

Mandatory Disclosure



Thapar Polytechnic College

(ESTD.1956)

(Managed By Thapar Education Trust, New Delhi)

Thapar University Campus,

Patiala-147004

Ph. 0175-2365554

Website: www.tpc.ac.in

E-mail: principaltpc@thapar.edu

Mandatory Disclosure

I. Name of the Institution:

Name	<i>Thapar Polytechnic College</i>
City	Patiala
District	Patiala
Pin Code	147004
State	Punjab
Phone No. With STD Code	0175-2365554
Fax. No./E-Mail	principaltpc@thapar.edu
Nearest Railway Station	Patiala City (3 km)
Nearest Airport	Chandigarh
Website	www.tpc.ac.in

II. Name & Address of the Principal

Name	Dr. Ankush Kansal					
Designation Principal	Date of Birth: (Age) 08-09-1977	Highest Degree Ph. D	Specialization Electronics & Communication Engineering	Total Experience (Years)		
				Teaching 18	Research Industrial -	Academic Administration -
Mobile No.	STD Code 0175	PAN No.	AKCPK9746K			
Phone/Fax No. 2365554	Phone No. (O)	Date of relieving from last job: 12 July 2006				
E-mail: principaltpc@thapar.edu	Phone No. (R)	Date of Joining the institution: 13 July 2006				

III. Name of Affiliating University:

Punjab State Board of Technical Education & Industrial Training
Plot No. 1-A, Sector 36 A,
Chandigarh

IV. Governance/Management

The Institution is managed by the Managing Committee formulated and approved by the Patiala Technical Education Trust.

A) The present composition of Managing Committee is as follows:-

S.No.	Name(S/Shri/Ms)	Designation
1.	Dr. Prakash Gopalan Director Thapar University Patiala	Chairman
2.	Sh. J.S. Neerav Executive Director (Education Initiatives) C/o Avantha Holdings Ltd. Ballarpur Industries Limited First India Place, Tower -C 3rd Floor	Member

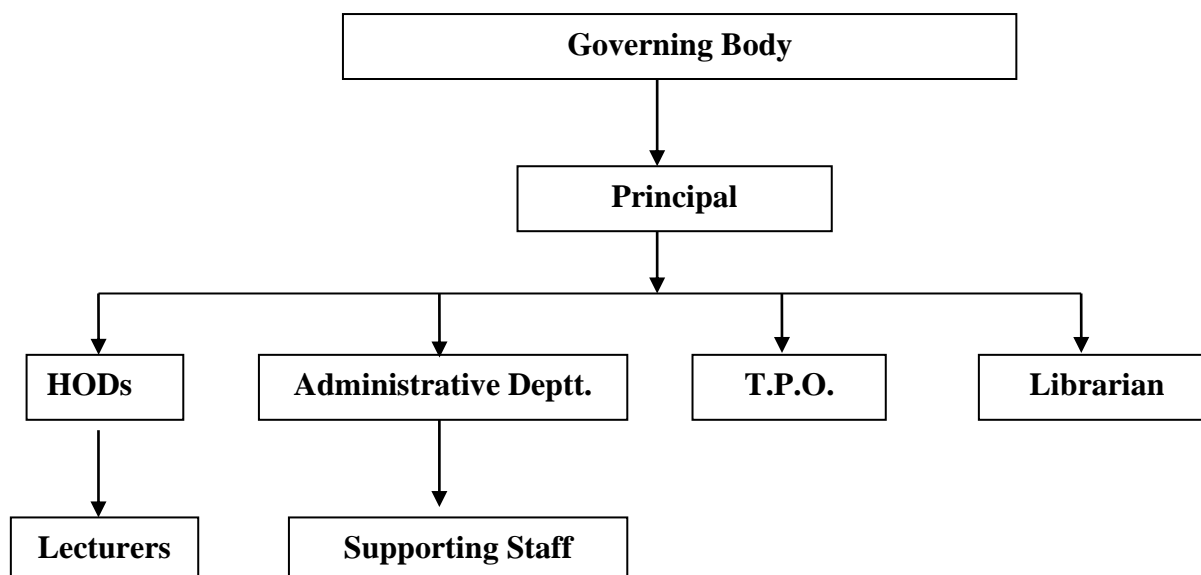
	Mehrauli-Gurgaon Road Gurgaon-122002	
3.	Dr. Padmakumar Nair Director LMT School of Management Dera Bassi Campus Thapar University Dear Bassi (Mohali)	Member
4.	Sh. Vinod Kumar Sablok, Vice President & Head Legal C/o. Avantha Holding Limited Ballarpur Industries Limited First India Place, Tower-C, 3 rd Floor Mehrauli –Gurgaon Road GURGAON -122002 (HARYANA)	Member
5.	Dr R S Kaler Deputy Director Thapar University, Patiala	Member
6.	Secretary to Govt. of Punjab Deptt of Tech. Edu & Indl. Training Mini Secretariat, Sector-9 Chandigarh or nominee	Member Ex-Officio
7.	Director Technical Education & Industrial Training, Punjab Plot No- 1, Sector 36-A Chandigarh or nominee	Member Ex-Officio
8.	Chairman Punjab State Board of Tech. Edu. & Industrial Training, Punjab Plot No- 1, Sector 36-A Chandigarh or nominee	Member Ex-Officio
9.	Regional Officer All India Council for Technical Education North Western Regional Office Plot No.1 Sector 36-A Chandigarh or nominee	Member Ex-Officio
10.	Joint Education Advisor (T) Deptt of Education Ministry of Human Resources Dev. Shastry Bhawan New Delhi or nominee	Member Ex-Officio
11.	Dr. Gurwinder Singh Registrar Thapar Institute of Engg. & Tech.	Member

	Patiala	
12.	Dr. Anurag Joshi Head of Department Electrical Engg. Thapar Polytechnic College Patiala (Teacher's representative from amongst the Head of the Departments in order of Seniority, by yearly rotation)	Member
13.	Principal Thapar Polytechnic College Patiala	Member Secretary

B) Frequency of Board Meetings

Managing Committee meetings are held twice in a year.

C) Organization Chart and Processes



D) Nature and extent of involvement of faculty and students in academic affairs/improvements.

The members of faculty and students are actively involved in academic affairs. Various personality development programmes for students are organized frequently. The members of faculty are also sponsored to attend short term courses for quality improvement.

E) Mechanism/norms and procedure for democratic/good governance.

In order to maintain the accountability, we conduct an internal Audit every Semester at departmental and Inter departmental level. We are applying horizontal system of Administration. For having democratic good governance, in this system there are several functional heads, who are accountable for their jobs responsibilities, and they are fully authorized to take work from their subordinates and colleagues. In case of any indiscipline by a subordinate they can report against him to the institutional head i.e. the Principal.

F) Student Feedback on Institutional Governance/Faculty Performance

Student feedback on Institutional Governance/Faculty Performance is obtained once in a semester. Students are always welcomed to report their grievances to their concerned HOD's and Principal. From session 2009, Internal Rationalization Committee has been constituted to seek feedback on Institutional level.

G) Disciplinary Committee/Grievances Redressal Mechanism for faculty, staff & student:

Disciplinary Committee

Name	Designation
Dr. (Mrs.) Ritu Jindal, Head (App. Sciences)	Convener
Mr. Rajesh Premi	Member
Mr. Vaibhav Singhi	Member
Mr. Harmeet Singh	Member
Ms. Aman Singla (Hostel Warden –F)	Member
Mr. Yadwinder Singh	Member
Ms. Mehak Khurana	Member
Ms. Monika Gupta	Member
Mr. Harinderjit Singh (Hostel Warden-D)	Member
Ms. Shama Sethi	Member

Grievance Redressal Committee

Name	Designation
Dr. Anurag Joshi HEED	Convener
Mrs. Shashi Bala Lecturer, Comp Engg.	Member
Ms. Anmol Rattan Lecturer, Civil Engg.	Member

V. Programmes

Name of the Course	Affiliation	Sanctioned Intake	Duration	Session
Architecture Assistantship	Yes	60	Three Years	Morning
Civil Engineering	Yes	60	Three Years	Morning
Electrical Engineering	Yes	60	Three Years	Morning
Mechanical Engineering	Yes	60	Three Years	Morning
Computer Science & Engineering	Yes	120	Three Years	Morning

VI. PLACEMENT FACILITIES

We have a full-fledged Training & Placement cell which plays an important role in counselling the students regarding their career and placements. On an average 70 - 80% of our eligible students got placements in the past three years. We have assigned one staff member from each department/trade as representative of TP cell to assist the students and recruiters during campus placements and other activities organized by training and placement cell.

Our Recruiters



- Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of their AICTE approval. If there is foreign collaboration, give the following details:

-----N.A-----

- Details of the Foreign Institution/University:

Heraud Education, South Australia

- For each Collaborative/affiliated Programme give the following:

Building & Construction

- Whether the Collaborative Programme is approved by AICTE? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/2005 dated 16th May, 2005

-----N.A.-----

PROFILE OF DIRECTOR/PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

(Details of Contribution in Engineering Research, Educational Management and Literature)

I. Name	Dr. Ankush Kansal
II. Father's Name	Sh. Janak Raj Kansal
III. Educational Qualification	Ph.D, M.E.(ECE), B. Tech (ECE),
IV. D.O.B	08-09-1977
V. Specialization	Electronics & Comm. Engg.
VI. Nationality	Indian
VII. Present Employment	Principal Thapar polytechnic College,

VIII. E.mail Address	Patiala principaltpc@thapar.edu
IX. Teaching Experience	18 Years
X. Industry Experience	--

i. **FEE**

Collection of fee is incorporated by the Institution as per the guidelines and Approval by the State Board fee Committee.

FEE STRUCTURE OF THE INSTITUTION

S. No	Details	Amount (in Rs.)
Board's Charges		
1.	Registraton Charges(one time)	500.00
Collection on behalf of institute		
2.	Tution Fee (Half yearly)	11000.00
3.	Refumdable Security(One Time)	500.00
4.	Development fund (Yearly)	3,650.00
5.	Student Activity Fund (Yearly)	2,235.00
	Student Activity Fund (One Time)	265.00
Grand Total		18150.00

- The student of Sc/ST category of Punjab shall pay only Rs.1133/-at the time of admission subject to the condition that family annual income is less than Rs.4,00,000.
 - Refundable Security 633
 - Registration Charges 500
 - Student activities related fund 150 (House Exam & Sports Fee)
- In case a SC candidate not having the proof of the income shall pay the fee as per other categories.

Detail of Student activities related fund

a) Student Fund	665/- PA
b) Annual/culture fund	67/- PA
c) Audio Visual	67/- PA
d) Common Room /club	67/- PA
e) Library fund	133/- PA
f) Magazine charges	33/- PA
g) NCC/NSS	33/- PA
h) Cycle /Scooter charges	133/- PA
i) Medical fund	67/- PA
j) Drawing Board	133/- PA
k) General maintenance	667/- PA
l) Recreation	68/- PA
m) Student chapter	35/- PA
n) Stationary Charges	67/- PA
(I) Total (a to n)	2235/- PA
o) Valedictory fund	66/- One Time
p) Identity Card	66/- One Time
q) Refundable Security	133/- One Time

(II) Total (o to q)

265/- One Time

(III) Grand Total (I+II)

2500/-

In addition to the above fee structure, Govt of Punjab has formulated a comprehensive insurance scheme for the benefit of student to the polytechnic. The charges for the same shall be collected at the level of institute. (Rs. 200 for General category and Rs. 150 for SC category)

- ii. Time schedule for payment of fee for the entire programme.

Semester wise fee is taken in the month of January and July every year

VII. FEE WAIVER SCHEME

As per Punjab Government notification no.13/60/08-ITE2/2650 dt. 24.6.10, 5% additional seats shall be given to the following categories:

- A. Women Candidates
- B. Economically Weaker
- C. Physically Handicapped

For every group of 60 sanctioned intake, 03 additional seats will be given which will be allocated for the above categories. In the event of non availability of student in a specific category as above, the benefit will be given to any other category according to merit.

Admission/Eligibility Matric passed children of parents having annual income less than Rs.8.00 lakhs from all sources shall only be eligible for seats under this scheme. For the students admitted under this scheme, **only tuition fee** shall be completely waived off. The tuition fee waiver to a student shall be for the complete duration of the course.

Note: All these seats shall be over and above the sanctioned intake. This scheme is only applicable to residents of Punjab.

Scholarships are given to the students on the basis of merit cum means.

VIII. Estimated cost of boarding and lodging in Hostels.

(w.e.f July 2020 Academic Session 2020-21)

Room Rent Rs.35,100 per annum
Security Rs.6,000 One Time, refundable

Mess Charges Rs. 1,800 per month
Mess security: 1,000 non refundable (One Time)
2000 refundable (One Time)

IX. Document Retention Policy

S. No.	Certificates:	Original/Photo Copy	Remarks
1.	Qualifying Examination Detail Marks Sheet	Photo copy	
2.	Matriculation Certificates (Date of Birth)	Photo copy	
3.	Character Certificate from institutions last attended	Photo copy	
4.	Proof of Residence/Domicile Certificate	Photo copy	
5.	Certificate in support of claim under reserved category.	Photo copy	
6.	Income Certificate, if admitted under Tuition Fee waiver seat/ Reserved Category in support of claim under reserved category.	Original	Original for SC/ST reserved category
7.	Attested copies of above certificates	Photo copy	
8.	Two recent stamp size photograph	Original	

Candidates who fail to produce the requisite documents will not be admitted.

X. Reservation:

The reservation of seats for institutes situated in Punjab shall be as per Punjab Government, Department of Technical Education and Industrial Training. A candidate shall be eligible to make claim for reservation under one reserved category only. However, the procedure for counselling/ allotment of courses and/ or institutes shall be such that if a candidate is getting a course/ institution higher in his/ her order of preference, as a general candidate, he/she shall be so regarded, notwithstanding his/ her claim as a reserved category shall then be offered to the candidates in that very reserved category. Reserved categories candidates must attach photo copy of the certificate as proof thereof along with admission form. Certificate to be produced by a candidate belonging to Backward Class of Punjab in support of his/ her claim under this category must not be dated earlier than one year before the first day of counselling for admission. The percentage of reservation for each of the categories shall be now as under:-

S. No	Category	Percentage
1	Scheduled castes/ schedule tribes	25%
2	Backward classed	5%
3	Border Areas/ backward areas	4% (2% each)
4	Sports persons	2%


S. No	Category	Percentage
5	Disabled Persons:	
	Blind	1%
	Deaf & Dumb	1%
	Other Handicapped	1%

XI. AICTE Approval (LOA & EOA)

a. Number of seats sanctioned with the year of approval.

	Courses (FT)	1 st Year of approval by AICTE(give approval ref. No. & date)	Sanctioned intake
Diploma	A.A.	No-North-West/1-2813802128/2016/EOA/Corrigendum-1 dated 16 May 2016.	60
	CIVIL		60
	ELECTRICAL		60
	MECHANICAL		60
	COMPUTER		120

All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)
Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: www.aicte-india.org



APPROVAL PROCESS 2020-21
Extension of Approval (EoA)

F.No. North-West/1-7012897986/2020/EOA Date: 30-Apr-2020

To,

The Principal Secretary (Technical),
Govt. of Punjab,
Room No 223, 2nd Floor, Sector-9,
Chandigarh-160009

Sub: Extension of Approval for the Academic Year 2020-21

Ref: Application of the Institution for Extension of Approval for the Academic Year 2020-21

Sir/Madam,

In terms of the provisions under the All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations 2020 notified by the Council vide notification number F.No. AB/AICTE/REG/2020 dated 4th February 2020 and norms standards, procedures and conditions prescribed by the Council from time to time, I am directed to convey the approval to

Permanent Id	1-479776471	Application Id	1-7012897986
Name of the Institute	THAPAR POLYTECHNIC COLLEGE	Name of the Society/Trust	THAPAR POLYTECHNIC COLLEGE,PATIALA
Institute Address	THAPAR POLYTECHNIC COLLEGE ,THAPAR UNIVERSITY CAMPUS, PATIALA, PATIALA, PATIALA, Punjab, 147004	Society/Trust Address	THAPAR POLYTECHNIC, THAPAR TECHNOLOGY CAMPUS,PATIALA,PATIALA,,1470 01
Institute Type	Govt aided	Region	North-West

b. Number of students admitted under various categories each year in the last three years.

Courses	2020		2019		2018	
	Sanctioned	Actual 2 nd sem	Sanctioned	Actual 4 th sem	Sanctioned	Actual 6 th sem
A.A.	60	8	60	17	60	20
Civil	60	53	60	63	60	62

Electrical	60	60	60	58	60	67
Mechanical	60	50	60	59	60	56
E.C.E.*	120	-	120	-	120	11
Computer	120	110	120	102	120	91
I.T*	30	-	30	-	30	6

***courses discontinued w.e.f academic session 2018-19**

- Lateral Entry : Admission in second year Diploma course of appropriate program upto a maximum of 20% of sanctioned intake.
- Fee waiver seats shall be 5% over and above the sanctioned intake in Ist year.

Calendar for admission

- Last date for request for applications. **July (Every year)**
- Last date for submission of application. **Last/First week of July/ August (Every year)**
- Dates for announcing final results. **Second week of August (Every year)**
- Release of admission list (main list and waiting list should be announced on the same day) **Second week of August (Every year)**
- Date for acceptance by the candidate (time given should in no case be less than 15 days) **Last week of August**
- Last date for closing of admission. **Last week of August**
- Starting of the Academic session. **As per academic calendar**
- viii The waiting list should be activated only on the expiry of date of main list.
- ix The policy of refund of the fee, in case of withdrawal, is clearly notified.

XII. CRITERIA AND WEIGHTAGES FOR ADMISSION:

As per Board Guidelines.

XIII. LIST OF FACILITIES AVAILABLE:

a. Games and Sports Facilities

It has been rightly said that “Health is Wealth” and to reduce the stress in today’s life it is believed that besides education some entertainment should also be there. Students at this institute are not only doing exceedingly well in the academics but are doing equally well in sports. They have brought laurels to the Institute many times in various sports events in the state. The various playgrounds available in the institute are: -

1. Cricket
2. Kabaddi
3. Kho-Kho

4. Volleyball

5. Hockey

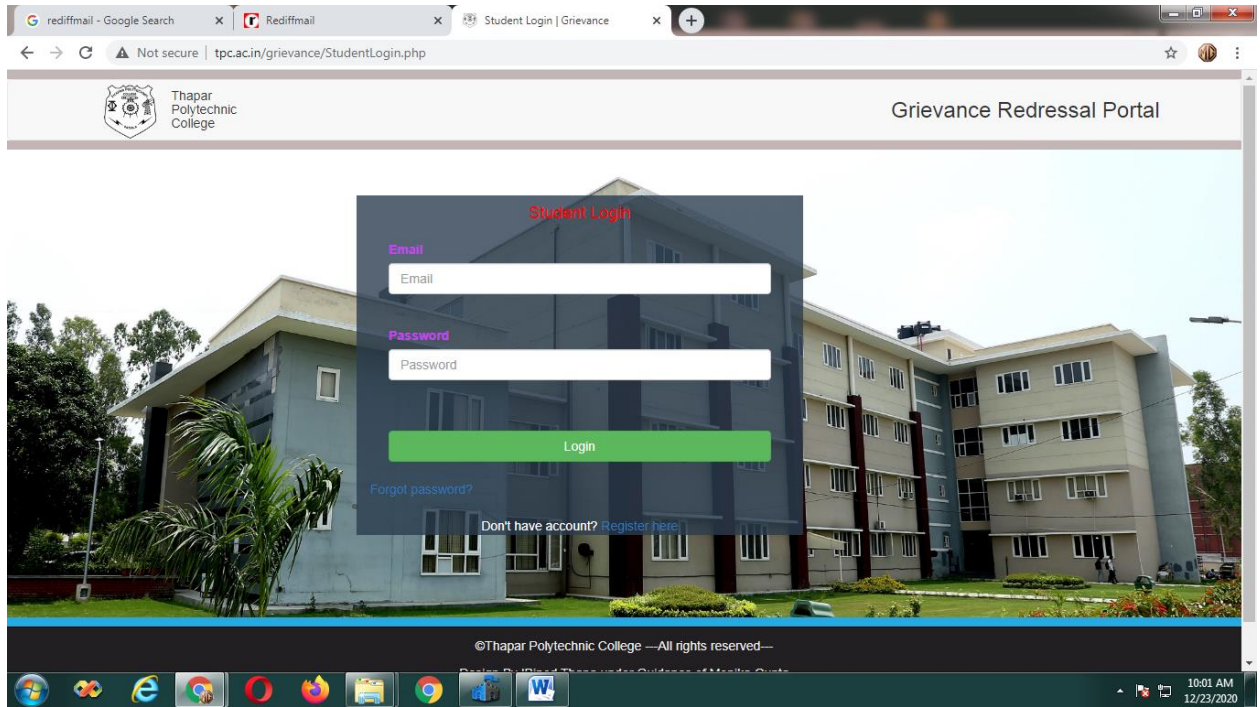
XIV. TEACHING LEARNING PROCESS:

- | | |
|--|--|
| a. Curricula and syllabi for each of the programmes as approved by the Board | Curriculum designed and approved by the Board is followed for all the programmes. |
| b. Academic Calendar of the Board | www.punjabteched.com |
| c. Academic Time Table | Attached at Annexure-I |
| d. Teaching Load of each Faculty | As per AICTE guidelines |
| e. Internal Continuous Evaluation | Continuous internal evaluation system of students is followed as per Board guidelines. Regular record of each student is maintained in attendance –cum -Performance register by the faculty. |

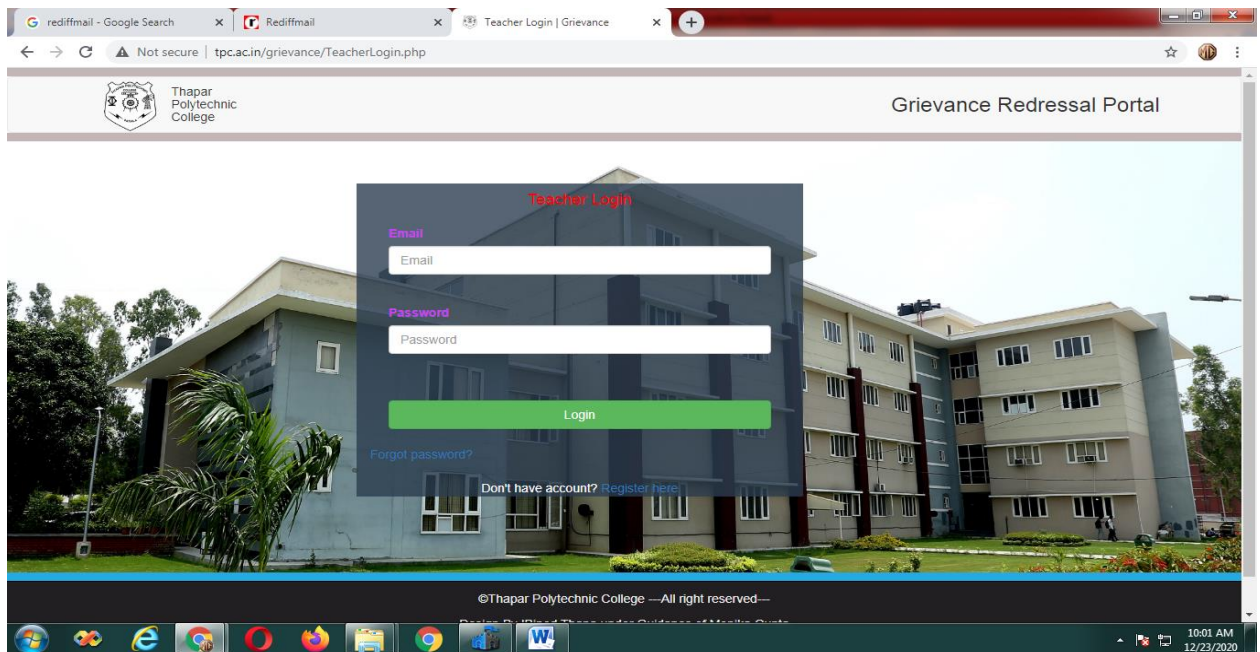
f. Teaching Learning Process

- Conducting practical using modern equipment
- Providing Calendar/Examination Schedule/Student Courses Files at the beginning of the academic year.
- Arranging special lectures by the Experts.
- Encouraging the students to participate in seminars.
- Industrial visits to get exposure and promote Institute-Industry interaction.
- Imparting leadership qualities, teamwork and communication skills to the students by organizing personality development courses and seminars.
- Informing parents about the progress of their wards periodically.
- Monitoring by periodic written feedback from the students.
- Using modern technical aids (Audio Visual).
- Interaction with the industries.
- Regular knowledge updating through Library and Reference work.
- Participate in Seminars.
- Self assessment and Faculty Feed back. .
- Sponsoring faculty for short term courses

XV. Student Feedback



XVI. Faculty Feedback



Principal
Thapar Polytechnic College, Patiala