to start-ups solving local or national problems through entrepreneurial initiatives. The campus has a transparent and stringent evaluation process for shortlisting new start-ups. The shortlisted start-ups are incubated for a certain period to help them grow into successful enterprises.

DSEU Okhla II campus' Innovation and Incubation Foundation (IIF) helps nurture start-ups and allows innovation of business models using creative thinking and problem-solving techniques. It provides facilities, such as co-working spaces, mentorships, consultancies, and the provision of seed funding against equity.

The services of the state-of-art incubation centre will be available to all students who have ideas and are actively looking to test those out. The incubation centre will hold concept workshops, hackathons, lecturers, competency building exercises and fundraisers regularly. Such actions at the formative stages of any venture mitigate risk factors to a certain

degree. Entrepreneurship exists as one of the core tenets of DSEU, as suggested in the name itself. Thereby, students are encouraged to take advantage of all available options and carve out a future desirable for themselves and the nation.

Detailed information on the incubation centres can be found on the DSEU website (https://dseu.ac.in/resources-for-startups-and-entrepreneurs/). You may email at incubation@dseu.ac.in for any queries/information.

DSEU Incubation Centre

12. Fees, Scholarships and Fee Waiver

12.1. Fee Payment

DSEU will collect fees from students bi-annually. The fee payment schedule is informed to the student in advance. The fees for the respective programs and the fee payment schedule can be seen on the DSEU website (https://dseu.ac.in/wp-content/uploads/2021/11/Fee-Payment-Schedule.pdf). Students are required to pay the fee within the timeline given. On failing to do so, the registration of the student will be void for that particular year. The student will be allowed to re-join in the next year after paying the due amount of the fee. The above year leave will count towards the maximum leave that a student is permitted as per Section 9.4.3 of this handbook.

12.2. Scholarships & Fee Waiver

DSEU aims to ensure that all meritorious students having secured admission in the University are able to carry out their education. The University has put together a number of its own as well as external scholarships, which the students can avail based on the eligibility criteria laid down by the university and other scholarship granting authority respectively. DSEU is listed on all of the relevant government scholarship portals so that DSEU students can easily apply and avail the scholarships. Following are the scholarships available for DSEU students to support their academic journey.

DSEU Scholarships:

1.   Stepping-Stone Scholarship (SSS) available to UG students

2.   Topper's Scholarship available to diploma students

Government of Delhi Scholarships:

1.   Merit-cum-Means Linked Financial Assistance Scheme for Pursuing Higher Education in State Universities of Delhi available to both diploma and UG students

Scholarships pledged by corporates only for DSEU Students:

1. Surya Kiran Scholarship by Sun foundation available for both diploma and UG students

2. Raman Kant Munjal Scholarship 2021 by Hero Group available for UG students

3. Data Analytics Scholarship by IKIGAI lab available for UG students

Scholarships available to students country-wide

1. Mahindra All India Talent Scholarship by K. C. Mahindra Education Trust available only for diploma students

Portal for various scholarships awarded by corporates and individual donors

1. Vidyasaarathi Scholarship: Vidyasaarathi by NSDL e-Governance Infrastructure Limited (NSDL e-Gov) available for both diploma and UG students

2. Buddy4Study Scholarships: Buddy4Study portal available for both diploma and UG students

The University also offers a fee waiver of upto 10 percent of the fee charged based on annual family income for all students.

To ensure more students can access the scholarship schemes DSEU has a "one scholarship for one student" policy. Details of each of the scholarships mentioned above and fee waiver can be found in Scholarships and Financial Assistance on the DSEU website (https://dseu.ac.in/wp-content/uploads/2021/10/ScholarshipSupport_DSEUv7.docx.pdf). Award of the scholarship and continuation of the same is based on the discretion of the donor and eligibility criteria. It may not be treated as a matter of right.

13. Taking Care of Yourself

DSEU is a tobacco free, alcohol free, drug free campus. Consumption of alcohol or drugs on campus is strictly prohibited. Students are advised to take care of their physical and mental health, create personal routines around an exercise/sports/hobby of choice. Here are some things that we believe might help you transition smoothly into the University*.

✓	Maintaining a positive attitude	✗	Ragging
✓	Participation in all campus activities	✗	Harassing
✓	Regularity attending classes	✗	Over-Partying
✓	Meeting new People	✗	Getting involved in illegal activities
✓	Exploring opportunities to do multiple projects	✗	Procrastinating
✓	Broadening your perspective	✗	Copying

YES

NO

14. Campuses

Ambedkar DSEU Shakarpur Campus - I

Being one of Delhi's oldest campuses, it has always been well-maintained, and has world-class infrastructure to provide the best experience to students and also assure quality education and skill training. It has been ranked the best institute in northern India by National Institute of Technical Teachers Training & Research, Chandigarh. DSEU's Shakarpur-I campus is well-connected to the Delhi Metro's Blue line and has been strategically established to make for easier access for students while keeping in mind the high demand of skilled employees in the electronic hub, that is Noida. Students from Shakarpur Campus have represented Delhi at the Trade Fair.

Name of Director

Neeru Mehta

director-AIT@dseu.ac.in

Academic Contact Points

For Diploma & Degree Courses:

1. Shyam Baboo Bambiwal
   shyam.b.bambiwal@dseu.ac.in

Courses offered

1. Diploma in Electronics & Communication Engineering
2. Diploma in Computer Engineering
3. Bachelors in Computer Applications (BCA)

Aryabhatt DSEU Ashok Vihar Campus

Ashok Vihar campus of Delhi Skill and Entrepreneurship University is another branch of the University's initiative to provide world class skill-based courses across Delhi. The Ashok Vihar campus of DSEU is easily accessible through the Delhi Metro's Pink and Yellow lines, connecting with Azadpur as the nearest metro station. The campus is also convenient to reach via buses and has added last mile connectivity through e-rickshaws and other convenient modes. The campus has an open gym, hockey, football & volleyball grounds and & an indoor badminton court. There is also a state-of-the-art Photovoltaic (PV) roof top system and a state-of-the-art Daikin Lab at the campus.

Campus Director

Anil Kumar Choudhary
director-ABIT@dseu.ac.in

Academic Contact Point

For Diploma Courses:

1. Palwinder Kaur
palwinder.kaur@dseu.ac.in

Courses Offered

1. Diploma in Architecture
2. Diploma in Civil Engineering
3. Diploma in Electrical Engineering
4. Diploma in Mechanical Engineering
5. Part-time Diploma in Civil Engineering
6. Part-time Diploma in Electrical Engineering
7. Part-time Diploma in Mechanical Engineering

Bhai Parmanand DSEU Shakarpur Campus - II

Bhai Parmanand DSEU Shakarpur Campus - II formerly known as Bhai Parmanand Institute of Business Studies (BPIBS), has been a front-runner of providing quality higher education in Delhi. Well-connected to the Delhi Metro's Blue line, the campus has been strategically established to make for easier access for students. while keeping in mind the high demand of skilled employees in the electronic hub, that is Noida.

The campus also has a digital-reading room in addition to a digitized library access through E-granthalaya Software using the BarCode facility. The campus has been awarded an International Silver Grade Certification by APACC (Asia Pacific Accreditation and Certification Commission), Manilla, Philippines. The incubation centre at the campus is funded by Delhi Government under the Delhi Incubation Policy.

Name of Director
Girish Kumar Sharma
director-BPIBS@dseu.ac.in

Academic Contact Points
For Diploma & Degree Courses:
1. S. Mishra
sampurnananda.mishra@dseu.ac.in

Courses offered
1. B.Sc. (Data Analytics)
2. BBA (Banking, Financial Services and Insurance)
3. MCA (Masters in Computer Application)

DSEU Dwarka Campus

DSEU's Dwarka campus is surrounded by several big names in the hotel industry, along with world-class malls that are home to many big brands. With schools, hospitals, food joints, and banks at nearly every street corner, students can find excellent opportunities in any sector of their choosing. The campus has a football ground and basketball court to encourage sports activities amongst students. Located within a radius of 1 kilometre from the Blue line of Delhi Metro along with the availability of DTC bus service, the campus is easily accessible, ensuring a smooth and secure conveyance for students.

Campus Director

Shashank Gupta
director-IITD@dseu.ac.in

Academic Contact Points

For Diploma Courses:

1. Arun Dabas
arun.dabas@dseu.ac.in

For Degree Courses:

1. B.S. Sundaram
b.shanmugasundaram@dseu.ac.in

Courses Offered

1. Diploma in Computer Engineering
2. Diploma in Pharmacy
3. B.A. (Spanish)
4. BBA (Banking, Financial Services and Insurance)
5. BBA (Facilities and Hygiene Management)
6. B.Sc. (Medical Laboratory Technology)
7. BCA (Bachelor in Computer Application)

DSEU Okhla-II Campus

Ensuring an environment of opportunities in connection to DSEU's ambitions, the campus is enveloped by a string of industries, both established and in their start-up phase, along with hospitals. The campus shares the unique feature of access to Faridabad and Ballabhgarh, giving its students an added advantage to access numerous industries, hospitals, and other brand outlets. It houses the Innovation and Incubation Foundation (IIF) set up under the Delhi Incubation Policy. The campus also has a Center of Excellence in Air Conditioning (AC) in collaboration with Diaken.

The campus is strategically placed in the Okhla Industrial Area, and is connected closely with Delhi Metro's Violet Line, along with the facility of DTC bus service and other public transport to enhance last mile connectivity.

Campus Director
S. Majhi
director-DITE@dseu.ac.in

Academic Contact Points
For Diploma Courses:
1. Praveen Kumar
praveen.kumar@dseu.ac.in
For Degree Courses:
1. Gaurav Arora
gaurav.arora@dseu.ac.in

Courses Offered
1. Diploma in Mechanical Engineering
2. Diploma in Tool and Die Making
3. B. Tech. in Mechanical Engineering
4. B. Tech. in Tool Engineering
5. B. Tech. in Mechatronics
6. M. Tech. in Tool Engineering

DSEU Pusa Campus

DSEU's Pusa campus resides in the heart of Delhi, where talent meets skill training. Situated close to Rajendra Place Metro station of the Blue line and at walking distance from a DTC bus stop, the campus is easily accessible for students. Our Divyang Jans are an important part of our society and the infrastructure has been designed to make it PWD friendly. The campus has over 30 well-equipped laboratories to support teaching and research at the institute.

Campus Director
O.P. Singh
director-PIT@dseu.ac.in

Academic Contact Points
For Diploma Courses:
1. Naveen
   naveen@dseu.ac.in
For Degree Courses:
1. Satyawati Garg
   satya.9528@gmail.com

Courses offered
1. Diploma in Automobile Engineering
2. Diploma in Civil Engineering
3. Diploma in Electrical Engineering
4. Diploma in Electronics Engineering
5. Diploma in Mechanical Engineering
6. Diploma in Printing Technology
7. Part Time Diploma in Automobile Engineering
8. BBA (Retail Management)
9. B.Com. (Business Process Management)

DSEU Rajokri Campus

The campus has great infrastructure to support world-class training of students, strengthening them to become excellent in their vocation. DSEU Rajokri Campus is well-linked to the Aerocity Metro Station with last-mile connectivity through electric rickshaws and other modes, students can easily arrive at the centre and the nearest bus stop is Rajokri X-Ing.

Campus Director
> Porusu Ramanaiah
> director-RIT@dseu.ac.in

Academic Contact Points
> **For Diploma Courses:**
> 1. Carynthia Kharkongor
>   carynthiakharkongor@dseu.ac.in

> **For Degree Courses:**
> 1. Aman Borkar
>   aman.j.borkar@dseu.ac.in
> 2. Nidhi Chawla
>   nishiapp123.nc@gmail.com

Courses offered
1. Diploma in Computer Engineering
2. BMS (E-commerce)
3. BMS (Land Transportation)

DSEU Siri Fort Campus

DSEU Siri Fort Campus, which is spread out across a large area, has remarkable infrastructure in addition to the provision of all necessary amenities. Surrounded by multiple career opportunities, it fulfils DSEU's goal of not only teaching its students important skills, but also advising and supporting them in their quest to obtain the professions they have always desired.

DSEU's Siri Fort campus is located right at the heart of the city, well-connected to Delhi Metro's Yellow, Pink, and Magenta lines.This campus is easily accessible through the nearest Metro Station: Yellow Line- Green Park, or Hauz Khas, Magenta Line- Panchsheel Park. Students can also reach via the nearest Bus Stop which is Jija Bai Udyogic Sansthan, Jija Bai ITI, Kamla Nehru College.

Campus Director
Manju Jain
director-sirifort@dseu.ac.in

Academic Contact Points
For Degree Courses:
1. Kusan Biswas
kusan.biswas@dseu.ac.in

Courses offered
1. B.A. (Aesthetics and Beauty Therapy)
2. B.A. (Digital Media & Design)
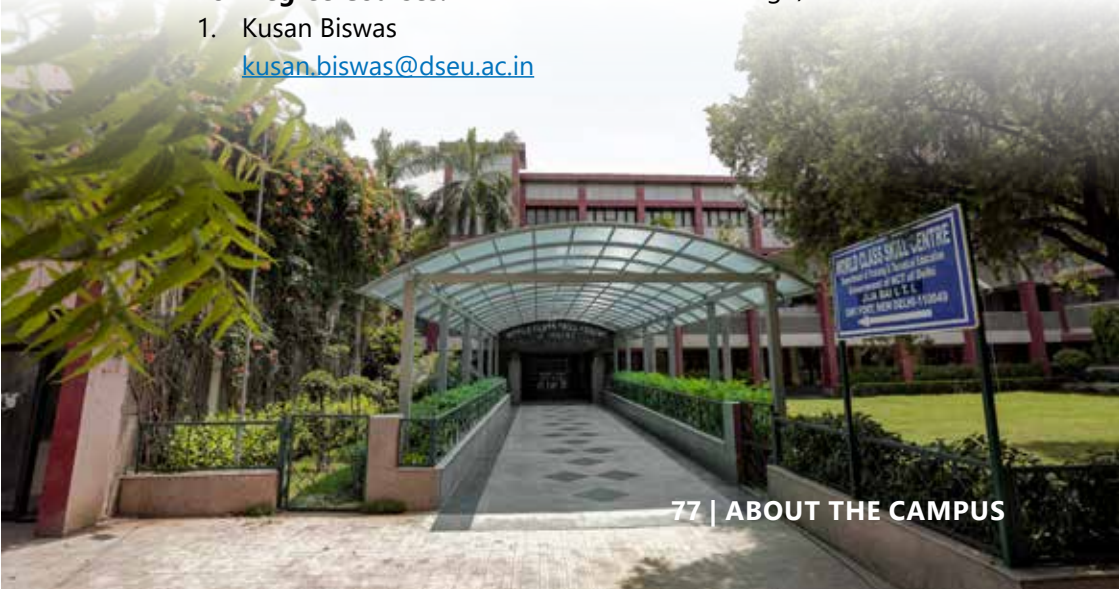
DSEU
Vivek Vihar Campus

DSEU's Vivek Vihar campus is one of the oldest skill development centres established in 2013 by the Government of NCT of Delhi. The lush green campus is located near Jhilmil industrial area and Indian Training Institute (ITI) with Dilshad Garden and Jhilmil as its nearest metro stations on the Redline.

Campus Director
>	Punita Duhan
>	director-vivekvihar@dseu.ac.in

Academic Contact Points
>	**For Degree Courses:**
>	1.	Amit Singh Khokhar
>		amit.s.khokhar@dseu.ac.in

Courses offered
1.	BBA (Retail Management)
2.	B.Com. (Business Process Management)

DSEU Wazirpur-I Campus

The Wazirpur campus of Delhi Skill and Entrepreneurship University is located in Shalimar Bagh. The institute, which was founded years ago as a polytechnic to provide quality higher education to Delhi students, has now been integrated with the University to ensure a wide range of courses designed to provide students with an industry level skill-set, as well as the motivation to tap their entrepreneurial minds and make them budding leaders in their domains.

It is linked conveniently to 3 lines of the Delhi Metro, namely Red line, Pink line, and Yellow line,with the nearest stations being Netaji Subhash Place, Shalimar Bagh and Azadpur respectively and the nearest bus stop is Ashok Vihar X-ing/ Wazirpur.

Name of Director
S. Majhi
director-DITE@dseu.ac.in

Academic Contact Points
For Diploma Courses:
1. Sandeep Suri
sandeep.suri@dseu.ac.in

Courses offered
1. Diploma in Mechanical Engineering
2. Diploma in Tool and Die Making

G.B. Pant DSEU Okhla-I Campus

DSEU's Okhla-I campus is well-connected to both the Magenta and Violet lines of the Delhi Metro. Okhla-I campus is placed in the heart of buzzing residential and marketplaces of Delhi, such as Kalkaji and New Friends Colony and is at a convenient distance from the cyberspaces of Noida. The campus has well-equipped labs including Advance Microwave and Antenna Testing Lab.

Campus Director
S. Majhi
director-DITE@dseu.ac.in

Academic Contact Points
For Degree Courses:
1. Sunita Kumari
sunita.kumari@dseu.ac.in

Courses Offered
1. B.Tech. in Mechanical & Automation Engineering
2. B.Tech. in Electronics & Communication Engineering
3. B.Tech. in Computer Science Engineering

G.B. Pant DSEU Okhla-III Campus

Established in 1961, the campus is spread over an area of 20.25 acres consisting of spacious academic complexes, workshops, educational facilities, and ICT-equipped labs. The campus was named after Pandit Govind Ballabh Pant, a renowned freedom fighter, and an able administrator. This campus (formerly polytechnic college) has been named as the largest Polytechnic in Asia. The campus also has a well established NCC Cadet team.

DSEU Okhla-III Campus is located in the Okhla Industrial Estate, Okhla Phase III, New Delhi-110020, near Nehru Place in South Delhi. It is also connected to the Violet line Metro. The nearest metro station is Govinpuri Metro Station. Okhla Tank bus stop is the nearest bus station that students can use to commute.

Campus Director
S. V. Vageesha
director-GBPIT@dseu.ac.in

Academic Contact Points
For Diploma Courses:
1. Nilanjana Ray
nilanjana.ray@dseu.ac.in

Courses Offered
1. Diploma in Automobile Engineering
2. Diploma in Civil Engineering
3. Diploma in Electrical Engineering
4. Diploma in Mechanical Engineering
5. Part-time Diploma in Civil Engineering
6. Part-time Diploma in Electrical Engineering
7. Part-time Diploma in Mechanical Engineering

Guru Nanak Dev DSEU Rohini Campus

Ensuring an environment of opportunities in connection to DSEU's ambitions, the campus is enveloped by a string of industries, both established and in their start-up phase, along with hospitals. Well-linked to the Delhi Metro's Yellow and Red lines, the nearest Metro Station is Red Line - Rohini West Station, and the nearest Bus Stop is Depot - II with last-mile connectivity through electric rickshaws and other modes that students can use to easily arrive at the campus.

Campus Director
    Ravinder Singh
    director-GNDIT@dseu.ac.in
Academic Contact Points
    For Diploma Courses:
    1. Pooja Kaul
        poojakaul2001@gmail.com

Courses offered
1. Diploma in Chemical Engineering
2. Diploma in Computer Engineering
3. Diploma in Electrical Engineering
4. Diploma in Electronics Engineering
5. Diploma in Mechanical Engineering
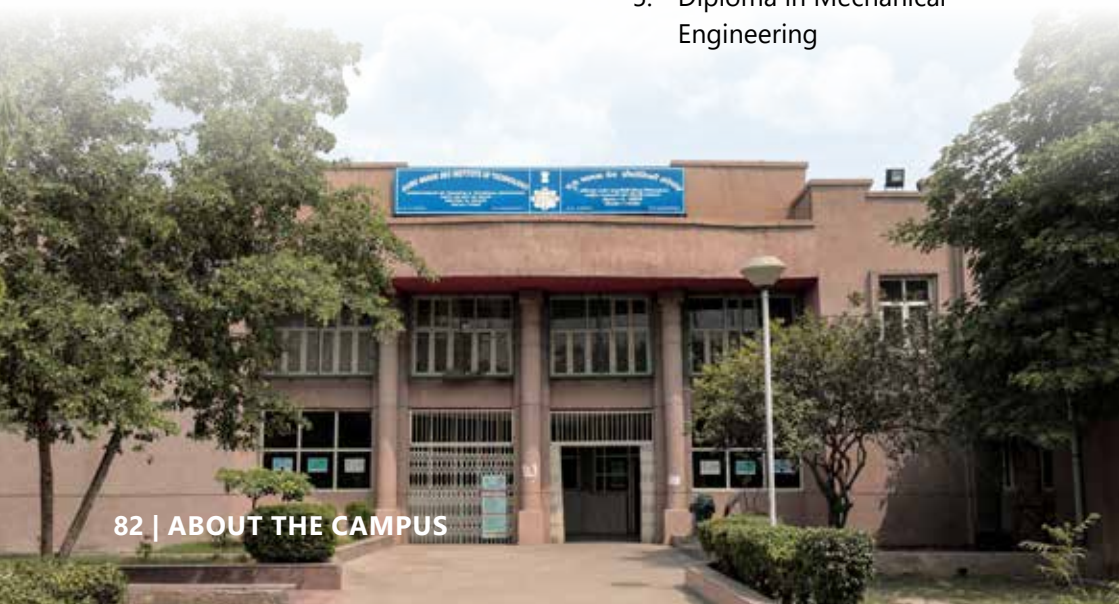
Kasturba DSEU Pitampura Campus

DSEU's Pitampura campus is well-connected to the Delhi Metro's Pink and Red lines and has been strategically established to make for easier access for students while keeping in mind the high demand of skilled employees in the neighbouring areas. Being closely located to Netaji Subhash Place, the campus has wonderful opportunities in all domains, most prominent ones being in digital marketing, hospitality and medical technology.

Campus Director
   Udita Malaviya
   director-KIT@dseu.ac.in

Academic Contact Points For Diploma Courses:
1.   Jaivir
     jaivir@dseu.ac.in
2.   Daljeet Singh
     daljeet@kitd.ac.in

Courses Offered
1.   Diploma in Civil Engineering
2.   Diploma in Computer Engineering
3.   Diploma in Electronics Engineering
4.   Diploma in Fashion Design

Meerabai DSEU Maharani Bagh Campus

The Maharani Bagh campus is located in the South-East district of Delhi and is surrounded by various opportunities, such as hospitals, industries and other retail outlets. With the cyber spaces of Noida well linked by the Delhi Metro, the campus is well suited for nearby students looking to build a future in digital marketing and other hospitality opportunities. It is very close to Delhi Metro's Pink and Magenta line, which along with the frequent facility of buses and availability of last mile connectivity makes commuting for students very convenient.

Campus Director

Sangita Passey
director-MBIT@dseu.ac.in

Academic Contact Points

For Diploma Courses:

1. Bhupendra Kumar
bhupendra.kumar@dseu.ac.in
2. R K Verma
raj.k.verma@dseu.ac.in

For Degree Courses:

1. Dony Tuolte
dony.tuolte@dseu.ac.in
2. Annpurna Srivastava
annpurna.srivastava@gmail.com
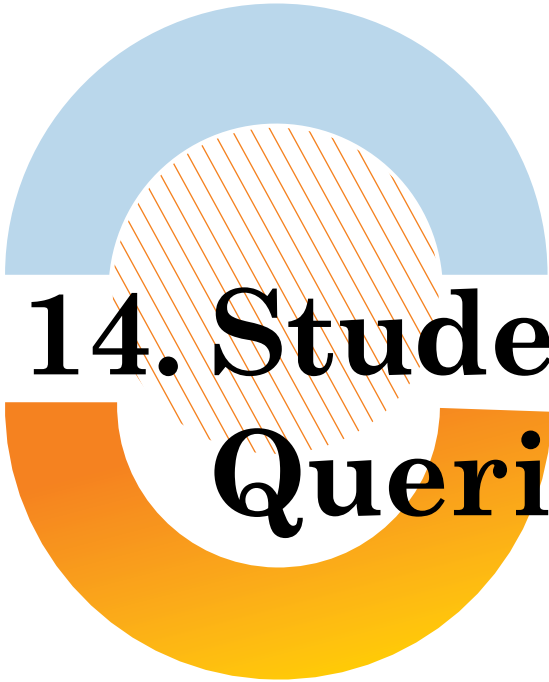
Courses Offered

1. Diploma in Applied Arts
2. Diploma in Cosmetology & Health
3. Diploma in Electronics Engineering
4. Diploma in Interior Design
5. Diploma in Pharmacy
6. B.Sc. (Medical Laboratory Technology)

KASTURBA DSEU PITAMPURA CAMPUS

ARYABHATT DSEU ASHOK VIHAR CAMPUS

DSEU WAZIRPUR-I CAMPUS

GURU NANAK DEV DSEU ROHINI CAMPUS

DSEU PUSA CAMPUS

DSEU VIVEK VIHAR CAMPUS

BHAI PARMANAND SHAKARPUR-II CAMPUS

AMBEDKAR DSEU SHAKARPUR-I CAMPUS

DSEU DWARKA CAMPUS

DSEU SIRI FORT CAMPUS

MEERABAI DSEU MAHARANI BAGH CAMPUS

DSEU RAJOKARI CAMPUS

G.B. PANT DSEU OKHLA-I CAMPUS

DSEU OKHLA-III CAMPUS

DSEU OKHLA-II CAMPUS

DSEU Campuses

14. Student Queries

A student's initial point of contact for academic questions and concerns should be a faculty member/course facilitator. In the event of any difficulties with the course, content, or assessments, students are encouraged to promptly contact and communicate with the concerned faculty. They can seek support on course content, study skills and get answers to academic queries.

If a student's queries are not resolved after conferring with the faculty, or if they are unable to voice their concerns to the course facilitator, they may seek the assistance of the Academic/Administrative Office at their respective campuses and/or the campus director. For non-academic queries, the student should reach out to the Administrative Office at their campus and/or the campus director.

Furthermore, the student may reach out to relevant University functionaries, as they deem fit. The contact details of all concerned officials can be found on the DSEU website (https://dseu.ac.in/contact-us-2/).

Notes

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2022

January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

February

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	1	2	3	4	5
6	7	8	9	10	11	12

March

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

October

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

November

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

December

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7
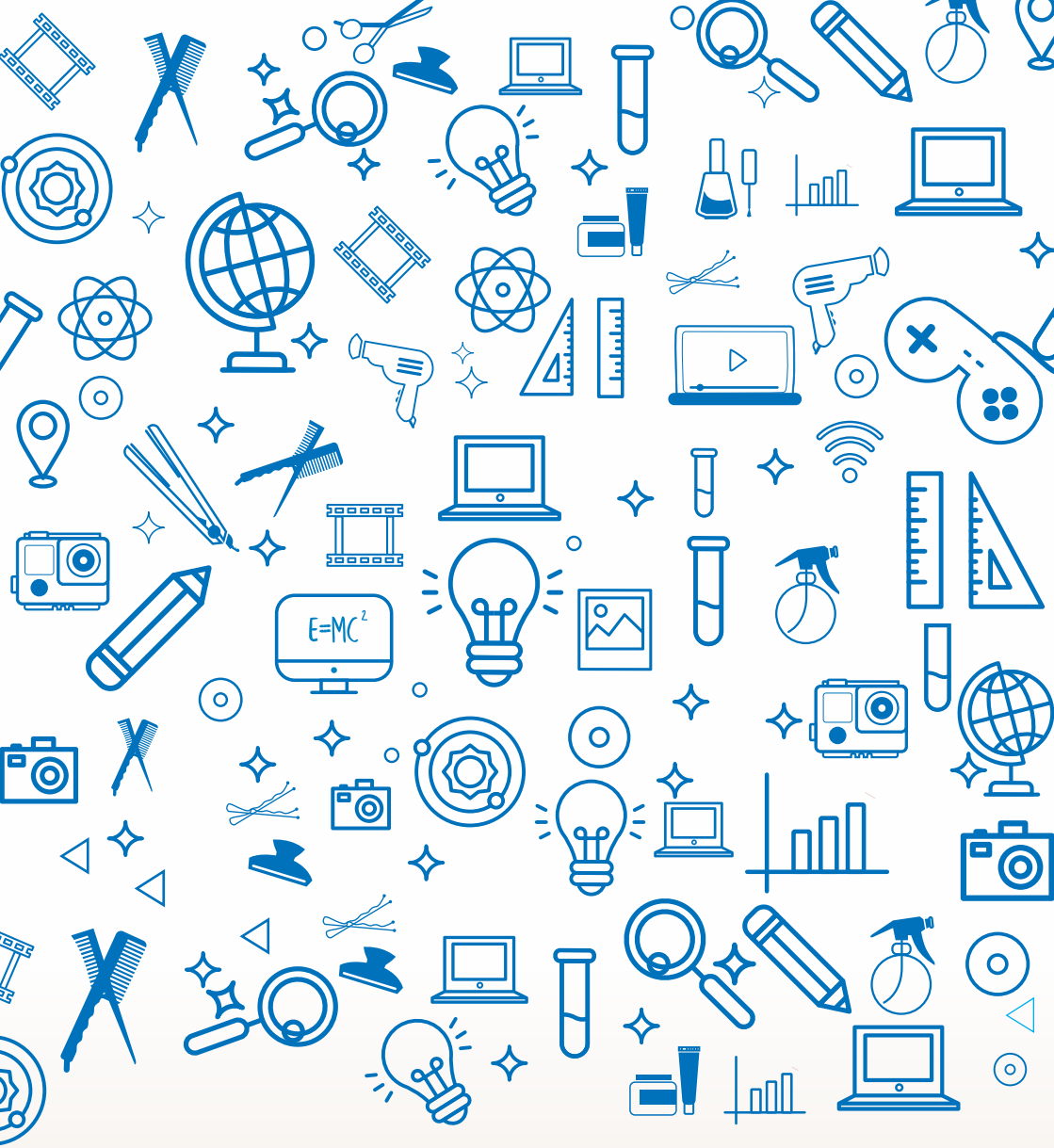
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