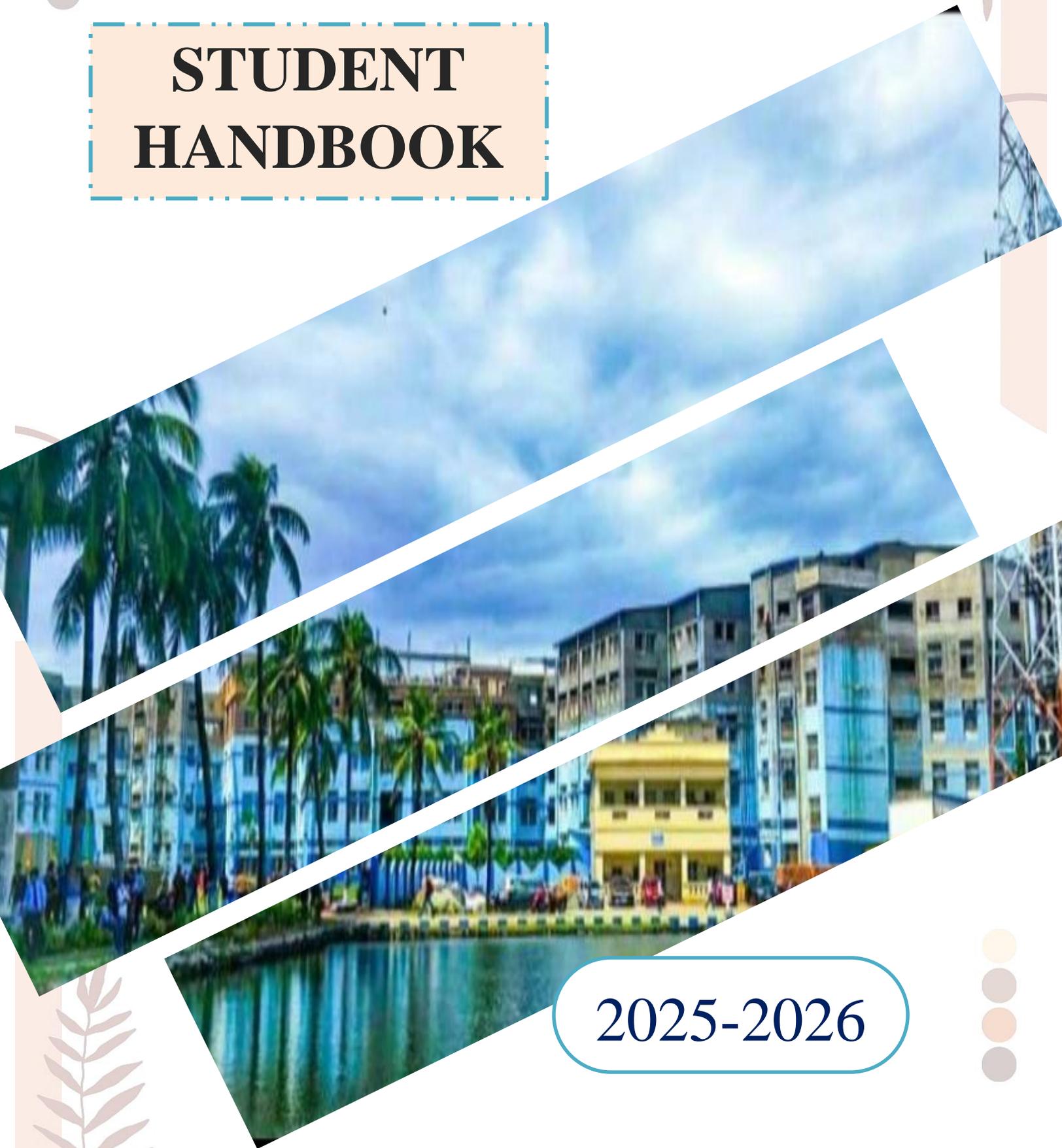


NARULA INSTITUTE OF TECHNOLOGY

**STUDENT  
HANDBOOK**

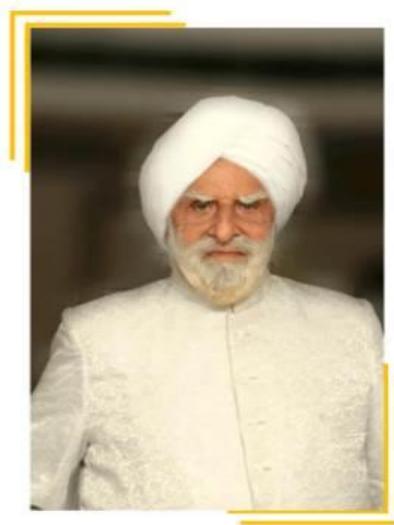
2025-2026



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## Our Beloved Babuji: Trailblazer of JIS



Sardar Jodh Singh, our beloved Babuji and the founder chairman of JIS Group is the fulcrum of all the endeavours of JIS Group. He had set the roadmap and success pillars of the spearheading educational establishment in eastern India – the JIS GROUP. He was born with a mission to ignite minds and empower lives. He always experienced a yearning to acknowledge his responsibilities and reciprocate by contributing to the growth and development of our society. The twenty-five institutions under JIS Group offers a wide spectrum of Undergraduate and Postgraduate programs ranging from Engineering and Technology, Computer Applications to Dental Science, Pharmacy, Hospitality along with Business Administration and Management. Today thousands of students pursue higher education in JIS Group of colleges and become successful and responsible global citizens. At JIS Group, we constantly strive to create an effective academic platform which can lead social, cultural, scientific, economic and technological reforms in our nation.

All the feathers of success we achieved are the result of blessings and good wishes of our beloved Late Babuji. His benevolence and philanthropy teaches us to illuminate the student community with the ray of education.

## Message from Principal



I would like to take this opportunity to wish you all a warm welcome to Narula Institute of Technology. I admire your decision to attend the institute, which has a 'A' grade from NAAC and NBA certification for six major departments. NiT believes in the global standard of education; thus, students are always exposed to a teaching-learning interactive platform that is meant to make you all ready for taking over the world. I truly hope that you will be able to add to NiT's strong legacy of brilliance and achievement in tenets of academics, innovation, research, culture and sports. A liberal technical education that ignites curiosity and fuels passion, I feel, is one of the best ways to discover yourself and who you want to be. You will have the opportunity to enhance your understanding and improve your talents by working with the dedicated and talented instructors and staff members. We use creative teaching approaches that allow you to learn outside of the classroom and better understand the world around you. You will be exposed to different kinds of hands-on industry training, internship and industrial talks, alumni talk that will show you what the legacy of this college is. It will also nudge you towards the right direction that will pave the way towards your bright future, not just as a technocrat but also as a human being in the truest essence.

In this current trend of interdisciplinary studies around the world, the academic environment is undergoing a revolutionary paradigm shift with a blended method of learning as we strive for more and more outreach of our innovation and intelligence, our unique thought process. Even if you are seated in a small room in a remote village of our country, smart classrooms will allow you to study through technological improvements.

Here at NiT, we offer an exceptional support system that will assist you in overcoming any obstacles. We will encourage you to achieve your potential as an undergraduate student, which will help you build personal and academic goals. I strongly believe in the affirmation that MAN is made up of three things, morality, ability and nobility and hence the lessons you take home in this course of time will shape you up as a human being as well. Communicative ability right from the inception of student life will help you to collaborate with many stalwarts in your path of life.

I heartily greet and appreciate your wonderful energy once more, and I hope to meet you in person in the coming days. We appreciate the opportunity to have you on our campus and look forward to a positive teaching-learning engagement. We hope the learning you receive today, may become the beacon of your existence for a lifetime to come.

### **Dr. Soumen Banerjee**

Principal - Narula Institute of Technology,  
Senior Member-IEEE & IEEE-AP / MTT Society,  
Fellow-IETE

## **ABOUT THE INSTITUTE**

Narula Institute of Technology is a leading autonomous Engineering & Management college, located at Agarpara near Kolkata under the aegis of JIS Group Educational Initiative since 2001. The Maulana Abul Kalam Azad University of Technology (MAKAUT) is affiliated with the college. It is one of seven colleges run by the JIS Group, a Sikh minority organization and a member of Association of Minority Professional Academic Institutes (AMPAI). Sardar Jodh, the Founding Chairman of NiT launched this foundation as a philanthropic endeavour.

Today it is one of the best private engineering colleges in Kolkata, West Bengal. It has NBA accredited degree programs in engineering. The institute has received a prestigious NIRF rating launched by MHRD, Government of India for the past 4 years in a row. This year the institute is ranked in the 201-250 rating group in the Engineering category and NIRF Innovation ranking among 150-300 selected institutes of India. It is also accredited 'A' by National Assessment and Accreditation Council (NAAC). The college has also received the notable World Bank Assisted and MHRD approved TEQIP (Phase II) grant for the advancement of Technical Education. It is eligible for receiving Central assistance under the recognition of 2(f) & 12(B) under UGC Act. It has received several accolades and rankings from industry leaders. Some of them are NIRF, CAREERS360, India Today, The Week, and Times of India. Apart from these, the college boasts of G20 certification and ATAL (AICTE Training and Learning Academy) certification.

The four year B.Tech course is imparted in the streams of Computer Science Engineering, AIML, DS, CST, CSBS, Electronics and Communication Engineering, Electrical Engineering, Civil Engineering, Information Technology, Electronics and Computer Science Engineering and Mechanical Engineering. The institute provides a brilliant platform for pursuing higher studies through PG courses like M.Tech (CSE, ECE, EE-Power System, CE- Structural Engineering), MCA. It has expanded to include diploma programs in EE, CE and ECTC under the affiliation of West Bengal State Council of Technical Education.

The institute boasts of a powerful R & D cell with immense contribution from the scholarly faculty members. There is an enormous repository of International and National Journal publications, E- books, Online Lectures which have drawn nationwide attention. With the encouragement and support from the college, around ten projects funded by organizations like UGC, DST, BRNS and AICTE are running successfully by the faculty members till date. Very recently the ECE Department has secured the MODROBS grant for upgrading their Embedded System and Electronic Design Automation Lab.

The college is in collaboration with Tech Mahindra, Accenture, Reliance Jio Infocom Ltd, CII, NASSCOM, Aspire Disruptive Skill foundation, Oracle, INFOSYS, TCS, NIT Sikkim, IIT-KGP and other organizations of repute. The students get an opportunity to interact on an international platform through seminars, conferences and special teaching-learning sessions. The student chapter plays a crucial role in organizing informative technical events within the campus. At present there are five student chapters in our college: IETE student forum of Electronics & Communication Engineering Department, ICE & ASCE of Civil Engineering Department, CSI of Computer Science Engineering, Information Technology & MCA Department and Institute of Engineers India (IEI) of Electrical Engineering Department. Apart from academics, the students get an exposure to the world of co-curricular activities which help them in shaping and grooming their personality.

Thus, the cornerstone of the successful evolution of Narula Institute of Technology lies in its modern teaching learning process, wifi enabled campus, ragging free environment, meticulous tutoring and mentoring of the future professionals of the industry as well as of academia, where the Institute's success has always been directly proportional to the success of the students.

## VISION

To make the Institute excellent in technological education and research by imparting equitable, inclusive, ethical, flexible and multidisciplinary knowledge to budding technologists to serve the society.

## MISSION

1. To establish continuously improving academic ambience in the Institute in order to prepare the students with beyond curriculum knowledge, creativity, innovation, problem solving abilities, teamwork, communication skills etc. for their holistic development.
2. To collaborate with Institutes of higher education, Professional Societies, R&D and Industrial organizations for continuous improvement of the academic research environment in the Institute and to build a strong Industry-Institute interface.
3. To promote and nurture entrepreneurial and innovative quality of the students providing proper education, training and supportive facilities so that future entrepreneurs emerge with flying colours.
4. To strengthen quality and knowledge-base of faculty through faculty development programs for continuous up gradation to remain in tune with dynamically changing technology.
5. To become a responsible contributor in the socio-economic development of the society through excellence in education and research.

## AFFILIATIONS/ ACCREDITATIONS

The institute is affiliated to MAKAUT, WB and the technical courses are approved by AICTE. The Institute has received a prestigious NIRF ranking given by MHRD, Govt of India for the last 4 consecutive years. This year the Institute has ranked in the rank band of 201-250 in the Engineering category. It has NBA accredited degree programmes in Engineering. It also prides itself with the prestigious NAAC accreditation. The institute was deemed worthy of receiving the notable World Bank assisted and MHRD approved TEQIP (phase 2) grant for advancement of Technical education. It has also been deemed eligible for receiving central assistance under recognition of clauses 2(f) and 12(b) under UGC Act.

## CAMPUS

The institute boasts of a ragging-free campus and students are encouraged to show no tolerance for ragging. The campus also houses a Women's Cell which specializes in prioritizing safety of female students and staff throughout the campus and is active in cultural, infrastructural and functional levels of the institute's hierarchy.

# Knowing

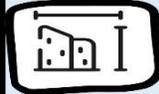
## NARULA INSTITUTE OF TECHNOLOGY

Established in 2001



Agarpara, Kolkata, West Bengal, India

26395 Sq.mt. Built-up Academic Space



Rankings by MHRD Govt. Of India Since 4 years(2017-2020) in Engineering Category

Eastern India's 1st Institute with QS International Ranking



Best Engineering College in East India at "National Education Excellence Award 2017"

3000+ Current Students



30000+ Alumni

Courses:  
B.Tech. | M.Tech. | BBA |  
BCA | MCA | MBA |  
DIPLOMA



Atal Ranking of Institutions on Innovation Achievement

NAAC 'A' ACCREDITED

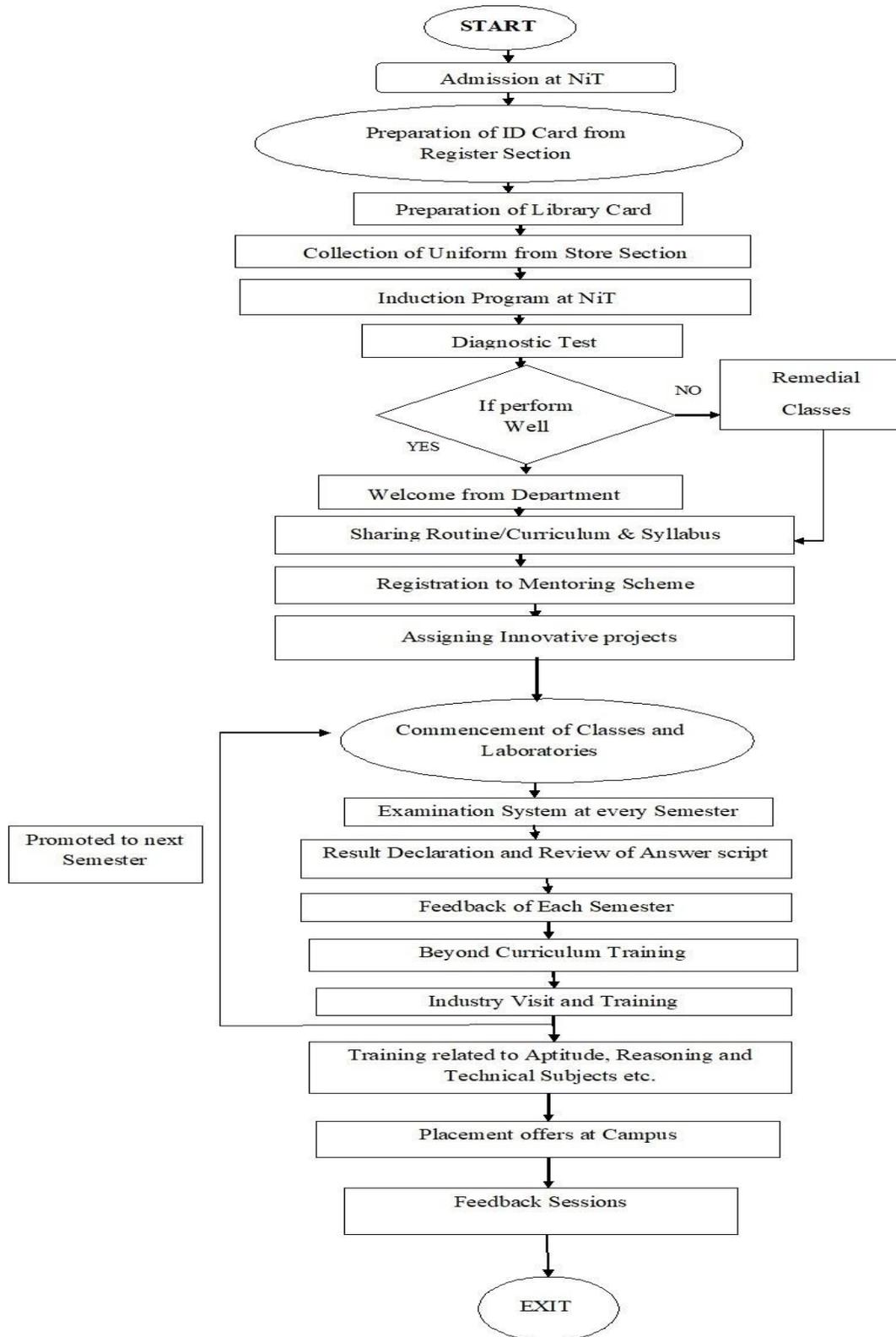


AICTE Approved

Received NIRF-INNOVATION Ranking in 2023



## Flowchart of “Entry to Exit” for students



## CENTRAL FACILITIES ON THE CAMPUS

### CENTRE OF EXCELLENCE

The Engineering Institution's credentials enhance the quality of research work and on-going innovative activities. NiT has established various high end Centre of Excellence Laboratories in past years. It includes the Pneumatic and Hydraulic Control Lab by BOSCH & REXROTH. NiT also has high end PCB Design Lab, Internet of Things Lab, Virtual Instrumentation Lab, labs funded by Government and non-government organizations. NiT has Central Computing Lab Facilities spread over an area with a total number of more than 450 computers. Many Government and non- Government examinations organised centrally are held at NiT because of the sophisticated computer facilities. The campus is well-equipped with spacious rooms along with Wi-Fi facilities. Also, there are auditoriums available for the cultural events organised at the campus. The campus includes the conference rooms for the meetings to be conducted by the officials.

### ICT BASED SMART ROOMS

NiT has a great technology of teaching students with the help of the latest ICT based tools & technology. In the process we have adopted a teaching method by using smart class room teaching technology where in the contexts latest design, animation & other dynamic components can be easily explained. There are 100% class-rooms with all the ICT facilities and computers for interfacing facilities.

### CANTEEN FACILITIES AND CAFETERIA

Canteen facility is an integral part of the campus which provides nutritious homely food to all hostellers, day scholars, faculty & staff members and visitors. It provides 4 meals a day. Quality food is prepared under strict hygienic conditions. The food is served in the dining area keeping all the sensitivities in consideration.

1. All the hostel mess serves Vegetarian/Non- Vegetarian Food only and operates in self-service mode.
2. The menu of the items is designed considering the requirements of the students and nutrition is added to make it healthy and complete.
3. We offer morning tea with regular breakfast, lunch, evening snacks and tea, dinner and milk to all hostellers.

4. The Canteen facility is available in all the campuses of Hostels which comprises a healthy & delicious variety of VEG/NON-VEG snacks & food.

## MEDICAL FACILITIES

1. The college doctor is available from 11:00 a.m. - 2:00 p.m. on the weekdays for the students and faculties and staff.
2. Whenever needed, hoteliers may utilize medical services provided at the SAGAR DUTTA MEDICAL COLLEGE AND HOSPITAL.
3. The medical counsellor is available twice a week (on Tuesdays & Thursdays) from 1:30 p.m.- 3:30 p.m.

## Sports and Gymnasium facilities

1. There is a wide playground available within the college campus.
2. Students can play any of the outdoor sports like: cricket, football, volleyball, badminton, handball etc.
3. Also there are boys and girl's common rooms with indoor games facilities like: Ludo, carom, table tennis, and chess.
4. A well-spaced Yoga Centre is also available for the students.
5. Some of the sports facilities are also available in girls and boys hostels.



## HOSTEL FACILITIES AND REGULATIONS

NIT Hostels is A Home Away from Home is a hub of academic, sports, cultural and social activities. It is said that home is sweet. But even then life at home cannot be compared to life in a hostel.

NIT provides separate hostels for boys and girls.

Each hostel has spacious and semi furnished rooms offering a pleasant environment. The hostels are well-equipped with spacious rooms along with other facilities like: Wi-Fi, water purifier, water cooler and provision for indoor as well as outdoor games. These hostels also have home like dining facilities that offer fresh & nutritious food to the students. Hostels give an environment to create the most effective conditions for student development. The hostels are located both within the campus and off the campus thus offering secured abode. Hostel also provides transportation at fixed timings to maintain security. The hostel is designed in such a way as to provide optimum utilization of student's time for their overall personality development.

### HOSTEL REGULATIONS

THE STUDENT who wishes to reside in the hostel is not allowed to leave the hostel during the MID-SESSION except in the case if he/she has been expelled from the hostel on account of disciplinary action / misconducts / short attendance etc.

1. Hostel Fee is NON REFUNDABLE except Caution Money. In case the student has been expelled from the Hostel on account of disciplinary action / misconducts / short attendance etc. his/her hostel fee and Hostel Caution Money will automatically be forfeited. No claim for any kind of refund will be entertained.
2. No hosteller will be permitted to continue to occupy a hostel room, unless he / she pays hostel dues within stipulated time. Any delay in payment of dues will attract fines as per rules.
3. Use of intoxicants (Alcohols and drugs) and smoking is strictly prohibited by law.
4. Ragging is strictly prohibited by law. Any hosteller found indulging himself / herself directly / indirectly in disciplinary activities like theft case / ragging / fighting / quarrelling / use of abusive language / misbehave with fellow students, juniors /

seniors within campus or with outsiders at public places and also with Staff members, the disciplinary action shall be initiated against him / her as deemed necessary or may be handed over to police for legal proceedings according to nature of offence for which entire responsibility lies on the concerned hosteller.

5. The hosteller is required to follow the Mess timings & Mess Regulations meticulously.
6. No hosteller is allowed to use a stove, heater, iron, cooler, immersion rod etc. unless specifically permitted by the competent authority.
7. The Hosteller is expected to avail facilities provided for personality development and enhancement of Professional skills & knowledge by the University Management.
8. No hosteller will leave COLLEGE or hostel campus, unless he / she obtains out pass issued by concerned hostel Warden and duly recorded in Movement Register available at Main / Hostel Gate.
9. Lodging and boarding facility may be made available for parents on advance booking on payment of Rs.1000/- per room per person per night by concerned hosteller for 2 days only. THIS FACILITY IS AVAILABLE FOR PARENTS ONLY.

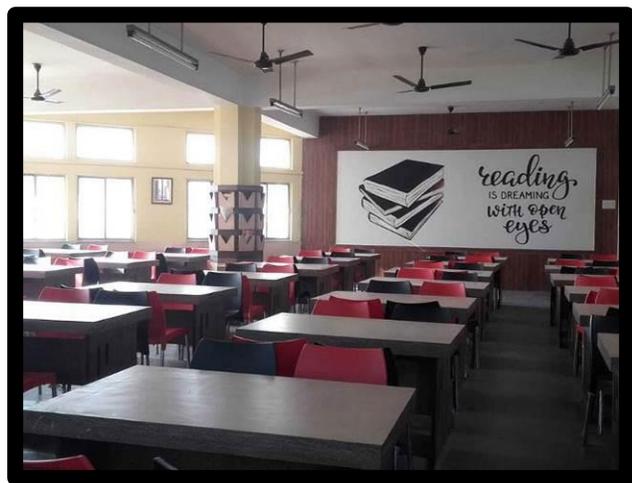
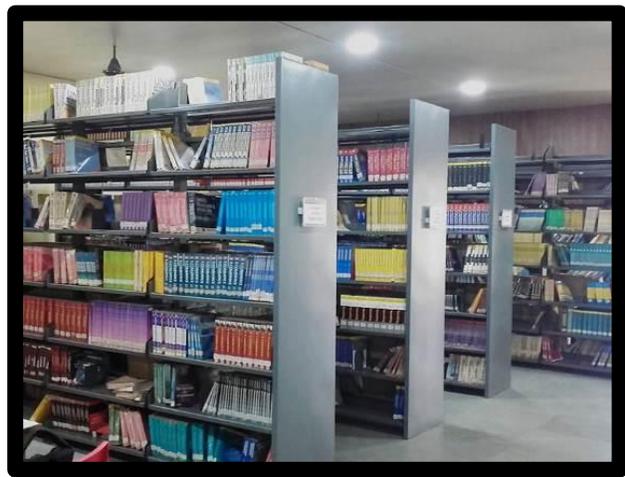
## CENTRAL LIBRARY FACILITIES AND REGULATIONS

NiT Library welcomes all of its student members to use the central library facility at campus. The Library has many reputed International and national author books for utilization by the students. The Central Library includes the International Journals for various engineering domains like IEEE and Springer repositories. It also has magazines from reputed publishers. The students of NiT can issue the book in the following ways, (a) book bank, and (b) reference book. The book bank is issued to the student for the entire semester i.e., three months. And the Reference books are issued for a limited period i.e., 15 days.

In order to ensure a good library-environment, we ask users to abide by the following rules. However, we expect, all members should exercise self-discipline, respect and consideration for others when using the Library.

1. The Library is open to registered members only and the members must hold a valid membership card (Fees Book for 1st Year students) when using the library.
2. Library is open on all working days of the Institute and from 8:00 am– 8:00 pm (Monday to Friday) & 9.30am – 1.30pm. (Saturday). However, the library remains open on request, as per convenience of the students and staff of the Institute.
3. No bags, umbrellas, personal books, CD, etc. may be brought into the library. The library will not accept any responsibility for the loss or misplacement of personal belongings.
4. Consumption of food is not permitted in the library and use of mobile phones is strictly prohibited inside the library.
5. Mutilation of library materials and damage to library materials is a serious offence. Members must report any mutilation or damage that is found in books before borrowing.
6. Every material borrowed from the library must be returned in time. Fines imposed on borrowers for late return of library materials, as follows –  
Rs. 2 per day for each book

7. Borrowers are responsible for the materials borrowed on their cards and are liable to replace the same if the material is found lost or damaged.
8. Users are required to comply with prevalent copyright regulations.
9. Practical work is strictly prohibited in the Library reading room.
10. Maximum 4 students are allowed in each table of the Library Reading Room.
11. Silence must be observed in the library & no discussion permitted inside the library.



# ADMISSION PROCESS OF NIT

NiT offers the following courses:

## ❖ UNDER GRADUATE (FULL TIME) : B. TECH (4-YEAR)

- 1 Computer Science and Engineering - 240 Seats
- 2 Electronics and Communications Engineering - 150 Seats
- 3 Information Technology - 180 Seats
- 4 Electrical Engineering - 60 Seats
- 5 Civil Engineering - 60 Seats
- 6 Mechanical Engineering - 60 Seats
- 7 Electronics and Computer Science Engineering - 30 Seats
- 8 Computer Science and Technology - 60 Seats
- 9 Computer Science and Engineering (Artificial Intelligence and Machine Learning) - 180 Seats
- 10 Computer Science and Business System - 60 Seats
- 11 Computer Science and Engineering (Data Science) - 60 Seats

## ❖ POST GRADUATE (FULL TIME) : M. TECH, MCA (2-YEAR)

- 1 Computer Science and Engineering - 18 Seats
- 2 Electronics and Communications Engineering - 12 Seats
- 3 Electrical Engineering (Power Systems) - 12 Seats
- 4 Civil Engineering (Structural Engineering) - 30 Seats
- 5 Civil Engineering (Geotechnical Engineering) - 18 seats
- 6 Master of Computer Applications - 60 seats

## ❖ BBA/BCA (COLLEGE CODE 306)

- 1 Bachelor in Business Administration (BBA) -90 seats
- 2 Bachelor in Computer Application (BCA) -120 seats

❖ **DIPLOMA ENGINEERING (FULL TIME / AICTE PPROVED)**

- 1 Electronics and Communications Engineering (ECE) - 30 seats
- 2 Civil Engineering (CE) - 30 seats
- 3 Electrical Engineering (EE) - 60 seats
- 4 Mechanical Engineering (ME) - 60 seats

For getting Admission to NiT the following criteria's need to be fulfilled shown in the table below.

STREAM	QUALIFYING ENTRANCE EXAMINATION & ELIGIBILITY CRITERIA
<b>B. TECH</b>	WBJEE/JEE (Main)/CEE-AMPAl -WB 10+2 standard or equivalent with Physics & Mathematics along with any one of Chemistry / Biotechnology / Biology / Computer Science / Computer Application as compulsory subjects with individual pass marks and having minimum 45% marks in the above subjects (40% for Reserve Category) and at least 30% marks in English+valid score/rankin WBJEE/Jee(Main)/ CEE-AMPAl-WB current academic year.
<b>B. TECH LATERAL</b>	WBJELET Diploma & B. Sc Degree holders having at least 45% marks (40% in case of Reserve Category) with valid JELET Score (Pass marks in XII standard with mathematics in case of B.Sc. Degree Holders.)
<b>M. TECH</b>	GATE / PGET / CEE-AMPAl-MASTERS Bachelor's degree or equivalent in the relevant field with current year GATE / PGET / CEE-AMPAl-MASTERS Score.
<b>MCA, MCA Lateral</b>	WBJECA / CEE-AMPAl-MASTERS Recognized (UGC and/or AICTE) Bachelor's Degree of minimum 3 years duration With Mathematics at 10+2 level or at Graduate level. Obtained at least 50% marks (45% in case of reserved Category) at the qualifying.
<b>Diploma</b>	JEXPO 10th standard qualified with minimum 35% in aggregate along with valid score in JEXPO of current year.

## DEPARTMENTAL HIGHLIGHTS

### ❖ THE DEPT. OF COMPUTER SCIENCE ENGINEERING (CSE)

**About the Department:** Computer Science and Engineering (CSE) is a field that combines principles of computer science and engineering to design, develop, and manage software and hardware systems. CSE Dept. has reaccredited from prestigious National Board of Accreditation (NBA) since 2016 for both B.TECH (CSE) and M.TECH (CSE). Our distinguished faculties ensure a wide range of diverse learning experiences at both the undergraduate and postgraduate levels, with B.Tech ranging from the fundamentals of Computer Science, Core Courses, Programming, Emerging Technologies like Big Data Analytics, Data Mining, IoT, AI, Machine Learning, Cyber Security, Block chain, Professional Ethics, Research Methodologies, and Open-Source Technologies—to name just a few. Department of CSE has started its UG program Bachelor of Technology (B. Tech) CSE in the year 2001 with an intake of 60. At present the department has expanded to 240 student intake. Our department also offers a Master of Technology (M. Tech) CSE with 18 intakes since 2007. The Institute has the honour of having a host of Multinational Companies visit the campus be it, Infosys, ITC-Infotech, TCS, Capgemini, Cognizant, Deloitte, Wipro, IBM, BYJU'S, Accenture just to name a few. Our close industry connections with these organizations ensure better job opportunities for our students through the campus placement drives with astounding packages creating a niche in the professional world. Many of our Alumni are settled abroad and also many of the students are placed in so many reputed Govt. sectors and Private Sectors Company and Research Organizations. We welcome students to be the part of Narula Institute of Technology to experience a new journey for a successful engineering career.

**Head of the Department:** Prof. Dr Subhram Das,

Email: [head\\_cse.nit@jisgroup.org](mailto:head_cse.nit@jisgroup.org)

**Infrastructure Facilities:** <https://www.nit.ac.in/computer-science-engineering.php>

**For more information see the departmental website:** <https://www.nit.ac.in/computer-science-engineering.php>

## ❖ THE DEPT. OF ELECTRONICS AND COMMUNICATION ENGINEERING (ECE)

**About the Department:** Electronics and Communication Engineering (ECE) offers four years' full time B. TECH program in ECE. The course has been accredited by the prestigious National Board of Accreditation (NBA) since 2008. Apart from this department running M.TECH. in Electronics & Communication Engineering since 2009 and we also offer Diploma courses in Electronics & Tele-Communication Engineering since 2015. Now, sanctioned intake for B. TECH (ECE) is 150, M. TECH (ECE) is 12 and Diploma in ETCE is 30. Our department boasts a remarkable infrastructure, complete with well-designed facilities and state-of-the-art laboratories. Equipped with cutting-edge technology, our labs offer students access to high-speed internet and advanced computers. In addition, our faculty members are highly qualified and dedicated, ensuring a standard of education for all our students. The department organized International & National Educational Programs (i.e., IEEE sponsored Seminars, Workshops, Faculty Development Programs and one day educational Industrial tours). There are more than 500 publications done by the faculty & students in National & International Journals & Conferences. Furthermore, five MODROB Projects sponsored by AICTE are completed, fourteen national patents are published by our faculty and staff members, two RPS, two UGC sponsored minor projects and two projects sponsored by MoES and ISRO are going on in this department. Our students are placed in reputed Govt. sectors, Private Sectors and Research Organizations. We have a PCB design Laboratory sponsored by AICTE.

We extend a warm invitation to you, whether you seek an undergraduate, postgraduate or diploma program in Electronics and Communication Engineering. Join us on this transformative educational journey and experience the world-class education, enriching environment, and endless possibilities that await you at Department of Electronics & Communication Engineering, Narula Institute of Technology.

**Head of the Department:** Dr. Kaushik Sarkar,

Email: [head\\_ece.nit@jisgroup.org](mailto:head_ece.nit@jisgroup.org)

**Infrastructure Facilities:** <https://www.nit.ac.in/electronics-communication-engineering.php>

**For more information see the departmental website:** <https://www.nit.ac.in/electronics-communication-engineering.php>

## ❖ THE DEPT. OF INFORMATION TECHNOLOGY (IT)

**About the Department:** The Information Technology (IT) Department of this premier Institute equips the students with practical-based knowledge modelled upon developments in software technology and its application in the relevant fields, both traditional and emerging. **IT Dept.** has prestigious accreditation from **National Board of Accreditation (NBA)**. Department of IT has started its UG program Bachelor of Technology (B. Tech) IT in the year 2001 with an intake of **60**. At present the department has expanded to **180** student intakes.

We guide the students in the proper direction amidst an atmosphere of open mind-set to make them inquisitive about the emerging technologies with sufficient theoretical and practical training enabling them to readily adapt themselves to the global market.

The I.T. infrastructure present at NIT consists of state-of-art Computer Labs with high-speed interconnections. A total of 15,000 sq. ft. has been used for creating these labs, which provides students with adequate practical experiences and a dedicated internet connection for knowledge enhancement and research. In recognition of this robust and structured computing facility, major leading firms/bodies, including TCS, Co-Cubes, and leading Banks/AIEEE, make use of this infrastructure for their online recruitment exams.

Professional liaisons with leading Training and Research Institutes of the country are maintained for fruitful collaborations in emerging trends in the area of Information Technology. Nit maintains constant communication with all leading companies in order to assess their needs in terms of manpower and know-how for better placement of students. We endeavour for the all-round development of the students including academic competence, leadership, and personality so that they acquire the traits of not only a highly skilled professional but also that of a responsible citizen.

**Head of the Department:** Dr. Suchismita Maiti,

Email: [head\\_it.nit@jisgroup.org](mailto:head_it.nit@jisgroup.org)

**Infrastructure Facilities:** <https://www.nit.ac.in/information-technology.php>

**For more information see the departmental website:**

<https://www.nit.ac.in/information-technology.php>

## ❖ THE DEPT. OF ELECTRICAL ENGINEERING (EE)

**About the Department:** The Electrical Engineering Department started the B.Tech (EE) programme in the year 2002 and was accredited by NBA in the year 2008. The Electrical Engineering Department started the M.Tech. (Power System) programme in 2010 and was accredited by NBA in the year 2016. Presently our sanctioned intake for B.TECH (EE) program is 60 and M.TECH (Power System) is 12. We have the distinction of one of our students securing a place in the first ten positions of West Bengal University of Technology in 2007. One of our students secured 125th all India Rank in GATE 2011 and secured 89th all India Rank in GATE 2014. Our students have been placed in IOCL, BHEL, POWERGRID, CESC, Reliance, L&T, Tata Consulting Engineers, TATA Motors, Electricity Utilities of various State Governments and numerous electrical project companies. Some of our students are pursuing higher studies in US Universities and some are also pursuing Ph.D. Our Faculty members consistently upgrade their knowledge by attending various training programs and participate in numerous National and International Conferences to present and publish Research Papers. Our faculty members have published Research Papers in Refereed International Journals with high impact factor and published latest technology books with reputed publishers. We regularly organize Industrial Seminars on current topics which are open to participation by Students and Faculty members. We regularly conduct Industrial Visits for students as well as faculty members. The Electrical Engineering graduate has a wide range of career opportunities in Power industries, Government PSUs, R&D Units, IT/ Software industries, Electricity Boards/Utility companies, Telecommunications industries, Manufacturing industries, Private industrial firms, and Startup companies.

**Head of the Department:** Dr. Bansari Deb Majumder,

Email: [head\\_ee.nit@jisgroup.org](mailto:head_ee.nit@jisgroup.org)

**Infrastructure Facilities:** <https://www.nit.ac.in/electrical-engineering.php>

**For more information see the departmental website:**

<https://www.nit.ac.in/electrical-engineering.php>

## ❖ The Dept. of Civil Engineering (CE)

**About the Department:** The Civil Engineering department is a vibrant department due to our academic and staff members as well as our bright students. The department has started its journey from 2007 with **B. TECH (CE) 60 intake**. The department also offers **M. TECH (Structural Engineering) with 30 intakes and M. TECH (Geotechnical Engineering) with 18 intakes**.

Our faculties come from highly respectable universities and industries with specialized knowledge that runs the gamut of civil and construction engineering ranging from geotechnical engineering to structural and construction management to transportation engineering to water and environmental engineering etc. We have excellent lab facilities which can be considered as one of the best in the country. Civil engineers build bridges, industrial structure, roads, canals, dams, high-rise buildings, factories, railway, metro railway, airport and other large structures.

Civil engineering is traditionally broken into several sub-disciplines including structural engineering, geotechnical engineering, water resource engineering, environmental engineering, transportation engineering, surveying and construction engineering. Civil engineers use computers and various up to date software's for analysis, design and construction, new technologies like remote sensing, intelligent buildings, intelligent transportation systems, green buildings, managerial skills for managing resources and structures. The department of civil engineering fulfils the requirements of equipping the students with all aspects of civil engineering mentioned above and face the real world with confidence and Narula Institute of Technology is the perfect choice for students who want to pursue B. Tech and Diploma in Civil engineering and M. Tech in Structural Engineering and Geotechnical Engineering in Kolkata.

**Head of the Department:** Dr. Abhishek Hazra

Email: [head\\_ce.nit@jisgroup.org](mailto:head_ce.nit@jisgroup.org)

**Infrastructure Facilities :** <https://www.nit.ac.in/civil-engineering.php>

**For more information, see the departmental website:**

<https://www.nit.ac.in/civil-engineering.php>

## ❖ The Dept. of Mechanical Engineering (ME)

**About the Department:** The Mechanical Engineering department comprises distinguished faculty members and highly efficient technical staff who are actively involved with the students in guiding and preparing them for a bright future. **The department started its journey from 2014 and offers B. TECH (ME) with 60 intakes. ME Dept. has prestigious accreditation from National Board of Accreditation (NBA).** Although the Mechanical Engineering Department at NiT is young, our driving mission is to prepare students for a rapidly evolving and complex world. With the NiT slogan "HOW TO THINK, NOT WHAT TO THINK", we continue to be committed to our core values of building on strong foundations to foster a culture of innovation within a dynamic, vital and engaging intellectual environment.

Our laboratories are very well established and consist of state-of-the-art facilities to motivate students to learn beyond the syllabus which definitely develops complete knowledge of the subject (both the practical and theoretical depth of knowledge) and develops the skill sets of students to become promising engineers in the future. The JIS Bosch Centre of Excellence on Fluid Power Control Systems has been setup to cater to the needs of research and training for faculties, students and researchers. I would like to conclude with the words of Thomas Friedman who has rightly said, "World is flat and opportunities are immense. It's just a question of identifying opportunities and making the best of them". I wish all the best to the students.

**Head of the Department:** Dr. Bikash Panja,

Email: [head\\_me.nit@jisgroup.org](mailto:head_me.nit@jisgroup.org)

**Infrastructure Facilities:** <https://www.nit.ac.in/mechanical-engineering.php>

**For more information see the departmental website:**

<https://www.nit.ac.in/mechanical-engineering.php>

## ❖ The Dept. of Electronics and Computer Science Engineering (ECS)

**About the Department:** The Electronics and Instrumentation Engineering department is the most innovative department of Narula Institute of Technology. The department has started its journey from 2010 and offers the B. Tech degree in Electronics and Instrumentation Engineering. The subject is the amalgam of both the software and core subjects. So, the department is very successful in offering placements in both the sectors for the entire pass out students. The department is very competent to execute innovative projects and won many project competitions in and around West Bengal. Our faculties have high national and international exposures and have more than 100 research publications. The students of EIE Department have published more than 70 research papers till date. The department is much focused on providing quality technical knowledge, enhancing project based technical skills and making them industry ready both for software and core sectors. Narula Institute of Technology is the best college for B. Tech in Electronics and Instrumentation Engineering in Kolkata.

**Head of the Department:** Ms. Sanghamitra Layek,

Email: [head\\_eie.nit@jisgroup.org](mailto:head_eie.nit@jisgroup.org)

**Infrastructure Facilities:** <https://www.nit.ac.in/electronics-instrumentation-engineering.php>

**For more information see the departmental**

**website:** <https://www.nit.ac.in/electronics-instrumentation-engineering.php>

## ❖ The Dept. of Basic Science and Humanities

### About the Department:

The Basic Science and Humanities department (BS & HU) comprises Physics, Chemistry, Mathematics and English. The department is committed to achieve academic excellence in teaching and scholarly endeavors, as well as serving the academic community and the public at large with highly qualified faculty members. It aims to provide a comprehensive knowledge of Mathematics, Physics, Chemistry and English to the engineering students with a view to enrich the students' understanding towards their core subjects. This will help them in encountering practical problems in their engineering careers, keeping a balance between applications and the basic principles behind them. The department has excellent faculty members with international fame. All the faculty members attend and present papers in International and National conferences regularly in India. Some of the faculty members attended International conferences in different countries like Germany, Poland, Hungary, Czech Republic, China, Sri Lanka, Lithuania, Bulgaria, Spain. Total journal publication of this department is nearly 200 and conference presented papers are nearly 250. The department also has continuing research projects funded by external agencies like DRDO, DBT, UGC etc.

The department organizes seminar, model competition, project fair, PowerPoint presentation competition for the students as well as arranges expert lectures from different fields. The department publishes a departmental Newsletter "Illumination" which contains all the departmental events and faculty achievements. There is also a separate Departmental Library apart from the Central Library which facilitates knowledge building for the faculty members.

**Head of the Department:** Dr. Sarbani Ganguly

Email: [head\\_bshu.nit@jisgroup.org](mailto:head_bshu.nit@jisgroup.org)

**Infrastructure Facilities:** <https://www.nit.ac.in/basic-science-humanities.php>

**For more information see the departmental website:** <https://www.nit.ac.in/basic-science-humanities.php>

## ❖ THE DEPARTMENT OF CSE (A.I.M.L)

**About the Department:** The Department of Computer Science and Engineering Artificial Intelligence and Machine Learning CSE (AIML) is an academic department that focuses on education, research, and innovation in the fields of artificial intelligence and machine learning. These fields involve developing algorithms, models, and systems that enable computers to perform tasks that typically require human intelligence.

The department has started its journey in 2021 with 60 intakes. The department offers B. TECH CSE (AI&ML). Now, the sanctioned intake is 180. The department provides a range of courses covering the fundamental concepts of artificial intelligence and machine learning. These courses might include topics like machine learning algorithms, neural networks, natural language processing, computer vision, data mining, and more. Students would learn both theoretical foundations and practical implementation skills.

The department would conduct cutting-edge research in AI and ML. Faculty and students might work on projects related to developing new algorithms, improving existing models, addressing ethical considerations in AI, and applying AI/ML to various domains such as healthcare, finance, robotics, and more.

**Head of the Department: Dr. Sagarika Chowdhury**

**Email: [head\\_aiml.nit@jisgroup.org](mailto:head_aiml.nit@jisgroup.org)**

**Infrastructure Facilities:**

**<https://www.nit.ac.in/cse-artificial-intelligence-machine-learning.php>**

**For more information, see the departmental website:**

**<https://www.nit.ac.in/cse-artificial-intelligence-machine-learning.php>**

## ❖ DEPARTMENT OF COMPUTER SCIENCE AND BUSINESS SYSTEM (CSBS)

**About the Department:** Department of Computer Science and Business System typically combines the fields of computer science and business to provide students with a well-rounded education that combines technical skills with business acumen. The department started its journey in the year 2021 and offers B. TECH in CSBS with the provision of **honors** as well. At present, intake of this department is 60. This program is running in collaboration and support of **Tata Consultancy Services (TCS)** and follows **TCS designed curriculum**.

The department would likely offer courses in computer science, covering topics such as programming, algorithms, data structures, software engineering, databases, networking, and more. Students would gain a strong foundation in computer science principles and practices. In addition to computer science courses, the department might offer business-related courses. These could include subjects like marketing, finance, management, entrepreneurship, and business strategy. Students would learn how to apply their technical skills in a business context.

The unique aspect of this department includes focusing on integrating computer science knowledge with business concepts. Students will learn how to develop software solutions that address real-world business challenges, create technology-driven business strategies, and understand the impact of technology on various industries.

Head of the Department: Prof. Jayanta Pal,

Email: [head\\_csbs.nit@jisgroup.org](mailto:head_csbs.nit@jisgroup.org)

For more information, see the departmental website:

<https://www.nit.ac.in/computer-science-business-systems.php>

## ❖ DEPT. OF COMPUTER SCIENCE AND TECHNOLOGY (CST)

**About the Department:** Department of Computer Science and Technology (CST) focuses on education, research, and innovation in the field of Computer Science and related technologies. CST department offers B. TECH (CST) with variety of courses including fundamental and advanced topics in Computer Science. This includes programming languages, algorithms and data structures, computer architecture, databases, networking, and specialized topics like machine learning, robotics, and cryptography. It has an intake capacity of 60 students and is committed to giving its students fine edge education and research and placement opportunities.

Our faculty, staff and students are always pushing the boundaries of what is possible in computer science and technology. Our belief is that individuals who are comprehensive and clear about the principles can fairly quickly adjust to rapid changes in technology. We want to provide such education to our students which help them serve as the foundation for lifelong learning. We believe that this approach to teaching-learning, coupled with practical experience gained during Industrial Training in reputed organizations, equips our students to handle the challenges posed by the software industry. Our students will prove themselves worthy for any organization or institute.

**Head of the Department:** Dr. Koushik Karmakar

Email: [head\\_cst.nit@jisgroup.org](mailto:head_cst.nit@jisgroup.org)

**For more information, see the departmental website:**

<https://www.nit.ac.in/computer-science-technology.php>

## ❖ THE DEPT. OF COMPUTER SCIENCE & ENGINEERING DATA SCIENCE (CSE -DS)

**About the Department:** Data Science is an offshoot of the Computer Science domain and its relevance and importance in solving today's technologically complex problems has been exponentially growing. With the present high volume data and unstructured in many cases that is generated across domains, there is a strong need to train students in developing involved techniques in data analytics and derive intelligent inferences from these complex data. To cater to this demand, **the CSE (Data Science) department was established in the academic year 2023. Presently, the department offers B. TECH CSE Data Science with 60 intakes.** The department has highly qualified faculty from premier institutes in India. Many of the faculties have a very rich industry and R&D experience from within India and abroad. Students have an opportunity to involve in research during their studies and this will pave the way for research-based career avenues for them. The high calibre teaching faculty and the excellent infrastructure creates a stimulating ambience for students to graduate to high quality data engineers and scientists. The goals of the department are to:

The goals of the department are to develop in depth understanding of the key technologies in data science and business analytics: data mining, machine learning, visualization techniques, predictive modelling and statistics.

We welcome students to be the part of Narula Institute of Technology to experience a new journey for a successful engineering career.

Head of the Department: Dr Chandrima Chakrobarty

**Email:** head\_ds@nit.ac.in

**Infrastructure Facilities:** <https://www.nit.ac.in/computer-science-engineering-data-science.php>

**For more information, see the departmental website:** <https://www.nit.ac.in/computer-science-engineering-data-science.php>

## TEACHING LEARNING PROCESS

Narula Institute of Technology - Kolkata is widely known as top engineering colleges in West Bengal, for its focus on student centric teaching learning processes. We are committed to the pursuit of excellence and take great pride in the accomplishments of our students. Our pride is not just saying; it is an approach for learning and growth that will last a lifetime. Teaching methodologies of NiT are designed in such a way that helps the students to develop their skills through hands-on experience. Our students and faculty members interact regularly with industry, academic and various government organizations. Teaching methodologies mostly focused on Live Projects, Guest Lectures, Seminars, Workshops, Group Assignments, Discussion, Brain Storming, Role Play, Emphasis on practical, Case Studies, etc.

### Smart Room Teaching Technology

NiT has a great technology of teaching students with the help of latest tools & technology. In the process we have adopted a teaching method by using smart class room teaching technology where in the contexts latest design, animation & other dynamic components can be easily explained.

### Emphasis of Practical Learning

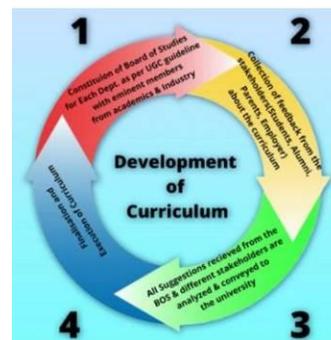
The purpose of practical classes is to guide and familiarize students with working life situations that help them to apply acquired practical knowledge and skills at the workplace. Special assessments and reflection sessions are arranged by the NiT during the practical session in order to assess the students' learning.

### Live Projects

Our teaching methodologies put a lot of stress on live projects which provides an opportunity to students to acquire and represent the capabilities of up to date thoughts and knowledge as per requirement of real word.

### Curriculum Development

The Curriculum of all the disciplines are revised periodically by taking the feedback from the Academicians, industry personnel and distinguished alumni members.



# ACADEMIC CALENDAR

LINK ----->

[https://www.nit.ac.in/pdf/Academic\\_Calendar\\_25-26.pdf](https://www.nit.ac.in/pdf/Academic_Calendar_25-26.pdf)

## Note:

- a) For Diploma programs - the State Council calendar will be followed
- b) For 1st year (2025 admission batch) commencement of class and other activities will be notified in due course
- c) Different Co-Curricular & Extra-Curricular activities under different club will be notified in website: [www.nit.ac.in](http://www.nit.ac.in)
- d) For any change of schedule would be notified in advance in website: [www.nit.ac.in](http://www.nit.ac.in)

## Induction Programme – SWAGATAM 2K25

Transition from school to university/college life is one of the most challenging events in a students' life. When new students enter an institution, they come with diverse thoughts, backgrounds and preparations. Purpose of Student Induction Programme is to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self-exploration. Student Induction Programme engages with the new students as soon as they come into the institution; before regular classes start. At the start of the induction, the incumbents learn about the institutional policies, processes, practices, culture and values, and their mentor groups are formed.

### **Students Induction could cover a number of different aspects (SAGE):**

**Socializing:** meeting other new students, senior students, student's union, Lectures by Eminent People;

**Associating:** visits to University / college, visits to Dept./Branch/ Programme of study & important places on campus, local area, city and so on;

**Governing:** rules and regulations, student support etc;

**Experiencing:** Subject lectures, study skills, small-group activities, physical activity, creative and performing arts, literary activities, universal human values, etc.

### **OBJECTIVES:**

- To help the students feel comfortable in the new environment and adjust to the customs and practices of the college.
- To enable the students to become familiar with the amenities and accessing the intellectual and physical resources of the institutions
- The main aim of the program is to install the ideas, practices and spirit of this College and its unique features.
- To enable the students to understand and have better relationship with the faculty members for setting the pace of fruitful teaching learning experiences.
- To create comfortable environment to the newly admitted students to approach faculty mentor when facing any academic, financial and psychological problems through the well-structured Mentor Mentee network.
- Giving attention to stimulating social integration of students among themselves and with teachers.
- Introducing the student support systems of the college.

The Swagatam Student Induction Programme 2024 Ceremony at the Biswa Bangla Convention Centre was a grand success. The event began with a warm welcome from Principal Prof. (Dr.) Soumen Banerjee and the ceremonial lighting of the lamp by esteemed guests. Notable addresses were given by Mr. Simarpreet Singh, Director of JIS Group, and Mr. Bidyut Majumdar, Deputy Director of Business Development, who spoke about JIS Group's impactful legacy.

Motivational insights were shared by Dr. Anindita Ganguly from the DTE, Govt. of West Bengal, with spiritual guidance from Swami Vedatitananda Ji Maharaj. Inspiring speeches were delivered by Dr. Kunal Sarkar, Dr. Tapan Misra, Dr. Arundhati Misra, Shri Santosh Kumar Sahu, Dr. Somenath Dutta, Mr. Gautam Ray, and Lieutenant General Kanwal Jeet Singh Dhillon. Contributions were also made by Dr. Monalisa Pal, Mr. Sumit Agarwal, and Harshit Sharma.





## HERALDING A NEW DAWN IN EDUCATIONAL EXCELLENCE

**TT Connect Initiative**  
Narula Institute of Technology welcomes new students with the Swagatam 2024 programme, also celebrating the JIS Group's silver jubilee.

**Swagatam 2024** was hosted by the Narula Institute of Technology on 30 August, welcoming the new batch of students to the institution. The event was hosted at the Bawa Bangla Convention Centre, with parents also invited along with the students to experience the beginning of their academic journey by highlighting the exciting opportunities that await them in the future.

The programme also saw industry captains and experienced academicians interact with the students and prep them up to fulfill their dreams, also encouraging them to build a strong academic base.

Moreover, senior students also curated invigorating cultural performances, extending a gracious welcome to all freshers.

Sardar Simarpreet Singh, Director of the Narula Institute of Technology said, "Always be focused on your goals and chase your dreams. The possibilities at the academic front are endless, and you are at the cusp of unleashing positive change!"

The day also saw the JIS Group of Educational Initiatives marking a milestone – 25 years of academic distinction. Celebrating the occasion, Managing Director Sardar Taranjit Singh cut the anniversary cake, also committing to the institution's steadfast legacy in shaping young minds. He said, "Students of today are the builders of tomorrow. On this momentous occasion, we are committed to providing you with the best education to ensure that you soar to great heights."

### MOTIVATORS OF THE DAY

**Dr. Kunal Sarkar**  
Director, Space Application Centre

Knowledge is transformative, and every step you take today will shape a better tomorrow. I see a lot of potential in students today to become go-getters and achievers of tomorrow.

**Mr. Gautam Ray**, President BCC&I, President-Corporate, RPSG Group

There is a deep connect between the industry and academia. The possibilities for building a career are endless, and there is something for all interests. Make the most of your academic aptitude!

**Swami Vedantitananda**, Correspondent, Ramakrishna Mission Shikshamandira, Belur Math

As you step forward into this new chapter, remember that your inner strength will guide you through life's challenges.

**Dr. Monalisa Pal**, Senior Engineer, Mathworks India Pvt. Ltd.

It's not just about equations and codes; it's about understanding the real-world impact of what you design and develop. So think out of the box and build the ability to nurture new ideas.

**Dr. Arundhati Misra**, Former Group Director, Space Application Centre

I urge you to dream big, because innovation happens when we dare to ask questions no one has thought of. As students of this esteemed institution, you have the privilege to explore, experiment and push the boundaries.

**Dr. Tapan Misra**, Founder, Sisir Radar | Former Director, Space Applications Centre (ISRO)

Technology is advancing at a pace faster than ever before. Let your curiosity lead the way, and remember that science is not just about solving problems but also asking the right questions.

**Lt. General Kanwal Jeet Singh Dhillon**, PVSM, UYSM, YSM, VSM (Retd.)

Discipline, courage, and resilience - these are values that will take you far in life.

**Mr. Sumit Agarwal**, Entrepreneur, LinkedIn Top Voice | SDG Ambassador for Diversity & Inclusion

It's important to cultivate an inclusive mindset, to create spaces where innovation thrives through collaboration; here and now is the time to get started!

**Dr. Somenath Dutta**, Scientist-G and Head Regional Meteorological Centre, Kolkata

You hold the key to finding solutions for some of the greatest challenges facing our planet. Embrace this responsibility with both humility and determination, and work to the fullest!

**Mr. Santosh Kumar Sahu**, Chief General Manager, REC Limited

The energy sector is vital to our nation's growth, and it is undergoing rapid transformation. You, as future technocrats, will play a pivotal role in shaping the future of energy.

**Ms. Jaya Kishori**, Motivational speaker

Life is a journey, and every step along the way will teach you something valuable. It's important to have faith in yourself, and in the power of perseverance.

# CURRICULUM AND SYLLABUS

## Under Autonomy

Follow the website link of the department:

Department	Website Link for Curriculum & Syllabus
Computer Science and Engineering	<a href="https://www.nit.ac.in/pdf/ce-pg.pdf">https://www.nit.ac.in/pdf/ce-pg.pdf</a>
Electronics and Communication Engineering	<a href="https://www.nit.ac.in/pdf/ece-pg.pdf">https://www.nit.ac.in/pdf/ece-pg.pdf</a>
Electrical Engineering-Power System	<a href="https://www.nit.ac.in/pdf/ee-pg.pdf">https://www.nit.ac.in/pdf/ee-pg.pdf</a>
Civil Engineering-Structural Engineering	<a href="https://www.nit.ac.in/pdf/ce-pg.pdf">https://www.nit.ac.in/pdf/ce-pg.pdf</a>
Civil Engineering- Geotechnical Engineering	To be shared shortly

## Curriculum for Diploma

Department	Website Link for Curriculum & Syllabus
Electronics and Tele-Communication Engineering	<a href="https://www.nit.ac.in/pdf/ece-diploma.pdf">https://www.nit.ac.in/pdf/ece-diploma.pdf</a>
Electrical Engineering	<a href="https://www.nit.ac.in/pdf/ee-diploma.pdf">https://www.nit.ac.in/pdf/ee-diploma.pdf</a>
Civil Engineering	<a href="https://www.nit.ac.in/pdf/ce-diploma.pdf">https://www.nit.ac.in/pdf/ce-diploma.pdf</a>
Mechanical Engineering	<a href="https://www.nit.ac.in/pdf/me-diploma.pdf">https://www.nit.ac.in/pdf/me-diploma.pdf</a>

## SCHOLARSHIP SCHEMES

**Students of the institution receive scholarships from the following Government schemes:**

- National Scholarship
- Swami Vivekananda Merit Cum Means Scholarship, Government of West Bengal
- West Bengal Government Free-ship Scheme
- Aikasree Scholarship under West Bengal Government
- Kanyashree Scholarship under West Bengal Government
- E Kalyan Scholarship
- West Bengal Minorities Development and Finance Corporation
- Post Matric Scholarship by Bihar Government
- Gate Scholarship

### **Scholarship Scheme and Financial Assistance from Non-Government Organizations**

#### **✓ Institute Scholarship For UG programs**

The institute has decided to offer **Full free ship** and **Half free ship** to the students belonging to poor economic backgrounds. Scholarship of Rs.60,000/- @ Rs.10,000/- per semester is applicable only to the students who have studied their three years diploma in engineering in the institute.

#### **✓ Institute Scholarship For PG programs**

All the regular students, enrolled under various M.Tech Programs in engineering disciplines as per the prevailing institute norms and regulations, are eligible for 20% Scholarship on the PG tuition fees, who have completed either degree programme from the institution. The institute also offers 20% Scholarship on the PG tuition fees for the students of other organization, but must have 7 CGPA in the UG programme.

### ✓ Tuition Fee Waiver Scheme

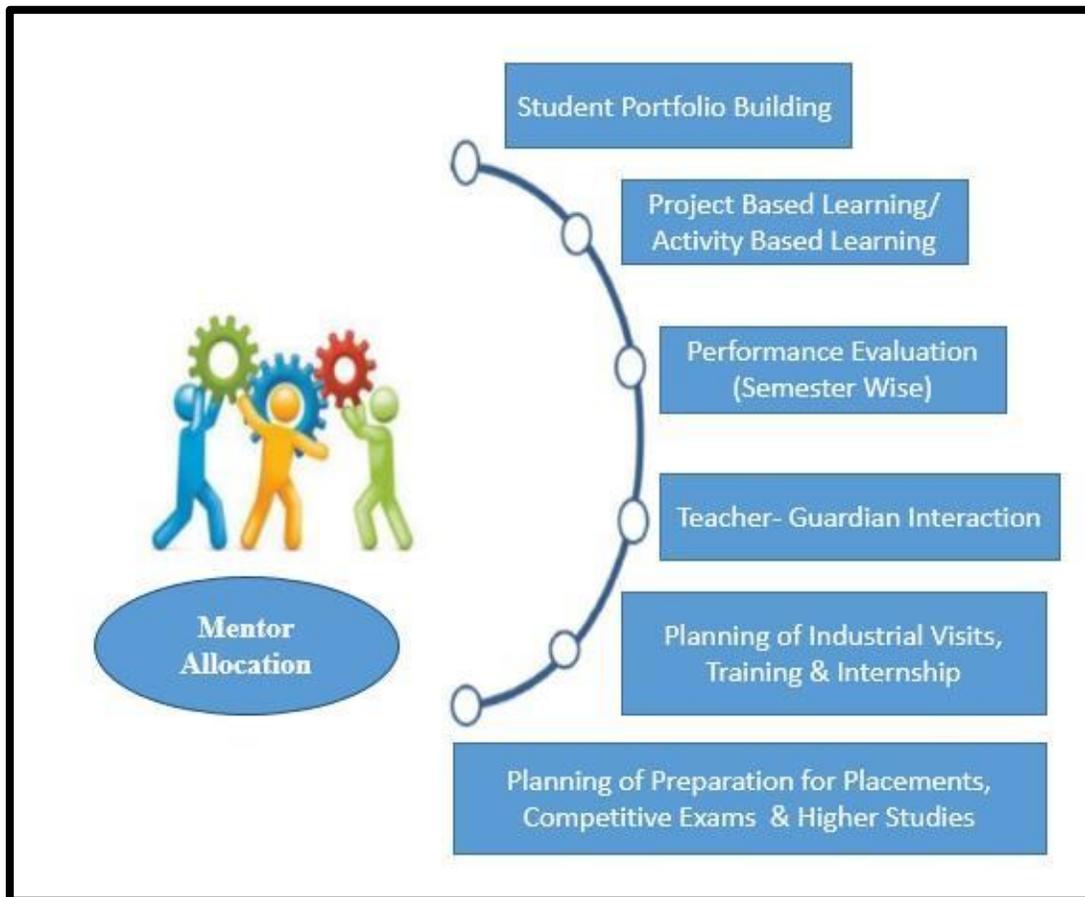
The candidates having annual family income of the candidate must not be more than Rs. 2.5 lakh from all sources are given free studentship for the Tuition fee only. Candidate must be a domicile of West Bengal. Merit rank in State Level Joint Entrance Examination (WBJEE)/National Level Entrance Examination (JEE-Mains) for B Tech.

### ✓ Gurudwara Sikh Scholarship

The Sikh students of the institute also receive financial assistance from Gurudwara who provide financial support to the Sikh students from economically poor family income background.

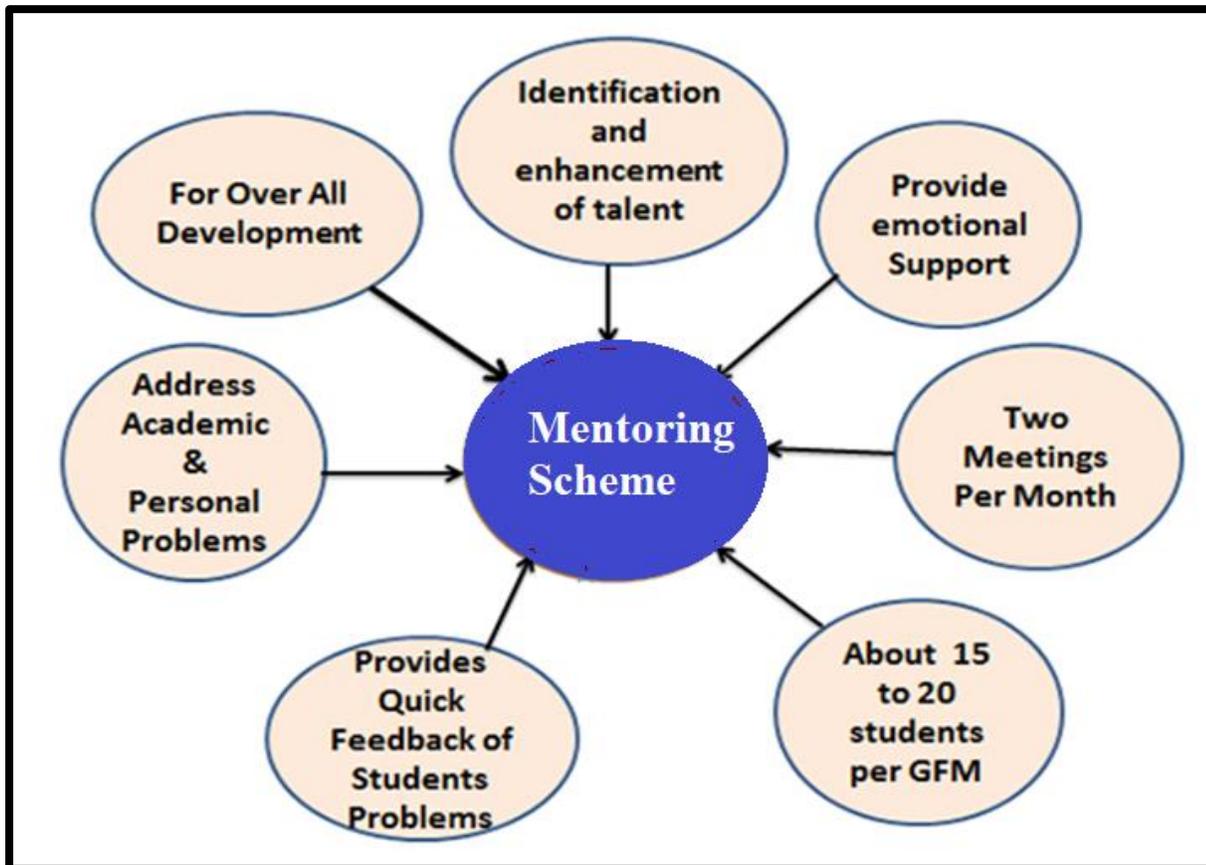
Students, who are receiving Scholarship/assistantship from other external funding agencies, are not considered under this scholarship scheme.

## MENTORING SCHEME



Mentoring is to provide guidance, support and encouragement to the students. Mentoring has been defined in many ways but it is a system of structured guidance whereby faculty shares knowledge, skills and experiences to help students to their lives and careers. In other words, mentoring allows the mentee to explore novel ideas in confidence. It is a chance to analyse more closely on a student's issues, opportunities and ambitions.

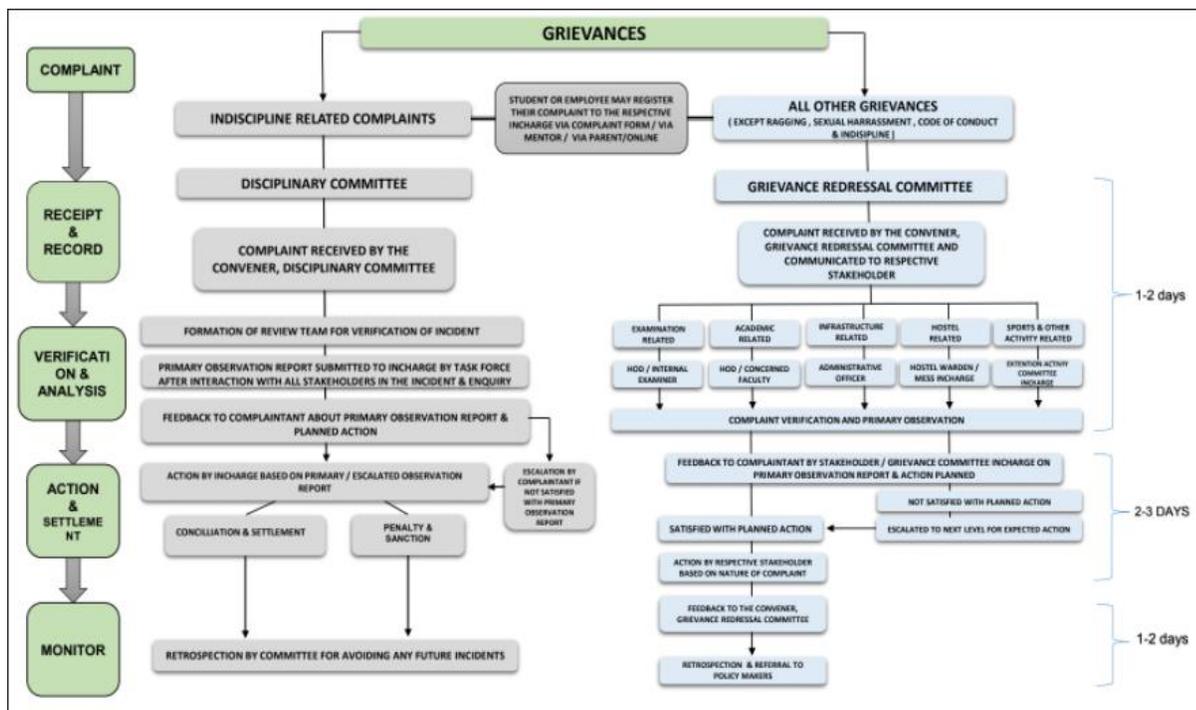
At NiT, the departments strongly follow the structure of the mentoring system shown in the figure above. The mentee will be highly benefited from the mentoring system.



The Figure above shows the benefits of the mentoring Scheme for the students. However, if any issue of the mentee is not solved at this level, the mentee can report to the head of the department to the Registrar of the Institute and the Principal of the Institute eventually.

# GRIEVANCE REDRESSAL CELL

A Grievance is any discontent or dissatisfaction, whether expressed or not, whether valid or not, arising out of anything connected with the Institute that a student thinks, believes, or even feels, is unfair, unjust or inequitable. The objective of the mechanism is to Link with a well-defined Disciplinary System to make it acceptable to all.

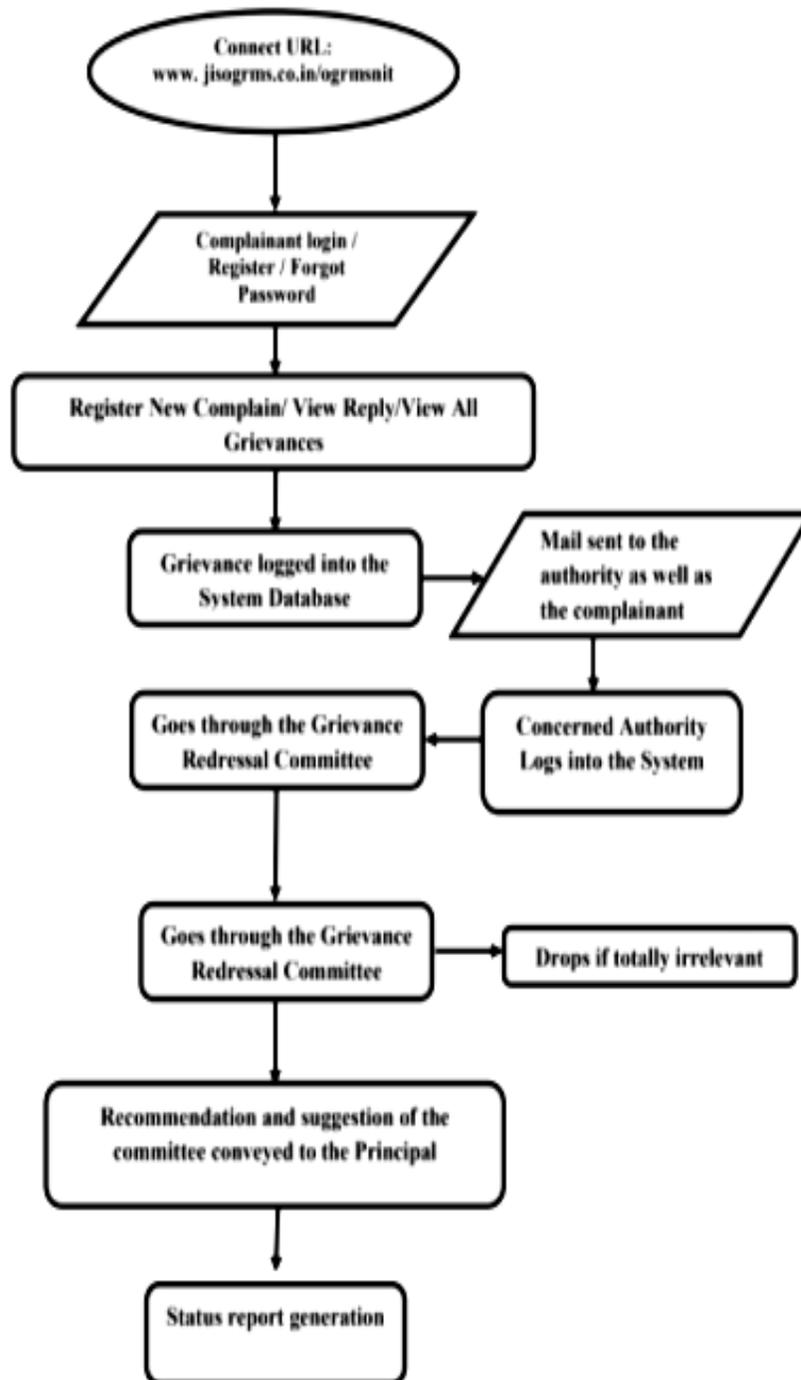


## Method:

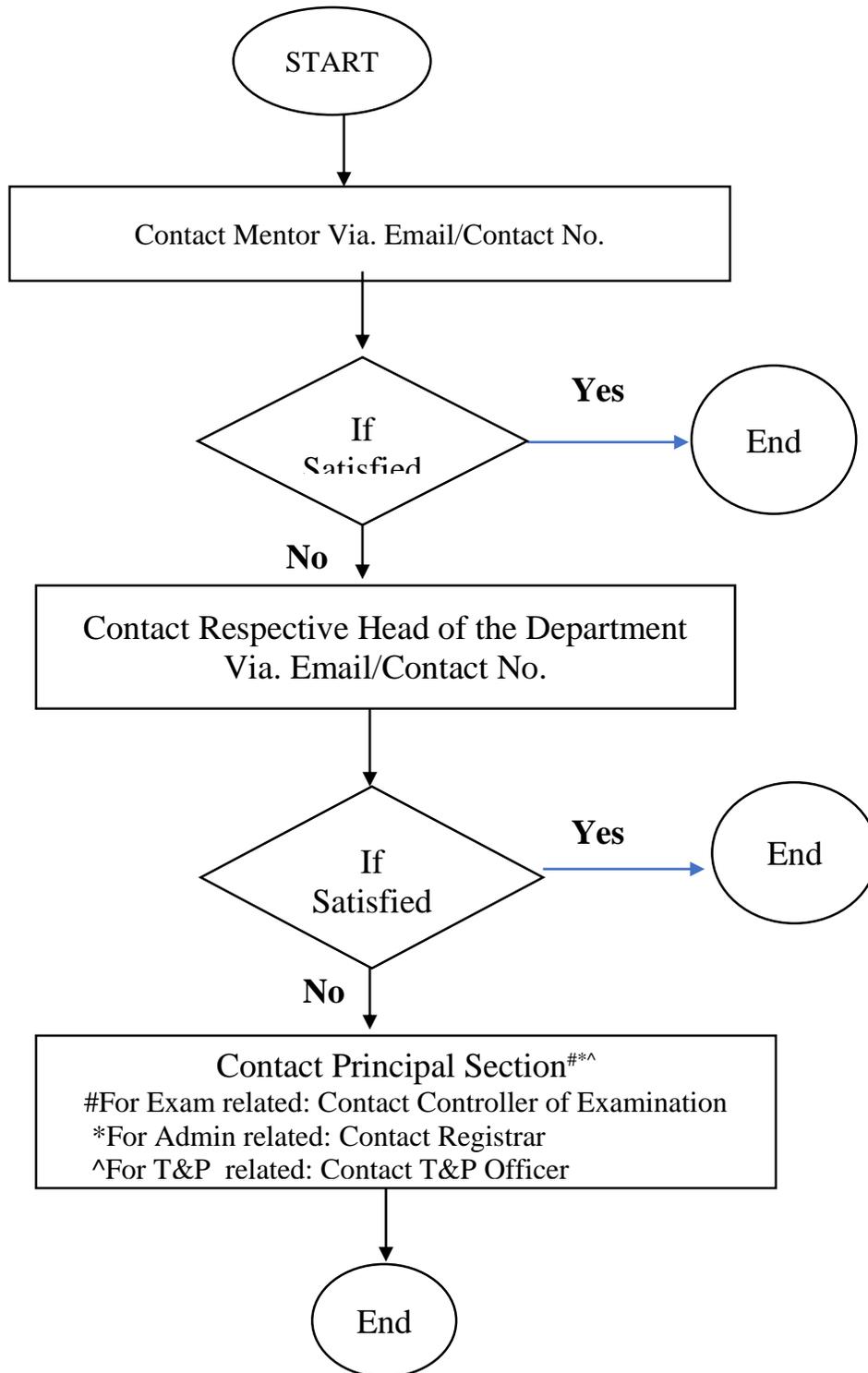
- ✓ General invitations to students informally drop in the reception area informally over their grievance. Students can also drop their anonymous complaints.
- ✓ They may even present the grievance through the official contact numbers of the institution.
- ✓ Through mentor and other feedback schemes, the opinion surveys may be conducted for better understanding.
- ✓ Through separate emails to HOD, Registrar, Principal or to the Top Management directly.
- ✓ A fully working online grievance redressal management system is available on the institute website.

Link: <http://jisogrms.co.in/ogrmsnit/>

Process Flow Diagram for Online Grievance Redressal Management System of Narula Institute of Technology



For any enquiry or informing about any problems/issues within the campus, the process to be followed is shown in the diagram below:



## CODE OF CONDUCT FOR STUDENTS

In order to maintain a good academic environment, students also have a responsibility to maintain a high standard of behaviour. A student shall have to conform to a high standard of discipline and conduct himself within and outside Narula Institute of Technology (NiT) in a manner befitting the student of an institution of National importance. He shall have seriousness of purpose and shall, in every way, train himself to lead a life of earnest endeavour and cooperation.

Narula Institute of Technology (NIT) wishes to instil virtues of cleanliness, cooperation, honesty, integrity and sense of responsibility among the students, inside the Institute as well as outside. All NiT students are expected to read, understand and follow the Student Code of Conduct. Students should also be aware that not following the Student Code of Conduct could lead to disciplinary consequences such as suspension from Institute, imposing of fine and/ or exclusion from the Institute.

1. Students are expected to maintain the highest standards of discipline and dignified manner of behaviour inside as well as outside the College campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College.
2. A five day working schedule from Monday to Friday is followed. Classes are scheduled from 10.00 a.m. to 5.30 p.m. Students should enter the campus in time. Maximum grace of 15 minutes will be allowed. Early departure can be allowed before the end of the academic classes only after obtaining prior approval from HOD.
3. It is imperative that the student attends the Institute from the day of opening to the last day of each semester during the academic year.
4. Students must be regular in attendance for theory and practical classes. In case the attendance falls short of 75% for each, theory and practical, students will not be allowed to sit for examination.
5. Students must maintain punctuality while attending all the theory and practical classes.

6. Students must put-on a college I-Card on every day without fail and attend the college in full college uniform failing which they will not be allowed entry in the college.
7. Students should specially note that if the student fails to complete the semester academic work regularly and to the entire satisfaction of the Head of the Department, his/her term will not be granted and will not be allowed to appear for the semester examination.
8. The student should note that he/she is responsible to the authorities of the Institute not only for his / her conduct in the premises of the Institute but also for his/her general behaviour outside.
9. Use of tobacco & alcohol, chewing of betel leaves and chewing gums etc. are strictly prohibited within the premises of the Institute.
10. Use of mobile phones in the classroom is banned. The mobile phones shall be kept in silent mode inside the Institute. Use of earphones is strictly prohibited inside the college premises.
11. Students are strictly forbidden from organizing or attending any unauthorised meeting in the Institute, or collecting money for any purpose without the prior written permission of the Principal.
12. Planned absence from classes and instigating the students to remain absent or to go on strike is a serious breach of discipline and may result in expulsion from the Institute.
13. Students are forbidden from organizing Groups, Unions or Associations based on caste, colour, creed, language, nationality or political ideology within the campus.
14. Any reported observed, objectionable conduct within or outside the premises of the Institute, will make him / her liable for strict disciplinary action.
15. Students should respect and be courteous towards the members of the faculty as well as all the employees of the Institute.
16. The Institute maintains absolute discipline and students violating this are liable for severe penalties including expulsion.
17. Students expelled on grounds of indiscipline will not be entitled to any certification or refund of fees and caution deposits.

18. Ragging of any sort is strictly prohibited. Students found guilty of this are liable for severe punishment including dismissal from the Institute / Hostel. The matter will be referred to the police, as the Government has declared ragging a criminal offence.
19. Any student found responsible for any damage to the Institute properties (fittings, furniture and equipment etc.) will be punished severely and the cost of damages along with the fine will be recovered from the students. The Institute reserves the right to expel such students.
20. No student shall take part in any anti-social or rebellious activities. No student shall be a member of any group, organization or association not connected with the Institute, without the prior written permission of the Principal.
21. Students should conduct themselves at all times in a fitting manner so as to bring credit to themselves and to the Institute.
22. Students should observe the safety regulations in the workshop and laboratories.
23. Students should take care of tools, apparatus or other equipment given to them and should preserve the cleanliness of the laboratories and the workshop.
24. Students should avail themselves of all opportunities to acquire engineering knowledge and skills during their period of study.
25. Any dress code violation noticed within the campus will attract a punishment and could initiate further disciplinary actions.
26. Students are expected to maintain silence in the academic buildings to maintain the decorum and any deviant behaviour such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline.
27. For independent study, students are expected to use the classrooms, library or the demarcated areas of the academic building and shall not resort to sitting in staircases or circulation areas where they could interfere with the free movement.
28. Access to academic buildings beyond the above timing and on holidays without written permission from the concerned HOD will be treated as a case of indiscipline.
29. Keep the campus neat and clean. Do not put any waste anywhere in the campus except in the waste baskets kept.

30. It is strongly advised to refrain from activities such as scribbling or noting on walls, doors or furniture which could deface the college and destroy the academic ambiance.
31. Students are not permitted to arrange any unauthorized celebrations and decorations of any magnitude in the campus.
32. Students are not permitted to distribute or display (both physically and electronically) material such as notices, banners etc. in the campus without the permission of the competent authority.
33. Students who intend to represent the college in intercollegiate events shall take prior permission from the concerned head of the department and the selection will be based on parameters such as academic performance, attendance, character, existing academic pressure and competence of the student in the proposed event for participation.
34. Students should strive hard and spare no effort to maintain peace in the campus. If a student gets proven in a case of gross misconduct such as violence, riots or disorderly behaviour, fraud, misappropriation of funds, immoral conduct directed on a fellow student or faculty or staff of Narula Institute of Technology (NiT), He will be subject to immediate expulsion from the Institute.
35. In matters of academic discipline, the decision of the Principal / Managing Trustee will be final.
36. Maintenance of COVID Protocol in the Campus.

## COMPANION APP USER GUIDE

### Login Screen

- To begin, use the Student ID provided by the college as both the username and the default password to log in. This will take you to your personal dashboard.



- Once you log in, you will see the dashboard. From here, you can check attendance, view lectures, submit assignments, and more.



## Understanding the Features

- **Virtual Labs:**

Provides study material, guides, and resources for practical experiments in your subjects.

- **Events:**

Know about upcoming college and department events.

- **Utility & Tool:**

Access helpful academic tools within the app.

- **Accession Taken Status:**

Shows your issued library books with issue date, return date, and schedule.

- **Online Payment:**

Pay your fees or dues online safely.

- **Title Search & Reserve:**

Find and reserve books in the college library.

- **Placement:**

Get information about campus placements and job opportunities.

- **Video Lecture:**

Watch your teacher's recorded lectures anytime.

- **Fees & Dues:**

Check if you have any pending payments or dues.

- **Learning Management System (LMS):**

The Attendance page shows how many classes you attended out of the total held. Example: 160/287 (56%) means you attended 160 out of 287 total classes. Tap on any date in the calendar to see which subjects you were present for on that day. This helps you stay aware of your class participation and avoid short attendance.

- **Handbook:**

Contains study material for different subjects, including notes, guides, and references.

- **Feedback:**

Share your feedback about teachers and their classes to help improve the learning experience.

- **Profile:**

View and update your personal details like name, email, mobile number, and more.

- **Logout:** Tap here to safely exit the LMS app.

## EXAMINATION SYSTEM AND REGULATIONS

A comprehensive digital infrastructure has been installed at NIT for automation of Examination Processes starting from Application Form to Distribution of Result from the Academic Year 2018-19. The summary of the online processes is given below.

1. Creation / Update of Database of Program Details according to Syllabus.
2. Online Registration of Students, Examiners and Head-Examiners.
3. Online Application, Attendance Approval and Finance Approval for Semester Examination.
4. Online Paper-setting with CO mapping and Answer Key, Online Moderation in dedicated Computer Lab and Question Paper printing secured with 128 bit PKI.
5. Digitization of Hard Copy answer scripts and online Evaluation System.
6. Online Result and printing of Grade Cards.

### Probable Schedule Examination Planning

UG Course (4 years):

Semester	Commencement of Course	1 <sup>st</sup> Slot Test	2 <sup>nd</sup> Slot Test	End semester Exam	Tentative Publication of Results
1	1 <sup>st</sup> wk. of August	2 <sup>nd</sup> wk. of September	3 <sup>rd</sup> wk. of November	1 <sup>st</sup> wk. December	1 <sup>st</sup> wk. February
2	1 <sup>st</sup> wk. of January	2 <sup>nd</sup> wk. of March	1 <sup>st</sup> wk. of May	3 <sup>rd</sup> wk. of May	End of July
3	1 <sup>st</sup> wk. of July	2 <sup>nd</sup> wk. of September	3 <sup>rd</sup> wk. of November	1 <sup>st</sup> wk. December	1 <sup>st</sup> wk. February
4	1 <sup>st</sup> wk. of January	2 <sup>nd</sup> wk. of March	1 <sup>st</sup> wk. of May	3 <sup>rd</sup> wk. of May	End of July
5	3 <sup>rd</sup> wk. of July	2 <sup>nd</sup> wk. of September	3 <sup>rd</sup> wk. of November	1 <sup>st</sup> wk. December	1 <sup>st</sup> wk. February
6	1 <sup>st</sup> wk. of January	2 <sup>nd</sup> wk. of March	1 <sup>st</sup> wk. of May	3 <sup>rd</sup> wk. of May	End of July
7	3 <sup>rd</sup> wk. of July	2 <sup>nd</sup> wk. of September	3 <sup>rd</sup> wk. of November	1 <sup>st</sup> wk. December	1 <sup>st</sup> wk. February
8	1 <sup>st</sup> wk. of January	2 <sup>nd</sup> wk. of March	1 <sup>st</sup> wk. of May	3 <sup>rd</sup> wk. of May	End of June

PG Course (2 years):

Semester	Commencement of Course	1 <sup>st</sup> Slot Test	2 <sup>nd</sup> Slot Test	End semester Exam	Tentative Publication of Results
1	1 <sup>st</sup> wk. of August	2 <sup>nd</sup> wk. of September	3 <sup>rd</sup> wk. of November	1 <sup>st</sup> wk. December	1 <sup>st</sup> wk. February
2	1 <sup>st</sup> wk. of January	2 <sup>nd</sup> wk. of March	1 <sup>st</sup> wk. of May	3 <sup>rd</sup> wk. of May	End of July
3	1 <sup>st</sup> wk. of July	2 <sup>nd</sup> wk. of September	3 <sup>rd</sup> wk. of November	1 <sup>st</sup> wk. December	1 <sup>st</sup> wk. February
4	1 <sup>st</sup> wk. of January	2 <sup>nd</sup> wk. of March	1 <sup>st</sup> wk. of May	3 <sup>rd</sup> wk. of May	End of July

### Rules of Examinations:

1. Each discipline of the B. Tech / M.Tech / MCA program consists of the following types of items:

- 1.1 Theory items
- 1.2 Practical items
- 1.3 Sessional items

2. The schedule of these items along with their credit points for each semester shall be as Section 6 below.

- 2.1. At the end of each semester, there shall be an examination (here-in-after called end-semester examination) conducted by the College as per program announced by the Controller of Examinations.
- 2.2. Back-paper Examinations, if any, shall be held with the normal end-semester examination.
- 2.3. There shall be no separate supplementary examination under normal condition for I/II-year B. Tech and MCA and M. Tech students. For the purpose of degree only supplementary examination for 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> semester for B. Tech & MCA students shall be held within one month of the publication of last even semester examination results.

### 3. Evaluation of course items:

The evaluation of course items listed in Section 5.1 shall be done as per the following guidelines:

#### 3.1. Theory Items: 100 percentage point/marks

Each item under this classification shall be evaluated on the basis of 100 percentage point/marks, sub-divided into the following 2 categories:

##### 3.1.1. End-Semester Examination: 70 points/marks

#### Operational Guidelines:

- 3.1.1.1. There shall be more than one internal and external Paper setter to be decided by the respective Board of Studies. The internal paper setters are necessarily the subject teachers engaged in teaching the subjects in the College. External Paper setters are to be chosen from outside the College who are engaged in academic and/or research activities in any academic/research Institute of repute, Government or Non-Government/Self-financing type. The Paper setters shall be appointed by the Controller of Examinations (COE).
- 3.1.1.2. There shall be a panel of external Moderators to be decided by the respective Board of Studies. One Moderator shall be selected from this panel and appointed by the Controller of Examinations for each subject.
- 3.1.1.3. Examiners shall be appointed from both internal faculties engaged in teaching the respective subjects and external faculty engaged in academic and/or research activities in any academic/research Institute of repute, Government or Non-Government/Self-financing type. Internal faculty engaged in teaching the respective subjects shall be appointed as Head Examiner for checking, scrutinizing and re-evaluating answer scripts of each theory subject.
- 3.1.1.4. Checking/Evaluation of scripts shall be completed and award list shall be submitted within a reasonable time as stipulated by the COE after the completion of examination to the Controller of Examinations.
- 3.1.1.5. The entire evaluation work and subsequent encoding/decoding and tabulation work shall be completed within a reasonable time after the completion of the examination as decided by the Controller of Examinations.
- 3.1.1.6. The remuneration of Paper Setters, Moderators, Examiners and Head Examiners shall be proposed by the Finance Committee and approved by the Academic Council.

### 3.1.2. Slot tests/Class tests/Assignments/attendance: **30 points/marks regarded as *Internal Assessment***

#### Operational Guidelines:

#### 3.1.2.1. 30 marks are distributed as follows:

Internal Tests: 15 marks

Assignment & Quiz: 10 marks

Attendance: 5 marks

3.1.2.2. The 1st Slot Test examination shall be centrally conducted by the Examination Section. The Second Slot Test examination shall be coordinated by respective departments and conducted in regular class periods.

3.1.2.3. The Controller of Examinations shall ordinarily set the Slot Tests examination schedule and announce examination dates as per academic calendar of the college.

3.1.2.4. Slot Test examination scripts shall be checked / evaluated by the subject teacher and duly filled-up marks slips shall be submitted to the Controller's office well before the commencement of End-semester examinations. The answer scripts of the Slot Tests conducted for two semesters shall be kept as records by the course teachers.

3.1.2.5. The Class Tests & Quiz shall be conducted by course teachers. A minimum of one Class Test per course module as per syllabus shall be conducted by the course teacher. Quiz shall be conducted for every lecture as per Lesson Plan. A minimum of one assignment per course module shall be assigned by course teachers.

3.1.2.6. Tutorial periods shall be used by course teachers for Continuous Evaluation.

3.1.2.7. Assignments are to be given in all of the following forms

(Each form develops unique skills within the students):

1. Problem Solving—Numeric and conceptual

2. Term paper – A systematic report on a topic to be submitted under the guidance of faculty members after doing necessary exploration of knowledge on the topic.

3. Mini project – A small project on the topic or problem assigned by the teacher and covered by the course being taught. The duration of the project must not be more than one month.

4. Presentation & Seminar – The student will prepare a PPT on a topic relevant to the course and present with PPT for 10 minutes under the guidance of the course teacher.

### 3.2. **Practical Items: 100 percentage point/marks**

Every item in this category shall be evaluated out of 100 percentage points, divided under two broad categories as detailed below:

#### 3.2.1. End-Semester Examination: **60 points/marks (20+40)**

#### **Operational Guidelines:**

- 3.2.1.1. There shall be a Viva-voce examination in each Laboratory item, essentially in presence of an External Examiner, to be nominated by the respective Board of Studies.
- 3.2.1.2. The course teacher/internal examiner shall assist the External Examiner during such Viva-voce examination. The assessment of student performance in viva-voce shall be done in consultation with the external examiner. (20 Marks)
- 3.2.1.3. The course teacher shall randomly assign experiments to be conducted by groups of students during the laboratory examination (one experiment by a group of not more than 4 students). The assessment of the student performance for experiment shall be done in consultation with the external examiner. (40 Marks)
- 3.2.2. Laboratory and Sessional: **40 points/marks**

#### **Operational Guidelines:**

- 3.2.2.1. The course teacher(s) shall be the sole authority for finalizing the award under this item.
- 3.2.2.2. The course teacher shall assess the students on the basis of Attendance & Regularity, Preparedness for Conduct of Experiment, Initiative to Learn / Interact and presentation of Laboratory Report, its Regularity in Submission and Conduct etc.
- 3.2.2.3. Continuous Evaluation sheet shall be maintained for each student in each laboratory class.
- 3.2.2.4. The course teacher shall finalize the award (out of 40 marks) before the End-semester Examination based on the Continuous Evaluation sheets for each student and submit the same under scaled cover to the Controller of Examinations.

### 3.3. **Assessment of Online courses, Internships, Employability Skills & Projects (Sessional Items): 100 percentage point/marks.**

Explanation / Operational Guidelines:

Sessional items are those where the formal Institutional contact hours are not specified, (viz. Online courses, Internships, Co-curricular/Extra-curricular activities etc.), or there are no formal End-semester examinations of the written kind, (viz. Comprehensive Viva-voce, Seminar, Industrial Visits, etc.). For all items under these categories, the evaluation shall be done in presence of at least one External Expert of the relevant field, as nominated by the respective Board of Studies.

The norms for assessment for sessional items may vary from item to item. A broad guideline is appended below:

- 3.3.1. For items which are conducted outside the Institution viz. Practical Training, Co-curricular/Extra-curricular activities, Industrial visits, if any, etc. – assessment may be made on the basis of Item Supervisor’s assessment, Report submitted by the student if any, Participation and Attendance and Viva-voce examination conducted by the concerned teacher/supervisor and an External Examiner selected from a panel nominated by the respective Board of Studies.
- 3.3.2. Items conducted in the Department/Institution/College viz. Projects, Mini Projects, seminar, comprehensive Viva-voce – may be evaluated by as many faculties as possible of the Department including the Head of the Department and preferably in presence of an External Expert, based on Participation and Attendance in the Project work, Performance in online courses completed, Presentation and Content of the Seminar presented, Capability to Address the Questions by Participants.

The award list for this item shall be finalized by the members of Faculty and the External Examiners and the Head of the Department shall forward the statement of such marks in sealed cover to the Controller of Examinations.

## 4. Grading System and Declaration of Result:

### 4.1. The Grading System:

#### Rules Governing the Grading System and Declaration of Results:

4.1.1. A seven-point Grading System on a base of 10 shall be followed in the University. Categorization of these grades and their correlation shall be as under:

Qualification	Grade	Score on 100 Percentage Points	Point
Outstanding	'O'	100 to 90	10
Excellent	'E'	89 to 80	9
Very Good	'A'	79 to 70	8
Good	'B'	69 to 60	7
Fair	'C'	59 to 50	6
Below Average	'D'	49 to 40	5
Failed	'F'	Below 40	2

4.1.2. A transitory letter grades I (carrying points 2) shall be introduced for cases where the candidate fails to appear in End Semester Examination(s) and where the results are incomplete. This grade shall automatically be converted into appropriate grade(s) as and when the results are complete.

4.1.3. No student shall be allowed to receive/complete the final degree with any 'I' or 'F' grade.

4.1.4. There shall be no class/division awarded to a student either at semester or degree level.

4.1.5. The college shall declare the DGPA of a student on the final semester grade sheet/card. The DGPA is defined as under:

4.1.5.1. A student's level of competence shall be recognized by a GRADE POINT AVERAGE to be specified as:

SGPA – Semester Grade Point Average

YGPA – Yearly Grade Point Average

DGPA – Degree Grade Point Average

#### 4.1.5.2. Definition of items:

4.1.5.2.1. POINT – Integer qualifying each letter grade.

4.1.5.2.2. CREDIT – Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the course structure and detailed syllabus.

4.1.5.2.3. CREDIT POINT = (7.1.5.2.1) × (7.1.5.2.2) or (POINT) × (CREDIT)

4.1.5.2.4. CREDIT INDEX =  $\sum$  Credit Point of course items in a semester.

4.1.5.2.5. GRADE POINT AVERAGE =

$$\frac{\text{Credit Index}}{\sum \text{Credits}}$$

But, it is always qualified by the specified period reference, as detailed below:

#### SEMESTER GRADE POINT AVERAGE (SGPA)

$$= \frac{\text{Credit Index}}{\sum \text{Credit}}$$

#### YEARLY GRADE POINT AVERAGE (YGPA)

$$= \frac{\text{Credit Index of Odd Sem} + \text{Credit Index of Even Sem}}{\sum \text{Credit of Odd Sem} + \sum \text{Credit of Even Sem}} \text{ for an academic year.}$$

#### CUMULATIVE GRADE POINT AVERAGE (CGPA)

$$= \frac{\sum_{i=1}^{i=n} \text{Credit Index of } i\text{-th Semester}}{\sum_{i=1}^{i=n} \text{Credit of } i\text{-th Semester}}, \text{ where}$$

n=8 for 4 years program,  
n=6 for 3 years program,  
n=4 for 2 years program.

## DEGREE GRADE POINT AVERAGE (DGPA)

For 4 Years Degree Course

$$= \frac{YGPA1 + YGPA2 + 1.5 * YGPA3 + 1.5 * YGPA4}{5}$$

For Lateral Entry Students

$$= \frac{YGPA2 + 1.5 * YGPA3 + 1.5 * YGPA4}{4}$$

For 3 Years Degree Course

$$= \frac{YGPA1 + YGPA2 + YGPA3}{3}$$

For 2 Years Degree Course

$$= \frac{YGPA1 + YGPA2}{2}$$

- 4.2. In order to pass the B.Tech/M.Tech/MCA program, a candidate must obtain at least D grades in each of the Theory, Practical and Sessional items and a DGPA of 6.0 within a period of 7 academic years from the date of admission to the program.

## 5. Conduct of End Semester Examination

- 5.1. COE shall notify the dates of examination form fill-up normally a week in advance. The examination form fill-up shall be completed one week before the conduct of the examinations.
- 5.2. The process of examination form fill-up by students shall be through an online system as far as practicable. The Accounts section shall approve the eligibility of students based on semester fee clearance. HODs shall approve the eligibility of students based on attendance and disciplinary actions.
- 5.3. The fees for the examination form fill-up shall be proposed by the Finance Committee and approved by the Academic Council.
- 5.4. COE shall be responsible for smooth and proper conduct of examination in the Institute.

## 6. Central Assessment

- 6.1. Assessment of answer scripts of semester end examination shall be done in a central online system by internal as well as external examiners.
- 6.2. Answer key shall be prepared by Paper Setters / Head Examiners for all subjects and uploaded in the online system as far as practicable.
- 6.3. Step-wise marks shall be awarded for each solved question.
- 6.4. The evaluator shall put only tick / cross marks in the answer script. He/She shall place the marks for answers in specified spaces provided in the online evaluation system. He shall put any comments / feedback on the answer script in the specified box for the purpose.
- 6.5. He / She shall put a signature with his / her name in a separate marked foil printed from the online evaluation system.

## 7. Semester End Examination Result

Results will usually be declared after one month from the date of the last examination. After all grievances are addressed, the final result will be declared by the COE office. YGPA shall be indicated on the even semester grade card/sheet.

## 8. Post Publication Scrutiny (PPS)

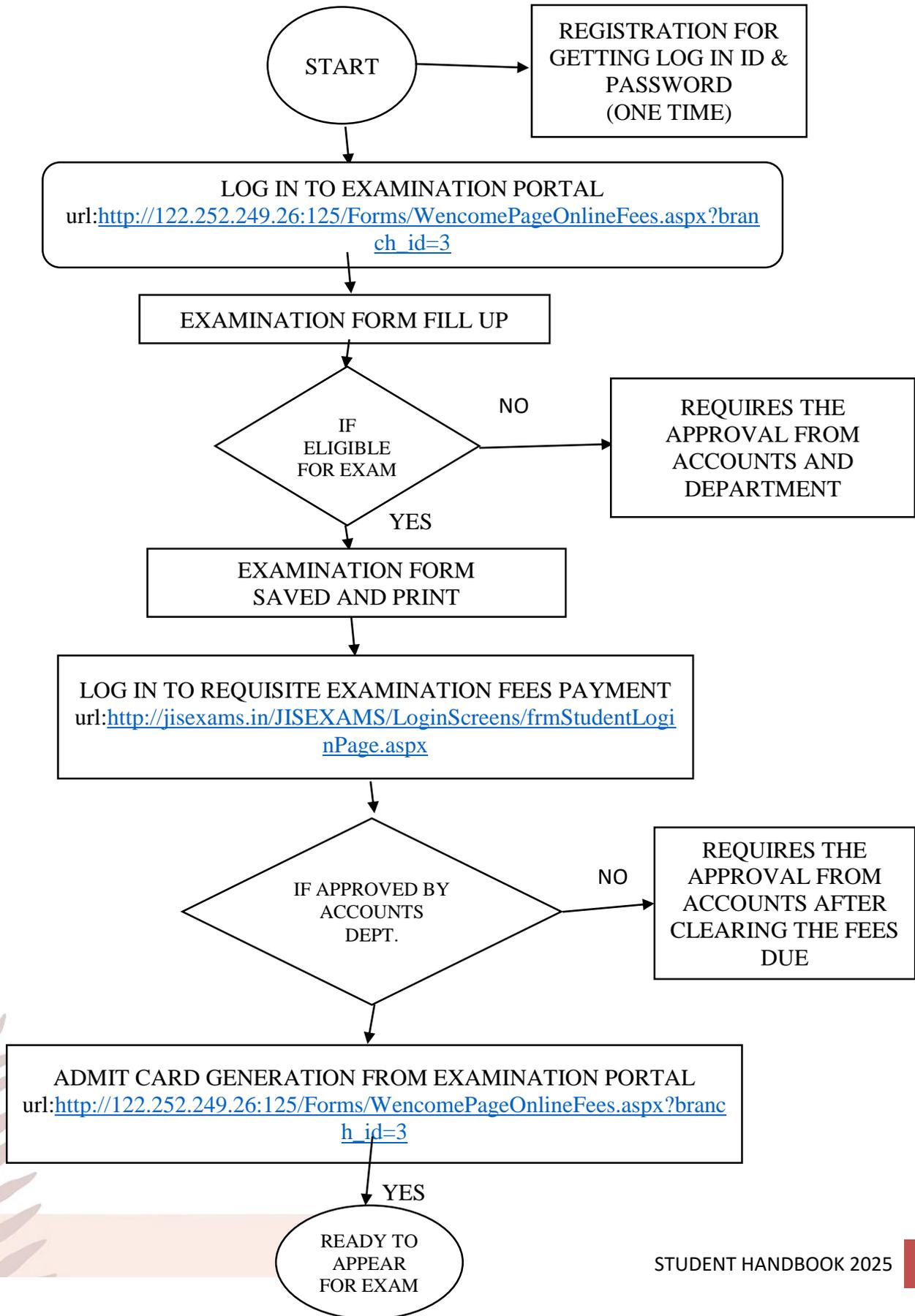
If a student is aggrieved by the marks declared, he/she may apply for scrutiny and recounting of marks in the answer book by paying prescribed fee.

1. Scrutiniser shall see that the examiner attempted the questions considering the internal choice and shall check whether the marks given by the evaluator are as per the marks allotted to the questions.
2. Scrutiniser shall see all questions and sub questions are valued and awarded marks.
3. Scrutiniser shall report to COE in case of any discrepancy, and COE shall get it corrected.

## 9. Post Publication Review (PPR)

If a student is aggrieved by the marks declared, he/she may apply for the revaluation of the answer book by paying a prescribed fee. All the cases of revaluation where the change in marks occur, they should get corrected.

Process Diagram to be followed for Exam Form Fill-up of Semester Examination



## NATIONAL AND INTERNATIONAL COLLABORATIONS

### ❖ National Collaboration with Institution of Electronics and Telecommunication Engineers (IETE)

The Institution of Electronics and Telecommunication Engineers (IETE) is India's leading recognized professional society devoted to the advancement of Science and Technology of Electronics, Telecommunication & IT, founded in 1953. The IETE Students' Forum of NIT has been set up with 52 student members from ECE dept through the involvement of faculty members of the department. The IETE Centre, Kolkata region provided support and coordination in the establishment of the forum.

The department of Electronics and Communication Engineering has a collaboration with ISF to give a platform for the student members to exchange ideas by organizing/participating in technical programs and activities. They would get the benefit for technical visits / practical training / project work in R&D laboratories/ industries that increases their spirit of self-reliance and professionalism.

### ❖ National Collaboration with Jadavpur University

Narula Institute of Technology is pleased to sign an AGREEMENT with the IC Design and Fabrication Centre under the Department of Electronics & Tele-Communication Engineering of JADAVPUR UNIVERSITY in December 2019 Kolkata.

Prof. Subir Kumar Sarkar of ETCE Department, Jadavpur University and Registrar, JU represented Jadavpur University for signing the MOU while NIT was represented by Prof. (Dr.) M. R Kanjilal and HOD, ECE Dept, Dr. Saradindu Panda.

The key focus of the AGREEMENT is towards collaborative exchanges of knowledge, Certification Course on training of present and future batches of students of NIT for contributing positively in the national talent pool, exchange of ideas, networks and resources between Jadavpur University and NIT.



### ❖ National Collaboration with National Highway Authority of India

A MOU has been signed between National Highway Authority of India and Narula Institute of Technology on 26/11/2020

NiT adopted a stretch between Dankuni and Palsit of NHS as a voluntary initiative under ambit of Institutional Social Responsibilities (ISR), Energy Audit, Green Audit & Environmental Audit have been carried out in the Institute in the Month of January-February, 2021. ISO 9001- 2015 certification has been done in March 2021.



### ❖ NIT signs MOU with GAPCRUD PRIVATE LIMITED

Narula Institute of Technology has signed an MOU with Gapcrud Private Limited on 25th February, 2022 at NIT to develop industry institute association, industry oriented projects, internship and workshops on Emerging technologies. Mr. Atanu Roy Chowdhury, Director, GPL acted as the signatory for Gapcrud Private Limited and Prof.

(Dr.) Maitreyi Ray Kanjilal, Principal-NIT acted as the signatory for Narula Institute of Technology.



### ❖ International Collaboration:

#### **NiT Participated in the JIS Student Exchange Program held in Hanoi, Vietnam**

Students from Narula Institute of Technology recently participated in the JIS Student Exchange Program held in Hanoi, Vietnam, from 15th June to 1st July 2025. Hosted by Hanoi University of Industry, the program began with a vibrant cultural showcase featuring traditional Vietnamese dance, music, and art.

Technical sessions on the Internet of Things (IoT) and Machine Learning began from the second day, accompanied by hands-on lab activities that offered deep experiential learning. A major highlight was the ICPC-style Coding Competition, where students from Narula Institute of Technology achieved an impressive feat by securing all the top three positions:

- 1st Place – Arkanil Karchaudhuri, 3rd Year AIML
- 2nd Place – Ananya Dey (3rd Year CSE) and Anuska Mridha (3rd Year AIML)
- 3rd Place – Debashish Guha (3rd Year AIML) and Arnab Dey (3rd Year CSE)

The exchange program also offered enriching cultural immersion through local sightseeing, a panoramic city bus tour of Hanoi, and a scenic cruise in Ha Long Bay—making it a truly transformative global learning experience.



### ❖ NiT signed a Memorandum of Understanding (MoU) with Daffodil International University, Bangladesh

On 9th May 2024, JIS Group Educational Initiatives signed a Memorandum of Understanding (MoU) with Daffodil International University, Bangladesh, marking a significant step toward international academic collaboration. The MoU encompasses all institutions under JIS Group, including Narula Institute of Technology, and aims to enhance opportunities for global learning and knowledge sharing. The scope of agreement includes student and faculty exchange programs, joint seminars and conferences, collaborative research and publications, consultancy projects, access to digital libraries and hubs, and other academic partnerships. This collaboration strengthens the vision of providing students and faculty with international exposure, cross-cultural learning, and enriched academic growth.

### ❖ NiT signed a Memorandum of Understanding (MoU) with Hasanuddin University, Indonesia

On 26th April 2024, JIS Group Educational Initiatives entered into a Memorandum of Understanding (MoU) with Hasanuddin University, Indonesia, to foster stronger global academic partnerships. Covering all institutions under JIS Group, including Narula Institute of Technology, this MoU extends opportunities for international learning, research, and cultural exchange. The scope of agreement includes student and faculty exchange programs, joint seminars and conferences, collaborative research and publications, consultancy projects, access to digital libraries and hubs, as well as dual degree and joint degree programmes. This partnership aims to provide students and faculty with global academic credentials, enhanced research exposure, and pathways for professional excellence.

### ❖ The Centre of Excellence Laboratory by BOSCH and REXROTH



### ❖ Blue-Star lab

The grand opening of the Blue Star "Centre of Excellence"- Industry Sponsored Lab was inaugurated at Narula Institute of Technology on 9th February, 2024. This event highlighted a joint effort between academia and industry to enhance practical learning experiences in HVAC systems.

Distinguished guests from Blue Star Mr. Michael Angre – V.P. Central Plant Service Dept, Mr. Sanjeev Rastogi – G.M. & Sr. Lead Specialist All India Head of Service Specialist Group, Mr. Palani E – DGM & Lead Specialist of VRF Product & Mr. Srinivasa Rao M – DGM & Regional Head Eastern Region Central Plant Service Dept. graced the ceremony, emphasizing the initiative's importance.



### ❖ Apple Lab

Narula Institute of Technology has unveiled a state-of-the-art computer lab, with Apple desktops, offering students access to advanced technology and industry-standard tools. The lab aims to bridge the gap between academic learning and real-world applications, preparing students for careers in creative fields.

With Apple computers, students can work with tools like Final Cut Pro for video editing, Xcode for app development, and Logic Pro for music production, enhancing their skills for industries such as graphic design, video production, music, and software development.



## CLUBS @ NIT

There is an active student council in the institute. The different **Clubs** under the **Student's Life Centre** is formed after the commencement of the academic year. The registrations to the clubs are done online and the portfolios are nominated by the college authority. The primary aim of the constitution of such a council is to develop leadership qualities and make the students socially responsible. The activities related to various technological and non-technological oriented projects help to enhance their hidden talent and creativity which are exposed through different clubs.

The Clubs with faculty in charge with their contact details are as follows:

No.	Club	Mentor / Club In-Charge
1	Science and Technology	Dr. Basari Deb Majumdar
2	Mathematics	Dr. Shilpi Pal
3	Literary and Speaking	Mrs. Sharmistha Basu
4	Art and Designing	Mrs. Dipu Mistry
5	Coding	Dr. Sambhunath Saha
6	Robotics	Mr. Kaushik Sarkar
7	Music	Mrs. Swati Barui
8	Dance	Mrs. Moupali Roy
9	Drama	Mrs. Sagarika Chowdhury
10	Environment	Dr. Sarbani Ganguly
11	Sports	Mr. Kalyan Sinha Roy
12	Photography	Mr. Subhendu Banerjee

Various activities are initiated by the above mentioned clubs, some of the activities that are initiated are mentioned below:

1. Workshops & Seminars
2. Annual Sports
3. Publication of magazine
4. Intra and Inter college academic competitions
5. Debates & Quizzes
6. Exhibitions
7. Industry Visits
8. Campus Beautification Program
9. Social Service
10. Intra and Inter college non-academic competitions

The Student Clubs inculcates strong values to its student body. They are highlighted below:

6. Wishes to enhance the quality of life for students by promoting a safe, secure and environmentally conscious campus.
7. NiT strives for innovation and continuous improvement in all that we do to increase the level of service offered to students.
8. Wants protection of intellectual freedom and an environment conducive to student discussion on all issues.

# ANNUAL CULTURAL AND SPORTS ACTIVITIES

NiT organizes many cultural and sports activities throughout the year. Some of the grand cultural and sports events are as listed:

## A. List of Cultural Events:

Sl No.	Tentative date/month	Event Name
1	May-June	Farewell Program "BIDDING ADIEU"
2	15 <sup>th</sup> Aug	Independence Day Celebration
3	17 <sup>th</sup> Aug	NiT Foundation Day Celebration
4	5 <sup>th</sup> Sept	Teachers Day Celebration
5	September	Freshers Welcome, Parichay 2k25
6	23 <sup>rd</sup> December	Alumni Meet named as "Nostalgia"
7	24 <sup>th</sup> December	Pre-Christmas Celebration
8	February	Inter School Winter Carnival named ECSTASY
9	February	The Tech-Fest : KRITANJ
10	March	The Cultural Fest: NAVODAYA

**B. List of Sports Events:**

<b>Sl No.</b>	<b>Tentative date/month</b>	<b>Event Name</b>
<b>1</b>	January	Winter Camp Rock Climbing
<b>2</b>	21 <sup>st</sup> June	International Yoga Day
<b>3</b>	February	Annual Sports Meet

However, there are many other small cultural/sports events organized at departmental levels in the institution.

## DIRECTORY OF NIT

Sectional Heads	Name with Addresses	Contact no. and emails	Purpose
Principal	<p>Prof (Dr). Soumen Banerjee</p> <p><b>Address:</b></p> <p>81, Nilgunj Road, Agarpara, Kolkata-700109, West Bengal</p> <p><b>PA to Principal:</b></p> <p>Ms. Shree Roy</p>	<p><b>Email:</b></p> <p><a href="mailto:principal_nit@jisgroup.org">principal_nit@jisgroup.org</a></p> <p><b>Email:</b></p> <p>pa_principal.nit@jisgroup.org</p>	To Contact Principal Section
Registrar	Ms. Nidhi Singh	<b>Email:</b> <a href="mailto:nidhi.singh@jisgroup.org">nidhi.singh@jisgroup.org</a>	
Executive Administration	Ms. Punita Gaba	<b>Email:</b> <a href="mailto:executive_admin.nit@jisgroup.org">executive_admin.nit@jisgroup.org</a>	
Admission	Mr. Subham Mal Mr. Kalyan Singha Roy	<b>Email:</b> <a href="mailto:admission@nit.ac.in">admission@nit.ac.in</a>	For Enquiry related to admission
Accounts	Mr. Debasish Das	<b>Email:</b> <a href="mailto:accounts.nit@jisgroup.org">accounts.nit@jisgroup.org</a>	For Enquiry related to accounts

Library	Ms. Priyanka Bhattacharjee	Email: <a href="mailto:library@nit.ac.in">library@nit.ac.in</a>	For Enquiry related to Issue of books
Controller of Examination	Prof. (Dr) B. K. Medya  <b>Assistant Controllers:</b> Mr. Soumen Ghosh  Mrs. Priyanjali Mukherjee	Email: <a href="mailto:coe_nit@jisgroup.org">coe_nit@jisgroup.org</a>  Email: <a href="mailto:assistantcontroller_nit@jisgroup.org">assistantcontroller_nit@jisgroup.org</a>  Email: <a href="mailto:priyanjali.mukherjee@nit.ac.in">priyanjali.mukherjee@nit.ac.in</a>	For Enquiry related to examination
Computer Science and Engineering	Dr. Subhram Das	Email: <a href="mailto:head_cse.nit@jisgroup.org">head_cse.nit@jisgroup.org</a>	For Enquiry related to CSE Departmental activities.
Computer Science and Technology	Dr Koushik Karmakar	Email: <a href="mailto:head_cst.nit@jisgroup.org">head_cst.nit@jisgroup.org</a>	For Enquiry related to CSE Departmental activities.
Computer Science (Artificial Intelligence & Machine Learning)	Dr. Sagarika Chowdhury	Email: <a href="mailto:head_aiml.nit@jisgroup.org">head_aiml.nit@jisgroup.org</a>	For Enquiry related to CSE Departmental activities.
Computer Science & Business System	:Prof. Jayanta Pal	Email: <a href="mailto:head_csbs.nit@jisgroup.org">head_csbs.nit@jisgroup.org</a>	For Enquiry related to CSE

			Departmental activities.
Computer Science (Data Science)	Dr. Chandrima Chakrabarti	Email: <b>chandrima.chakrabarti@nit.ac.in</b>	For Enquiry related to CSE Departmental activities.
Electronics and Communication Engineering	Dr. Koushik Sarkar	Email: <a href="mailto:head_ece.nit@jisgroup.org">head_ece.nit@jisgroup.org</a>	For Enquiry related to ECE Departmental activities.
Information Technology	Dr. Suchismita Maiti	Email: <a href="mailto:head_it.nit@jisgroup.org">head_it.nit@jisgroup.org</a>	For Enquiry related to IT Departmental activities.
Electrical Engineering	Dr. Bansari Deb Majumder	Email: <a href="mailto:head_ee.nit@jisgroup.org">head_ee.nit@jisgroup.org</a>	For Enquiry related to EE Departmental activities.
Civil Engineering	Dr. Abhishek Hazra	Email: <a href="mailto:head_ce.nit@jisgroup.org">head_ce.nit@jisgroup.org</a>	For Enquiry related to CE Departmental activities.
Mechanical Engineering	Prof. (Dr.) Sumit Chabri	Email: <a href="mailto:head_me.nit@jisgroup.org">head_me.nit@jisgroup.org</a>	For Enquiry related to ME Departmental activities.

Electronics and Computer Engineering	Ms. Sanghamitra Layek,	Email: <a href="mailto:head_ecs.nit@jisgroup.org">head_ecs.nit@jisgroup.org</a>	For Enquiry related to ECS Departmental activities.
Basic Science and Humanities	Dr. Sarbani Ganguly	Email: <a href="mailto:head_bs&amp;hu.nit@jisgroup.org">head_bs&amp;hu.nit@jisgroup.org</a>	For Enquiry related to BS&HU Departmental activities.
In-charge of Hostels	Mr. Ratan Das	Email: <a href="mailto:rkd.ratan@gmail.com">rkd.ratan@gmail.com</a>	For Enquiry related to hostel
Diploma In-Charge	Mr. Sudhangshu Sarkar <b>Sectional Co-ordinator</b>  For ETCE Prof. Soumen Pal  For EE Prof. Dipu Mistry  For CE Prof. Rajkumar Bannerjee  For ME Mr. Bhola Guha	Email: <a href="mailto:incharge_diploma.nit@jisgroup.org">incharge_diploma.nit@jisgroup.org</a>  Email: <a href="mailto:soumen.pal@nit.ac.in">soumen.pal@nit.ac.in</a>  Email: <a href="mailto:dipu.mistry@nit.ac.in">dipu.mistry@nit.ac.in</a>  Email: <a href="mailto:ban.rajkumar@nit.ac.in">ban.rajkumar@nit.ac.in</a>  Email: <a href="mailto:rose.guha@gmail.com">rose.guha@gmail.com</a>	For Enquiry related to Diploma Courses.

# GLIMPSES OF EVENT

## 1. NAVODAYA 2K24-The Annual Cultural Fest

Narula Institute of Technology's cultural extravaganza, Navodaya 2025, was an unforgettable celebration of music, energy, and talent. The fest witnessed a series of show-stopping performances that left the audience in awe.



## 2. KRITANJ 2024 -The Annual Tech - Fest



Apart from yearly annual fests, Narula Institute of Technology organizes and participates in a plethora of events starting from seasonal festivals like 'Holi' (the festival of colours) and 'Christmas' to patriotic days like Independence day and Republic day. The patriotic fervour that runs in the blood of every Indian is celebrated with reverence and enthusiasm.

NiT firmly believes in the notion of Academic, Cultural and Sports Brilliance for the holistic development of every student, hence encouraging them to participate in different events. The institute's sprawling campus and zealous students makes an ideal crowd for movie promotions. Growth of an individual encompasses multi directions ranging from education to co-curricular activities to the knowledge of industry and marketing, management of the self. The college auditorium witness's various programs that fit right into this notion as the students gather knowledge on entrepreneurship, business pitch, LinkedIn profile creation (digital professional presence)





## ANTI-RAGGING REDRESSAL



Narula Institute of Technology ensures a completely ragging free environment in the college campus and hostel premises. Our College believes in an easeful space, where our new students unhesitatingly participate in various activities including teaching-learning with the existing students. The Institute assures that any activity – be it verbal or written, physical or psychological – by any student/a group of students causing damage to the other student(s) is strictly prohibited. Narula Institute of Technology Anti-Ragging Cell monitors such cases minutely and informs the authority for appropriate action. The Cell, moreover, looks after that there will be no such incident of ragging in the campus as well as in the College hostels. The institute has several CCTVs installed at all vantage points in the campus, hostel as well as in all classrooms which are under constant monitoring and surveillance.

The UGC had recommended that the Universities/Colleges/ Institutes must have a committee and a separate cell to deal with issues of Anti ragging violence to evaluate, assist and support Higher Educational institutes to meet certain requirements which will be made mandatory in order to give effect to a policy of zero tolerance of anti-ragging violence. In adherence to the said guideline, the college's Anti Ragging Squad constitutes of vigilant Faculty and Staff members who surveys every floor of the college building and the campus as well as hostels.

**Focus of the Committee:**

- Declaring the campus as “*Ragging free*”.
- Providing adequate impetus through Notice and Pamphlets placed at vantage points and through college website.
- Drama related to Anti-Ragging messages.
- Committee members conduct regular checks at the beginning of every semester.
- To keep a close eye and vigilance over ragging to prevent its occurrence and recurrence.
- To immediately address issues related to ragging and take action accordingly.
- To generate an atmosphere of discipline by sending a clear message that no act of ragging will be tolerated and any such act will not go unpunished.

**DONT 'RAG',  
AND DONT STAND BY AND  
WATCH OTHERS 'RAG'**

# Instruction Manual for First-Year Students

## ✔ DOs

### 1. Greet Faculty and Authorities Respectfully

- Always greet your professors, the Principal, Registrar, and staff when you meet them in the corridor, campus, or classroom – a simple “Good Morning” or “Good Afternoon” goes a long way in creating a respectful academic environment.

### 2. Wear Your ID Card at All Times

- Your college ID must be worn visibly while on campus. It is your identity and must be presented when asked by any authority.

### 3. Attend All Lectures and Labs Punctually

- Minimum 75% attendance is mandatory. Reach classrooms/labs before the scheduled time. Late entry is discouraged and may not be permitted.

### 4. Maintain Campus Cleanliness

- Use dustbins. Keep classrooms, corridors, and washrooms clean. Treat the campus like your second home.

### 5. Dress Decently and Appropriately

- Your attire must reflect the dignity of a professional academic institution. Avoid flashy, revealing, or inappropriate clothing.

### 6. Follow Digital Etiquette

- Use mobile phones and laptops only for academic purposes during class. Always mute devices during lectures.

### 7. Respect Diversity and Practice Inclusivity

- Treat peers from all backgrounds with respect. Make friends beyond your language, state, or academic stream.

### 8. Be Proactive in Clubs & Technical Societies

- Participate in student chapters, cultural clubs, fests, workshops, and technical activities – they shape your personality and resume.

#### 9. Use English in Class and Official Communication

- Practice speaking and writing in English for all academic and professional interactions. Seek help if needed – your faculty and lab instructors are here to guide you.

#### 10. Report Issues Responsibly

- If you face bullying, ragging, mental stress, or harassment, report it to the Anti-Ragging Cell, Mentors, or Faculty Advisors immediately.

### DON'Ts

#### 1. Do Not Indulge in Ragging or Bullying

- Strict disciplinary action will be taken as per UGC regulations. Zero tolerance is followed at Narula Institute of Technology.

#### 2. Do Not Skip Classes Without Valid Reason

- Bunking classes may lead to shortage of attendance, which affects eligibility for exams and internships.

#### 3. Avoid Disrespectful Behaviour with Faculty/Staff

- Never argue with or talk back to faculty members. Respect and politeness are non-negotiable.

#### 4. Do Not Loiter in Corridors During Lectures

- Be in your assigned classrooms or labs during academic hours. Roaming without purpose is not allowed.

#### 5. Avoid Defacing College Property

- Scribbling on desks or walls, damaging lab equipment, or misusing facilities will lead to penalties.

#### 6. No Smoking, Drinking, or Substance Abuse

- The campus is a strictly smoke-free and alcohol-free zone. Violations will result in severe disciplinary actions.

### 7. Do Not Use Social Media Irresponsibly

- Avoid posting derogatory or misleading content about the college, faculty, or peers. Any form of cyberbullying is punishable. Make sure to interact on all social media platforms of the institutions

### 8. DO Stay Connected and Engaged Online

- Follow, like, comment, and share content from the official **Narula Institute of Technology** pages on **Facebook, Instagram, Twitter (X), YouTube, and LinkedIn**. Stay updated with campus news, events, achievements, and opportunities — and be an active digital ambassador of your college.

### 8. Don't Form Unofficial WhatsApp Groups with College Logo/Name

- Any official group must be approved by the department. Unauthorized use of institutional identity is prohibited.

### 9. Avoid Loud or Inappropriate Behavior in Public Areas

- Be mindful of your voice and conduct in the library, cafeteria, and common areas.

### 10. Do Not Miss Orientation, Induction, or Departmental Briefings

- These events help you settle in and understand college life – skipping them will leave you unaware and unprepared.

**For any Complain you can reach out to the following person:**

	NAME	CONTACTS
1	Dr. Soumen Banerjee, Principal	<a href="mailto:principal_nit@jisgroup.org">principal_nit@jisgroup.org</a>
2	Dr. Nidhi Singh, Registrar	<a href="mailto:nidhi.singh@jisgroup.org">nidhi.singh@jisgroup.org</a>
3	Dr. Shambhunath Saha, Dean Student Affairs	<a href="mailto:shambhunath.saha@nit.ac.in">shambhunath.saha@nit.ac.in</a>
4	Ms. Punita Gaba, Executive Administration	<a href="mailto:executive_admin.nit@jisgroup.org">executive_admin.nit@jisgroup.org</a>
5	Mr. Ratan Das, Site Supervisor	Phone --- 9903344222

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