

विवरणिका
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School of Planning
and Architecture
New Delhi

योजना तथा
वास्तुकला विद्यालय
नई दिल्ली



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**ABOUT
SPA, NEW DELHI**

HISTORY AND VISION

New Delhi became the capital of British India in 1911. Subsequently, it became necessary to design the city. Many eminent British architects worked day and night to bring the project of city design to fruition. However, it was Walter George who chose to stay back when the British left India. During those days there were hardly any architects in the city. Architecture, as a profession was still in its infancy in India. There were only two schools in India for training architects, and these were located in Bombay and Baroda. Therefore, an acute shortage of trained architects was felt. Before India could take control of her destiny in 1947, and due to the outbreak of the Second World War, the allied forces generated a sudden demand for engineers and architects.

Walter George and his colleagues thus began the work of establishing the first institution in Delhi for imparting training to students of architecture. It was in 1942 that the Department of Architecture came into existence as a part of the Delhi Polytechnic at Kashmiri Gate in northern Delhi. While W.W. Wood became the first Principal of the newly established Delhi Polytechnic, Mr. Mirza became the first Head of the Department of Architecture. Later, when Mr. Mirza migrated to Pakistan during the partition of the country, John Terry, a Walter George protégé, replaced him. The first batch of students received their national diplomas in Architecture in 1950. These architects were ready to eager to face the challenges placed upon them by the country's independence and its partition. Chandigarh, the new capital for the state of Punjab and later for Haryana as well, became a powerful magnet for producing many architects in the country.

From the early 1950s, the agenda for the overall development of the country took the center stage. As far as town and country planning was concerned, from mid 1950s to 1970s mostly architects came forward to be trained as urban planners. In this field also, Walter George played the leading role. Walter was the principal motivating force behind the establishment of the Institute of Town Planners, India in 1951. He also encouraged the young architect and planner Prof. T. J. Manickam to conceive a School of Town and Country Planning. In 1955 the Government of India established the first School of Town and Country Planning in Delhi, thus marking the beginning of the SPA.

For seven years the School operated from rented premises in Kapurthala House on Man Singh Road. Dynamic as he was, Prof. Manickam secured prime land for building both the headquarters for the ITPI and the School at Indraprastha Estate. On 26th May 1958, Professor Humanyun Kabir, then Union Minister for Scientific Research and Cultural Affairs, laid the foundation stone of what is now called the Planning Campus of SPA. Prof. T. J. Manickam became the founder Director of the School.

The Department of Architecture of Delhi Polytechnic joined the School of Town and Country Planning in 1959. Thus was born the new institution named the School of Planning and Architecture or the SPA. It is now an established brand name for excellence in planning and architecture education. Like the Planning Campus, Prof. T. J. Manickam also designed the Architecture Campus. Within twenty five years of its existence, the School has

established a reputation as the nation's leading institution for imparting professional education in town and country planning, architecture and design. Recognizing its national and international eminence, the Government of India conferred the status of the 'Deemed University' on the School in 1979. This entitled the SPA, New Delhi to broaden and deepen its academic horizons by introducing new academic programmes, and by promoting critical research activities.

Today SPA, New Delhi is a premier central university imparting education in planning, architecture, and design. In the 1980s the School set up state-of-the-art Centres for Advanced Studies attached to each department of studies. Another important initiative was taken to start doctoral programmes, which have produced a significant number of scholars in the last two decades.

It was also during 1980s that the construction of a residential campus at Taimoor Nagar, New Friends Colony commenced. It provided additional accommodation for students as well as housing for the faculty and staff. The construction of new campus for the School at Vasant Kunj in South Delhi is under way.

With the opening up of the Indian economy and the onset of globalization, the School has entered into several bilateral collaborations with foreign universities and research organizations to pursue specialized areas of research, etc.

An Overseas Research & Development Centre has been established by the School to extend facilities to developing countries in Africa and the SAARC nations.

SPA is a futuristic academic institution and has set a number of tasks to be accomplished and objectives to be achieved in the near future. Some of the most significant concerns of SPA are listed below to:

- Introduce new academic programmes in emerging areas of research.
- Deepen and strengthen our established links with national and international institutions of repute, and also to take fresh initiatives in this direction.
- Develop sustainable programmes for faculty recruitment, training and development
- Continue to promote diversification of extracurricular activities for the students
- Continue to participate and contribute in policy formulation and programme implementation at all levels of government.
- Further develop linkages with building and real estate industry.



DECISION MAKING BODIES OF THE SCHOOL



GENERAL COUNCIL

Chairperson: Smt. Smriti Zubin Irani
Hon'ble Minister of Human Resource Development,
Government of India

EXECUTIVE COUNCIL

Chairperson: Prof. Ram P. Sharma

ACADEMIC COUNCIL

Chairperson: Prof. Chetan Vaidya
Director, School of Planning and Architecture, New Delhi

SCHOOL ADMINISTRATION

DIRECTOR

Prof. Chetan Vaidya

DEAN OF STUDIES

Prof. Nalini Thakur

REGISTRAR

C. P. Raghav

CONTROLLER OF EXAMINATIONS

Prof. Dr. Vinay Maitri

HON. WARDEN

Parag Anand Meshram

STUDENTS' BODIES

STUDENTS' COUNCIL

Patron, Director SPA
General President, General Secretaries and Editor

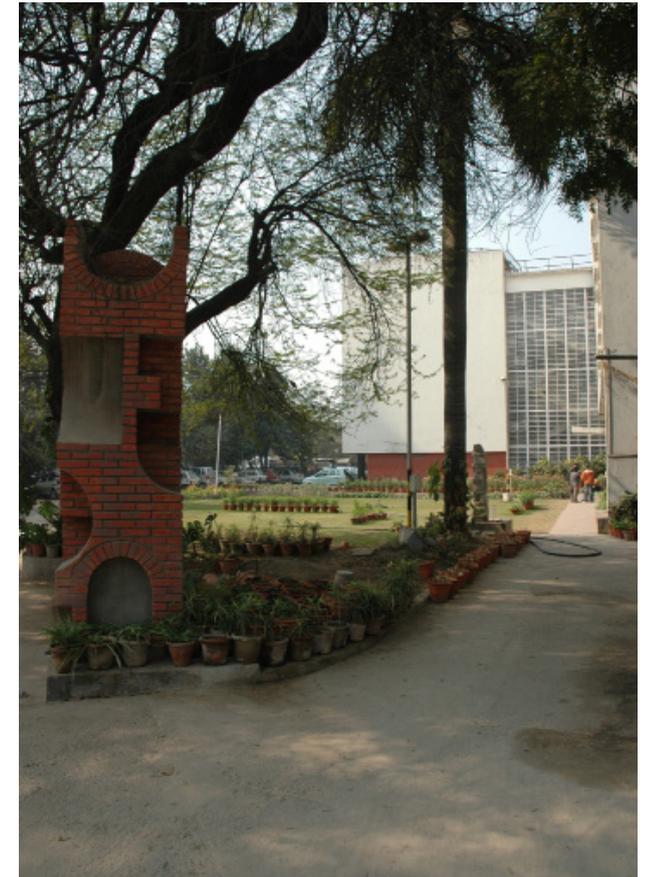
DEPARTMENTS OF STUDIES AT A GLANCE

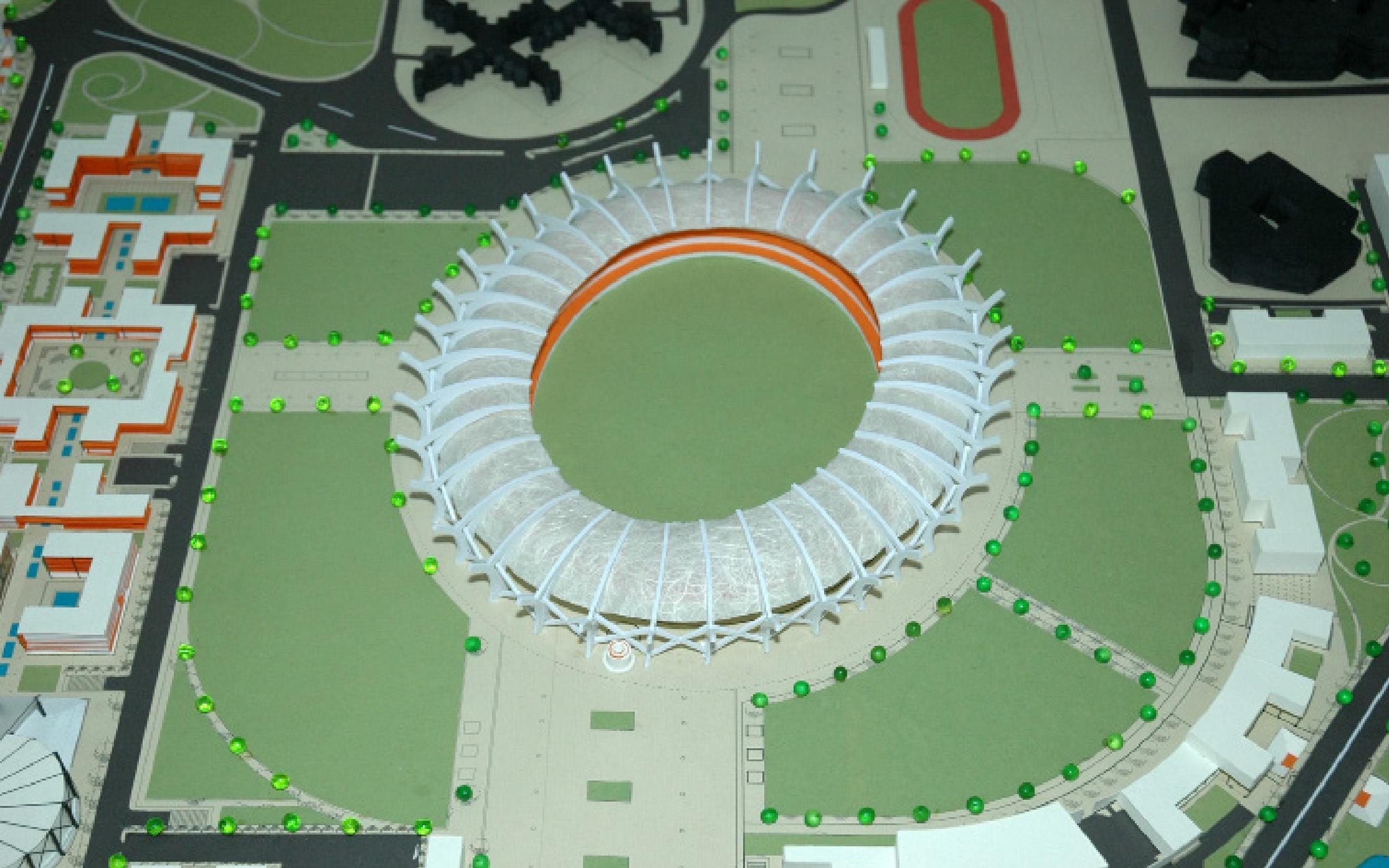
The School offers planning, architecture and design courses both at undergraduate and postgraduate levels. While the Bachelor of Architecture course is one of the oldest in the country, a highly successful Bachelor of Planning course was started in 1989.

The School offers two undergraduate programmes and ten postgraduate programmes, each under a separate department of studies. Doctoral programmes are offered by all departments of studies.

Academic policy is decentralized to the extent that each department of studies has a Board of Studies (BoS), which makes proposals on department-related academic matters. The Chairperson of the Board of Studies is the Head of the Department. The Dean of Studies is a member on all Boards of Studies. Each department has a Departmental Research Committee (DRC) and the Head of the Department is its Chairperson.

Department of Architecture	UNDERGRADUATE DEGREE PROGRAMMES
Department of Physical Planning	BACHELOR OF ARCHITECTURE
	BACHELOR OF PLANNING
	POSTGRADUATE DEGREE PROGRAMMES
Department of Architectural Conservation	MASTER OF ARCHITECTURE (Architectural Conservation)
Department of Urban Design	MASTER OF URBAN DESIGN
Department of Industrial Design	MASTER OF DESIGN (Industrial Design)
Department of Bldg. Engg. and Management	MASTER OF BUILDING ENGINEERING AND MANAGEMENT
Department of Landscape Architecture	MASTER OF LANDSCAPE ARCHITECTURE
Department of Environmental Planning	MASTER OF PLANNING (Environmental Planning)
Department of Housing	MASTER OF PLANNING (Housing)
Department of Regional Planning	MASTER OF PLANNING (Regional Planning)
Department of Transport Planning	MASTER OF PLANNING (Transport Planning)
Department of Urban Planning	MASTER OF PLANNING (Urban Planning)







**UNDERGRADUATE
DEGREE PROGRAMMES**

BACHELOR OF ARCHITECTURE

B.Arch.

Five Year Programme

Architecture is concerned with the design and construction of buildings in their sociological, technical and environmental contexts. There is increasing recognition of architecture as one of the top intellectual disciplines, an art form, and a technical profession intimately linked with the single largest sector of investment in the economy. Architects are called upon to design and execute building projects and resolve other issues related to the man-made environment in a variety of settings.

The Bachelor of Architecture programme aims at attaining a high level of excellence in architectural design. Studio exercises are viewed as the core of the programme with crucial inputs being provided by experts specializing in the fields of arts, humanities, engineering and technology, and professional practice of architecture. A strong foundation of multidisciplinary enabling skills related to space, construction, environment and aesthetics is offered to the students. These skills include drawing, architectural presentation, research and writing, computer applications, technical and managerial aptitudes in problem definition and solution seeking.

This five-year two-stage programme, has a first stage consisting of six semesters of full time studies and a second stage consisting of one semester of full time studies followed by one semester of practical training in professional offices, ending in final two semesters of full-time study. In the second stage each student is required to write a research-based dissertation, prepare for a seminar and present a design thesis along with advanced level courses and electives. Students gradually learn that architecture has always evolved under the influence of at least four, occasionally conflicting, forces

that is history and culture, social aspirations, climate and evolving technologies. National and international level workshops, exhibitions and seminars are continually held in the Department, several of which are organized in partnership with international universities and research organizations. Participating students get exposed to new ways of thinking and imagining.

Through this programme we expect that broad based architectural education serves as a window to multiple career choices and job opportunities depending on personal interests of students in the public, private, NGO and multinational corporate sectors. Students wishing to pursue further studies are eligible to apply to any of the masters' and doctoral programmes being run by the School. Since the Bachelor of Architecture degree programme of SPA is recognized internationally, a number of our students are accepted for advanced studies in the finest universities abroad. This course is approved by the Indian Institute of Architects, the Council of Architecture and the Commonwealth Association of Architecture.

The students of Bachelor of Architecture programme are exposed to a rich variety of design and planning expertise through full time faculty from several departments of studies of SPA and distinguished visiting faculty. Outstanding professionals serve on our juries.

FACULTY

Prof. Dr. Mandeep Singh

B.Arch., M.U.D., Ph.D., FIIA, F.I.U.D.I, A.I.I.I.D
Head of the Department of Architecture

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B.Arch., AIIA

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B.Arch., PG Dip. TCP (URP), FITPI, FIIA

Prof. Y.K. Jain

B.Sc. Engg. (Civil), M.Sc. Engg. (Civil) (Struct), MIE, ACI

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B.Arch., FIIA, MCA

Prof. Manoj Mathur

B.Arch., FIIA, IIID

Prof. Dr. Aruna Ramani Grover

B.Arch., PG Dip. CA, M.Plan. (Housing), Ph.D., AIIA

Prof. Dr. Anil Dewan

B.Arch., M.B.E.M., Ph.D., FIHE, FIIA, IHA

Prof. Dr. Jaya Kumar

B.Arch., Ph.D., AIIA

Prof. Dr. Ranjana Mittal

B.Arch., Ph.D.

Dr. Shweta Manchanda

B.Arch., M.Phil., Ph.D. (Cantab), LEED AP, AIIA

Dr. Leon A. Morenas

B.Arch., M.Arch.(Urban Design), Ph.D. (New York),

Dr. Rajaprakash Purushothaman

B.Arch., M.L.A., Ph.D.

S. K. Aaditya

B.Arch., AIIA, MISTE

Prabhjot Singh Sugga

B.Arch., M.S. (Urban Planning) Columbia, B.Arch., IIA, ITPI

Parul Kiri Roy

B.Arch., M.F.A. (Kala Bhavan)

Moulshri Joshi

B.Arch.

Shuvojit Sarkar

B.Arch., M.Plan. (EP), IIA, IIID, ITPI, INTABU

S. P. Shrivastava

B.Sc. Engg., M.E. (Civil), MIE

Arpita Dayal

B.Arch., M.Arch. (UD), IUDI

Aarti Jaglan

B.Arch., M.Plan.

Anjali Mittal

B.Arch., M.Sc. (LSE, Cities Programme)

Mekhla Parihar

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Saptarshi Sanyal

B.Arch., M.Arch. (AC), ICOMOS, INTACH Roster of Conservation Architects

Vandana Kothari

B.F.A., M.F.A. (Kala Bhavan)



BACHELOR OF PLANNING

B.Plan.

Four Year Programme

Planning, development and management of human settlements has become an important local and state government function with increasing participation of private and the third sectors in transforming our cities and regions. Realizing the salience of urbanization and regional development, central government has been playing a significant role in framing national policies on issues of urban, rural and regional importance. Processes of globalization inducing movements of huge amounts of capital from one corner of the world to the other has further impacted the local in variegated ways complicating the way planners view cities and regions. In addition to globalization and associated economic reforms, technical advancements centered on IT and ITES have integrated Indian cities and regions in diverse ways making the task of town and country planners highly complex. Complexity in planning does not diminish in any way if planners move from metropolitan areas to small cities, towns and villages. On the contrary, complexity of issues involved in planning smaller settlements is even bigger considering social, economic, political and physical aspects of these settlements and societies.

Being one of the pioneering institutions of the country in these fields of planning and architecture, the School of Planning and Architecture took the lead in establishing the first ever Bachelor of Planning programme in the country in 1989. The Institute of Town Planners, India has accorded approval to this programme since its inception.

Students admitted to this four year intensive undergraduate degree programme are provided with broad knowledge and skills necessary to plan for the integrated and balanced development of human settlements and areas of varying

sizes. Through studios the students are gradually trained to acquire knowledge and skills for the preparation of layout plans, local area plans, zonal plans, master plans and regional plans. In the eighth semester, each student pursues independent research work to complete her thesis project. A large number of theory subjects are taught throughout the programme to build a sound theoretical basis for planning practice, higher studies and advanced research for those who desire to do so. Apart from studying theory subjects, learning practical planning skills in the studios and pursuing research work in the form of thesis, all students are also required to compulsorily complete two stints of practical training in public, private or the third sector organization.

Upon graduation the students are accepted as full-fledged planning professionals in the discipline of town and country planning. The students are accredited as Associate Members by the Institute of Town Planners after they acquire one year professional experience. The students are also eligible for admission to postgraduate programmes in Indian and foreign universities for higher studies in various disciplines of planning and design. These include specializations such as housing, landscape architecture, transport planning, architectural conservation, environmental planning, urban design, etc. These opportunities for higher studies serve to widen the students' professional options after graduation in planning.

In terms of securing employment in public, private and the third sector, they all offer a range of planning jobs. Our graduates work in diverse organizations providing services in the fields of urban and regional planning, housing, transportation, design, etc. Some of the graduates are

also working in international organizations such as United Nations and the World Bank. Some of our students have also become entrepreneurs and they are now running successful consulting firms. Although the Department coordinates for providing placements to the students, most of our students secure jobs in top planning companies through their own efforts. Most of our students are able to get jobs before they graduate from the Department.

FACULTY

Dr. Mayank Mathur

*B.Arch., M. Housing, PGDHPB (The Netherlands),
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Head of the Department of Physical Planning

Prof. Dr. Mahavir

*B.Arch., M.U.R.P., PG Dip. (Remote Sensing),
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Prof. Dr. Ashok Kumar

*M.Sc. (Geo), M.P. (URP), PGDHRM,
Ph.D. (UK), FITP*

Dr. Rabidyuti Biswas

BE (Civil), M.R.P., Ph.D., FITP, FICER

Dr. Poonam Prakash

B.Arch., M.P. (Housing), Ph.D., AITP

Taru Jain

B. Plan., M.S.E. (TP & Engg.) UK

Priti Deo

M.A. (Geog.), M.Plan. (RP)

Papiya Bandopadhyaya Raut

M.A. (Geog.), M.Plan. (RP)

Piyoosh Singh

B.Arch., M.C.P.







**POSTGRADUATE
DEGREE PROGRAMMES**

MASTER OF ARCHITECTURE

M.Arch.

Architectural Conservation

Two Year Programme

Architectural Conservation is a specialization, which addresses the special requirements of built heritage comprising of historic buildings, group of buildings, areas, cities and cultural landscapes in a comprehensive manner.

The course aims at defining and understanding architectural knowledge systems and the cultural resource base. Academically the course involves research, documentation, analysis and its interpretation related to various scales of heritage. Special emphasis is placed on historic cities, traditional housing sector and cultural landscapes. The technical aspects cover traditional building materials, structural repairs, maintenance and upgradation of historic structures.

The design component includes a wide range of interventions, from modifications and reuse of the historic fabric to infill development and new architecture in historic areas.

Emphasis is also placed on the management of heritage, through understanding conservation conventions and practices adopted at international (UNESCO) national and local levels for heritage buildings, sites and cities. The skills and abilities developed in this academic programme enable the students to address appropriately the challenges confronting historic cities.

FACULTY

Prof. Dr. Priyaleen Singh

B.Arch., M.L.Arch., M.A. Conservation (UK),

Cert. in RM&HC (Florence), Ph.D. (UK)

Head of the Department of Architectural Conservation

Prof. Nalini M. Thakur

B.Arch., ARC '82, ICCROM (Rome), M.A. Conservation (UK)

Anuradha Chaturvedi

B.Arch., M.A. Conservation (UK),

Cert. in Archaeological Conservation,

ASI Institute of Archaeology

T. Lakshmi Priya

B.Arch., M.Arch. (AC), SPA-D

RRCH (ICCROM-2012)



MASTER OF URBAN DESIGN

M.U.D.

Two Year Programme

Contemporary urban design emerged as a discipline in response to changes to the city through the Modern Movement in Planning. Urban Design takes the responsibility of achieving wholeness of the built environment through design inputs in the 3rd dimension. The Master of Urban Design programme exposes the students to various theories and experiments that architects, planners, social and behavioural scientists apply within broad historical, social and political contexts. The course imparts knowledge and skills of design and intervention in the urban built environment at varying scales through a broad range of subjects, which form the basis to tackle urban design issues.

The bulk of instruction and training in this programme is offered through interactive design studios where the dynamics of growth and change in Indian cities are analysed and design solutions are prepared. Inner city renewal as well as growth areas of contemporary cities receive equal attention in these studios.

Urban designers make significant contribution as members of multidisciplinary teams dealing with the

formulation and implementation of urban development programmes and policies. A large number of employment opportunities, exist for students passing out with the urban design degree course both in public and private sectors, as well as in research and academia.

FACULTY

Arunava Dasgupta

B.Arch., M.Arch. (UD), FIUDI

In-charge of the Department of Urban Design

Prof. Ranjit Mitra

B.Arch., PG Dip. (UD), FIUDI

Manu Mahajan

B.Arch., M.Arch. (UD)



MASTER OF DESIGN

M.Des.

Industrial Design

Two Year Programme

Product or object design is as old as the human civilization. The evolution of the profession of Industrial Design, however, is rooted in the industrial revolution of the late 19th to 20th century, whereby industrially manufactured products were to attain humane and artistic attributes. In an age of rapid social, technological and cultural transformation, effective training of the new designer must be based on creative and practical concerns of maximum relevance involving issues that are local and global simultaneously.

The primary aim of the programme is to foster a wholesome design experience through an interdisciplinary process of teaching and training. Theoretical, technological and managerial inputs, which are dealt with through various courses, seminars and workshops are all directed towards this central goal.

The determination to take a professional design approach to the interpretation of culture and conversely to use design as a tool for cultural enrichment is the focal point of the programme. Academic exposure while concerning itself with broad phenomena such as sustainability etc. is at the same time highly relevant to the urgent issues concerning technical, manufacturing and marketing aspects of the industrial world of today. The programme maintains close links with the industry, both in order to keep in touch with the latest developments in industrial processes and to ensure that the course remains relevant and comprehensive.

Career opportunities for students passing out of this programme are varied. It includes working for an industry, design or architectural studio or setting up an independent practice in design and architecture.



FACULTY

Prof. Neerja Tiku

B.Arch., PG Dip. TCP (URP), FITPI, FIIA

Head of the Department of Industrial Design

Parag Anand Meshram

B.E. (Electronics), M.Des. (ID, IIT Delhi)

Krity Gera

B.Arch., M.Arch.(ID)

Aditi Singh

B.Arch., M.Arch.(ID)

MASTER OF BUILDING ENGINEERING AND MANAGEMENT

M.B.E.M.

Two Year Programme

Building Engineering and Management is concerned with engineering and construction management aspects of building infrastructure projects. The course aims at training competent professionals who can deal with complex construction projects by coordinating with various domain specialists from the concept formation through to design, development and construction stages. The course enables the students to acquire skills and academic abilities at a higher degree level in the sphere of architecture, engineering and management. Besides, it helps the students in achieving academic excellence as well as allows them to develop their abilities. Students are expected to manage and succeed in the professional field, and open avenues of professional career opportunities.

The thrust of the course is on imparting body of knowledge of project management so that projects are completed within the parameters of stipulated time, cost and quality. The focus of project management is specifically on design management and construction planning, control and monitoring. This is done by disseminating techniques of management such as network analysis, operational research, financial and cost management,

contract management, resource management, quality management system. Emphasis is given to advanced methods of construction, selection of building and structural systems, building science, specialized services and computer applications. Teaching-learning process includes considering practical aspects through various case studies and validating academic principles.

FACULTY

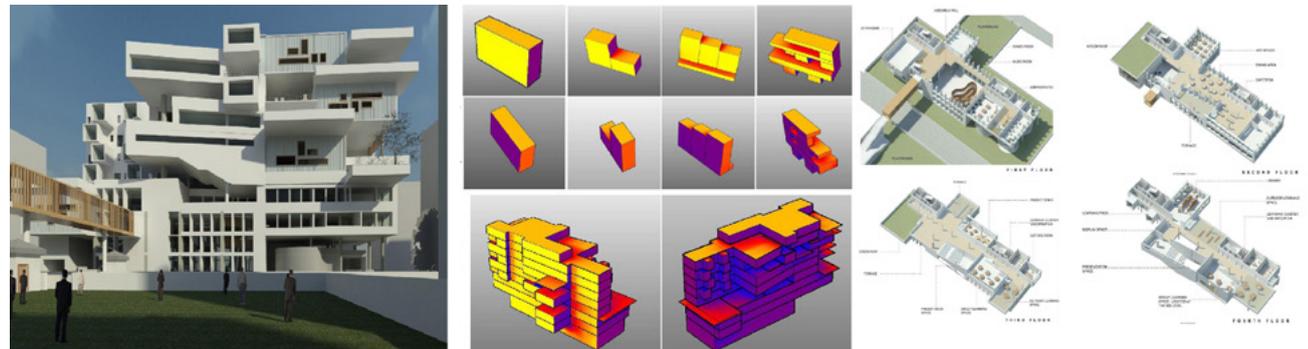
Prof. Y. K. Jain

B.Sc. Eng. (Civil), M.Sc. Eng. (Structures), FIE

Head of the Department of Building Engineering and Management

Prof. Dr. Virendra Kumar Paul

B.Arch., M.B.E.M., Ph.D.



MASTER OF LANDSCAPE ARCHITECTURE

M.L.A.

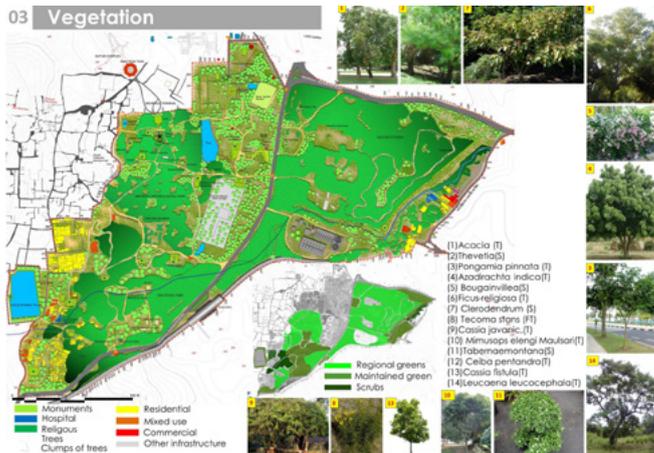
Two Year Programme

Landscape Architecture is a design profession concerned with planning of outdoor and indoor landscapes. Department of Landscape Architecture at SPA, Delhi has developed into one of the leading programs in this discipline in India. Since the introduction of the course in 1972 the department has matured academically and contributed to the nascent profession substantially and uniquely. This contribution has been towards the development of academic content as well as grooming graduates to take on landscape architecture as a full time profession.

Students of the Masters of Landscape Architecture program at SPA are a heterogeneous group which represents India holistically. This helps providing real time insight to the numerous and complex landscapes which represent India. This diversity is anchored into the departmental syllabus and the regular design studio problems. The course ensures that the inherently interdisciplinary nature of the

landscape architecture is addressed by inclusion of projects of varying scales relating to environmental aspects, urban design, water related considerations and conservation of landscapes and heritage. The department of landscape architecture works towards providing the students with a strong academic base along with the necessary inputs for them to undertake professional responsibility.

The course aims at imparting proficiency in landscape assessment and design techniques and knowledge by employing ecological principles while simultaneously balancing them with socioeconomic and cultural considerations. The course comprises of variety of pure science & design based courses along with landscape design studios. The syllabus includes subjects such as plant systematics & processes, hydrology, geology, soils, site planning and landscape engineering, landscape resources, theory of landscape architecture, project management and professional practice besides others..



FACULTY

Prof. Dr. Rommel Mehta

B.Arch., PG Dip. LA, Ph.D., Fellow ISOLA

Head of the Department of Landscape Architecture

Prof. Dr. Surinder Suneja

B.Sc., PG Dip. LA, Ph.D. FISOLA

Aarti Grover

B.Arch., MLA, Associate ISOLA

MASTER OF PLANNING

M.Plan.

Environmental Planning

Two Year Programme

Environmental considerations are assuming an increasingly important role in planning and development of human settlements. Alarming consequences of ozone layer depletion, global warming, desertification, and air pollution, pollution of the oceans, species' extinction, deforestation and flooding are some of the manifestations of nature's reactions to human activities on the planet Earth. Implications of such environmental degradations have been the subject of growing concern to people all over the world, and have resulted in various initiatives and actions taken at global, regional, national and international levels.

Environmental Planning degree programme is specifically designed to train students in methods for scientific evaluation of various factors for planning environmentally sustainable development of human settlements and regions. Environmental considerations at the planning stage would prevent many of the degradation that result later on. Land use planning, to be meaningful, has to take cognizance of the legislation enacted in the field of environment as well as advanced techniques and tools currently available for analyzing and predicting environmental problems.

The main objective of this programme is to impart adequate skills and exposure to the students to enable them to handle the complex challenges of environmental planning, design, impact assessment, and mitigation and preventive measures. The focus areas of the programme are environmental planning and design, techniques of measurement of water, soil, air and noise pollution, environmental management, environmental impact assessment, auditing and risk assessment, environmental

economics, environmental legislation clear development and mechanism. In addition, the students are encouraged to undertake training during summer vacation with environmental agencies and gain professional experience.

FACULTY

Prof. Dr. Mahavir

*B.Arch., M.U.R.P., PG Dip. (Remote Sensing),
Ph.D. (Utrecht – ITC, The Netherlands), FITP*

Head of the Department of Environmental Planning

Prof. Dr. Meenakshi Dhote

B.Arch., M.L.A., Ph.D.

Dr. Neha Goel Tripathi

B.Arch., M.Plan.(EP), Ph.D.



MASTER OF PLANNING

M.Plan.

Housing

Two Year Programme

Housing is one of the major global development issues which occupy centre stage in the UN policy framework. In India too, it is a key area of the economy. The Government of India has enunciated its emphasis in this area through the National Housing and Habitat Policy. Over the years, the establishment of the Housing and Urban Development Corporation (HUDCO), the National Housing Bank (NHB) and the various projects funded by the Asian Development Bank (ADB), the World Bank and the Overseas Development Administration (ODA) has brought housing into the centre stage of public policy and debate. The Government of India also gives emphasis to the housing sector through its national budget every year. There are many state level and local level housing producers, in addition to the large presence of the corporate sector actively engaged in the development of housing and real estate projects. The Government of India has also set up the Building Materials and Technology Promotion Council (BMTPC) in order to promote innovative materials for the housing sector.

In this background, a Chair in Housing was instituted by the UNEP in the School way back in the year 1958 and the Department of Housing was established. Master of Planning (Housing) is a unique programme which offers comprehensive exposure to various facets of the subject including housing policy, finance, infrastructure, urban planning, poverty and slums, shelter for disaster affected areas, 'green' housing design and technology, GIS applications, real estate project formulation, legal and governance issues and management.

The objective of the course is to give a broad understanding and impart necessary skills to the students for participation in the real world practices in a multidisciplinary

environment. The course is offered through a combination of class room lectures, field assignments and practical studio exercises. It is a globally recognized programme and students are employed in a wide variety of work situations including government departments, international agencies, real estate companies and multinational firms.

FACULTY

Prof. Dr. P. S. N. Rao

B.E. (Civil), M.Plan. (Housing), Ph.D., AIIA, Cert. Art Apprn.(NGMA), Cert. Art Apprn.(NM), Cert. Urban Mgmt. (Canada), FITP, FIE, FIV

Head of the Department of Housing

Prof. Dr. Neelima Risbud

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Ruchita Gupta

B.Arch., M.Plan., Ph.D.

Harshita Deo

B.Arch., M.Plan. (UP)



MASTER OF PLANNING

M.Plan.

Regional Planning

Two Year programme

Growing trend of globalization has emphasized the need for a new role of development planners since 1990s. It suggests changes in approaching the human settlement issues in a balanced, integrated, participatory, resource sensitive and democratic manner. With changed governance scenario in the country since early 1990s, the democratic institutions in both rural and urban areas have been playing a key role in decision-making processes.

Globalization, liberalization and inter connectivity of economies have brought in a new paradigm shift in defining 'the region'. The 73rd and 74th Constitutional Amendment Act in India has given impetus to planning at village, block and district level. Changing times also suggest a need for specialists to develop action oriented decisions at different spatial units that promote partnerships amongst various stakeholders in a given region to understand development issues, develop a vision, formulate development strategies, prioritize programmes, mobilize resources, and monitor and evaluate programmes. It also calls for change in the role of regional planner who could appreciate issues of both rural and urban areas in an integrated manner. Appreciating the need for professionals with training and skills in making such strategic and sustainable choices, the School offers a degree programme leading to the award of Master of Planning with specialization in Regional Planning.

The Department of Regional Planning believes in a seamless interface between typology and levels of regions so as to achieve integrated and conflict-reducing plans. The programme imparts knowledge in sustainable development of a region through interplay of variables that directly and indirectly affect a region's development. It is designed to equip students in the skills of regional analysis, regional (micro-macro) plan preparation,

preparation of action oriented policies and strategies and management plan for human settlements.

To impart this knowledge, we use new approaches, GIS techniques and subjects in our pedagogy. To expose our students to global expertise in this field, the regional planning department has networked with International Institutions across the world. .

FACULTY

Prof. Dr. Ashok Kumar

*M.Sc. (Geo), M.P. (URP), PGDHRM,
Ph.D. (UK), FITP*

Head of the Department of Regional Planning

Dr. Vinita Yadav

*M.A. (Geog.), M.Plan. (UP), Ph.D. (JNU),
M.B.A. (Financial Mgmt.), AITP*

Chetna Singh

M.A. (Geog.), M.Plan. (RP), AITP



MASTER OF PLANNING

M.Plan.

Urban Planning

Two Year Programme

The Department of Urban Planning is the first Postgraduate Department of the School of Planning and Architecture. It originated as a Department of Urban and Regional Planning in the Year 1955. Urban Planning is a discipline, which synthesizes inputs from various disciplines into an integrated plan of action for shaping the natural and built environment in order to achieve a desirable quality of life for the people in urban areas by keeping the resource constraints and sustainability considerations in view.

The vision of the Department of Urban Planning is to ensure and maintain quality of education so as to be at par with institutions worldwide, continued/sustained research in the field of urban planning development and management and strengthening academic links of the department with institutions in India and abroad and setting up of a Knowledge Centre.

The Masters in Planning (Urban Planning) programme of the Department of Urban Planning is designed to prepare students in the skills of analyzing the physical, social, cultural, economic and ecological dimensions of urban settlements, comprehending their problems, evolving strategies to address the issues and emerging challenges in a planned manner and working out implementation mechanisms. Along with a group of core courses common to all planning programs, specializations are built around courses such as city and metropolitan planning, infrastructure planning, environment, development and disaster management, heritage conservation, urban development management, project planning.

The programme focuses on various forms of planning processes and exposes the students to new techniques such as project planning and informational technology

including the GIS. The programme includes studio exercises in plan preparation through live case studies related to comprehensive and micro level urban development issues, and problems related to various cities and towns in the country.

The Department invites visiting faculty from different government organizations, planning schools, planning research institutions and professionals from allied disciplines.

FACULTY

Prof. Dr. Sanjukta Bhaduri

B.Arch., M.C.P., Ph.D., AITP, IIPA (Life Member)

Head of the Department of Urban Planning

M. Palaniappan

M.A.(Econo.), M.T.P. (URP), M.Phil (Tourism Mgmt),

MPS (Population Stu.), AITP

Chidambara

B.Plan., M.Plan. (TP)

Nilanjana Dasgupta Sur

M.Sc. (Geo.), M.Plan. (UP), AITP



MASTER OF PLANNING

M.Plan.

Transport Planning

Two Year Programme



Transport is widely acknowledged as one of the most critical elements that could contribute to the quality of life in urban areas. In the context of massive urbanization in our country, planning for transport infrastructure has assumed significant importance over the years requiring specialized skills for planning, designing, operations and management of regional and urban transport system. Appreciating the need for training and development of skills for preparation of integrated transport plans and policies, the school offers Master of Planning degree programme with specialization in Transport Planning, one of its only kind in the country.

This degree programme is designed to prepare students in the skills of analyzing transport problems and issues at regional and urban level. The programme focuses on development of analytical tools and techniques supported by theoretical concepts in the area of urban transport planning, public transport systems planning, traffic engineering, highway planning & design, transport economics, logistics & distribution management, transport infrastructure design, intelligent transport system, engineering economics, analytical transport techniques, project formulation and appraisal, transport policy, legislation & institutional framework etc. The programme emphasizes on development of skills by enhancing computing capability using latest softwares used in transport planning, traffic & highway engineering such as Cube 6.2, VISSIM, VISSUM, HEADS, TRANSYT, GIS 10.1, MinTab, MATLAB etc for exercises on transport plan preparation in the studios and research studies using live case studies.

The programme enables the students to meet the

professional needs of fast growing consultancy organizations, infrastructure financing institutions, town planning organizations & development authorities, transport system operating agencies, research institutions, universities, NGO's etc. Alumni of the department are placed in Private and Government agency like Asian Development Bank, world Bank, IUT, Rites, UTTIPEC, KIMTS, NCRPB, CES, LEA, UMTC, ILFS, L&T, NHAI, Atkins, EMBARQ, EGIS, NATPAC, CRAFT, IUT, ICRA, DIMTS, Sunovatech, Mott MacDonald, TERI, Halcrow, CIDCO Navi Mumbai, Parking Solutions etc. The department has MoU with university of Leeds, UK and CSIR-CRRI, New Delhi.

FACULTY

Prof. Dr. P. K. Sarkar

B.E.(Civil), PG Dip. TCP (TTP), M.Sc. Transport Engg.(UK), Ph.D., AITP, MIHT (UK) MIE, MIRT, MIUT, Fellow (Institution of Surveyors), Commonwealth Academic Fellow (UK)

Head of the Department of Transport Planning

Dr. Sewa Ram

B.Tech. (Civil) IIT D, M.Plng. (TP), Ph.D., AITP, MIUT

Prof. Dr. Sanjay Gupta

M.Sc., M.T.P., Ph.D., FITP, MCILT (UK), MTPS (UK), MIUT, MIRT, Commonwealth Academic Fellow (UK)

Bhaskar Gowd Sudagani

B.Tech (Civil), M. Plan (TP), AITP, MIUT





**DOCTORAL
PROGRAMMES**

DOCTORAL PROGRAMMES

Ph.D.

Full-Time Programme 2-5 Years

Part-Time Programme 3-7 Years

School of Planning and Architecture, New Delhi has emerged as a leading institution for research in the field of Architecture, Physical Planning, Urban Planning, Regional Planning, Environmental Planning, Housing, Transport Planning, Urban Design, Architectural Conservation, Landscape Architecture, Industrial Design and Building Engineering and Management. Currently there are many national and international students registered in various departments of studies pursuing their doctoral programme. Our own faculty and specialized visiting faculty from the field help us to build an innovative research platform for the school. Many of our faculty members are having Doctorate Degree from India and abroad, which enables the School to offer a multi-disciplinary view for the doctoral programme cutting across departments and disciplines.

To support the Doctoral Programme, SPA New Delhi, brings out a regular journal in which our research scholars contribute. SPA is equipped with one of the oldest libraries in Delhi with a rich collection of books and journals in the field of Architecture and Planning. SPA, New Delhi also has a good IT support to enable the scholars to use the latest software for their research work. Regular lectures by regular and visiting faculty are offered to Doctoral Programme candidates including lectures by international scholars.

SPA, New Delhi offers two kind of Doctoral Programmes: Full-time and Part-time. Under the Full-time programme, a candidate is expected to finish the programme within a period of five years, while in the case of Part-time the maximum period is seven years from the date of registration. Full-time students are required to meet the

residency requirement, apart from teaching the Masters' students for 8-10 hours per week. However, both full-time and part-time students are required to attend the Research Methodology course.

Total number of seats available in various departments of studies: 36.

Coordinator Doctoral Programmes

Prof. Dr. P. S. N. Rao

B.E. (Civil), M.Plan. (Housing), Ph.D., AIIA, Cert. Art Apprn.(NGMA), Cert. Art Apprn.(NM), Cert. Urban Mgmt. (Canada), FITP, FIE, FIV

The background of the image is a repeating geometric pattern of interlocking triangles in a light pink color. The pattern is dense and covers the entire page. The word "ADMISSIONS" is centered on the right side of the page in a bold, black, sans-serif font.

ADMISSIONS

UNDERGRADUATE DEGREE PROGRAMMES

ELIGIBILITY

Candidates shall be eligible for admission to the First Year of the Bachelors' Degree programme in Architecture or Planning if they have obtained at least 50% marks in aggregate, with Mathematics as a subject in the Class 12th/qualifying examination.

ADMISSION PROCEDURE

Admission to the Bachelors' Degree programme in Architecture and Planning for the session 2014-15 will be made through Joint Entrance Examination (JEE-2014) conducted by the Central Board of Secondary Education

(CBSE), strictly on merit, subject to fulfilment of the eligibility criteria and reservation of seats as per the approved norms of the School.

For more details regarding admission to Bachelors' Degree programme in Architecture and Planning, applicants may refer to the JEE website.

After confirmation of seat allotment, applicants are required to apply for admission on the prescribed application form for B.Arch. or B. Plan. which can be obtained from the School counter after paying ₹ 100 towards the cost of the form.

RESERVATION OF SEATS

Name of the Course	OG	SC	ST	OBC	KM*	Total
Bachelor of Architecture	53	16	08	28	01	105+1*
Bachelor of Planning	17	05	03	09	01	34+1*

*Over and above sanctioned intake.

OG: Open General, SC: Scheduled Caste, ST: Scheduled Tribes, OBC: Other Backward Classes, KM*: Kashmiri Migrant

Note

1. Three (3) seats for Bachelor of Architecture and one (1) seat for Bachelor of Planning are reserved for Physically Challenged Persons (Category PH). These will be adjusted against the respective reservations for OG, SC, ST and OBC categories.
2. Two (2) seats, i.e., one (1) for Bachelor of Architecture and one (1) for Bachelor of Planning are reserved for wards / dependants of Defence / Paramilitary Personnel killed or permanently disabled in action during war or peacetime operations (Category DS). These will be adjusted against the respective reservations for OG, SC, ST and OBC categories.
3. Additional seats, apart from the total indicated above are allocated for Foreign National (FN-10%), Non Resident Indians (NRI-3%) and Persons of Indian Origin (PIO-2%).

POSTGRADUATE DEGREE PROGRAMMES

ELIGIBILITY

Candidates shall be eligible for admission to the First Year of the various Masters' Degree programmes if they have obtained at least 55% marks in aggregate (50% for SC/ST/OBC candidates), at the qualifying examination for each programme respectively, as given below:

Master of Architecture

- Architectural Conservation: Bachelors' degree in Architecture or Planning of a recognized University or equivalent.

Master of Design

- Industrial Design: Bachelors' degree in Architecture of a recognized University or equivalent or
- Bachelors' degree in Engineering / Design / Fine Arts of a recognized University or equivalent with valid CEED score (mandatory for candidates not having Bachelors' degree in Architecture) from the approved streams.

Master of Urban Design

- Urban Design: Bachelors' degree in Architecture or Planning of a recognized University or equivalent.

Master of Building Engineering and Management

- Bachelors' degree in Building Engineering or Civil Engineering or Architectural Engineering or Building Science or Architecture of a recognized University or equivalent, or Five-Year Diploma in Construction Technology of a recognized University

or an institution established by an act of Parliament or State Legislature.

Master of Landscape Architecture

- Bachelors' degree in Landscape Architecture or Architecture or Planning of a recognized University or equivalent, or Masters' Degree in Planning or equivalent postgraduate diploma of a recognized University or institution, or Certificate of completion of the Pre-Landscape course of the School of Planning and Architecture, New Delhi.

Master of Planning

- Environmental Planning: Bachelors' Degree in Planning or Architecture or Civil Engineering or Architectural Engineering or Environmental Engineering* of a recognized University or equivalent, or Masters' Degree in Environmental Science* or Environmental Management* or Geography or Economics or Sociology of a recognized University or equivalent.
- Housing: Bachelors' Degree in Planning or Architecture or Civil Engineering or Architectural Engineering or of a recognized University or equivalent, or Masters' Degree in Economics or Sociology of a recognized University or equivalent.
- Regional Planning: Bachelors' Degree in Planning or Architecture or Civil Engineering or Architectural Engineering of a recognized University or equivalent, or Masters' Degree in Geography or Economics or Sociology of a recognized University or equivalent.

*Note: Candidates with these degrees may not be eligible for ITPI registration.

- Transport Planning: Bachelors' Degree in Planning or Architecture or Civil Engineering or Architectural Engineering or of a recognized University or equivalent, or Masters' Degree in Economics or Statistics or Operations Research of a recognized University or equivalent.
- Urban Planning: Bachelors' Degree in Planning or Architecture or Civil Engineering or Architectural Engineering of a recognized University or equivalent, or Masters' Degree in Geography or Economics or Sociology of a recognized University or equivalent.

Note

1. A.I.I.A. (by examination) shall be considered as equivalent to a Bachelors' degree in Architecture.

SPONSORED CANDIDATES

- a. Candidates sponsored by the Central Government, State Governments, statutory organizations and Public institutions must be in regular service.
- b. A candidate will be considered as sponsored if the sponsoring organization undertakes to provide him / her with full salary or adequate financial assistance for the full duration of the programme.
- c. Educational qualifications are the same as listed above for each programme, respectively. In addition, a sponsored candidate must also have a minimum of two years' work experience in a field relevant to programme in which admission is sought.
- d. Minimum percentage of marks may be waived for applicants who are faculty members in academic institutions and have been in regular service since

28th February 1999.

- e. Sponsored candidates may be required to undergo personal interaction with the faculty.

ADMISSION PROCEDURE

Admission to Masters' degree programmes is affected through a multistage process to select applicants based on their

- i. Performance in the qualifying examination,
- ii. Portfolio of work,

- iii. Personal Interaction with the programme faculty and/ or written test.
- iv. Interest and motivation for the chosen study and
- v. Work Experience.

Applicants are offered admission to a particular programme in serial order of a merit list drawn up, based on the cumulative score obtained after all the five stages are completed.

RESERVATION OF SEATS

Name of Department	OG	SC	ST	OBC	Total
Urban Planning	17	04	02	08	31
Regional Planning	08	02	01	04	15
Environmental Planning	08	02	01	04	15
Housing	13	03	01	06	23
Transport Planning	13	03	01	06	23
Architectural Conservation	08	02	01	04	15
Industrial Design	13	03	01	06	23
Urban Design	10	03	02	05	20
Landscape Architecture	13	03	01	06	23
Building Engineering & Management	17	04	02	08	31

OG: Open General, SC: Scheduled Caste, ST: Scheduled Tribes, OBC: Other Backward Classes,

Note

1. Three percent (3%) seats for all Postgraduate degree programmes are reserved for Physically Challenged Persons (Category PH). These will be adjusted against the respective reservations for OG, SC, ST and OBC categories.
2. Foreign National (FN-10%), Non Resident Indian (NRI-3%) and Person of Indian Origin (PIO-2%)

Application Form

Application Forms will be available as per the notification published by SPA, New Delhi in the newspapers.

The application form may be downloaded from the website of the School: www.spa.ac.in

A candidate can apply for maximum of two courses of studies (any two out of 10 listed on the page 34) with fee of ₹ 1,100/-, for each course on separate application form. The choice of courses should be mentioned in each application form. The choices mentioned as First Preference, Second Preference in both the application forms should be same.

Application Fee

The application form, duly filled, must be submitted with an Application Fee of ₹ 1,100/- (Rupees One Thousand One Hundred only) by way of crossed Demand Draft in favour of SCHOOL OF PLANNING AND ARCHITECTURE payable at NEW DELHI.

Personal Interaction

Applicants may be required to participate in a personal interaction with the faculty of the respective programmes by way of an interview, oral or written test, group discussion etc. Different departments will choose the mode appropriate for their programme.

Portfolio of Work

- a. Applicants having a Bachelors' degree in Architecture or Planning are required to bring a Portfolio of their work including their latest project work or thesis

and any two other projects of their choice.

- b. Applicants with all other qualifications may submit a synopsis of their academic project work or thesis and professional work, if any.

Portfolios shall be submitted on A4 size sheets only at the time of test/ interview.

Submission

The candidates must fill up the application form and write clearly specifying the programmes/ course to which admission is being sought. Complete set of self assested copies of certificates/ testimonial should be attched with each application form seperately. Completed application forms and the Application Fee (Demand Draft) should reach SPA, New Delhi by 2nd June 2014. The School will not be responsible for any loss or delay in postal transit. The application forms without accompanying fees are liable to be rejected.

Candidates appearing for their final examinations, are eligible to apply provided they meet eligibility criteria and their final results are published and submitted by 31st October 2014, 5:00 pm or as decided by the Authority of the School. In case a candidate is admitted to the course but on declaration of result, he does not meet minimum qualifying marks, the admission of that candidate(s) shall stand cancelled and fee will be forfeited.

Result

Successful applicants will be informed individually by e-mail or post. The list will also be displayed on the website of the School.

SCHOLARSHIPS

A limited number of Scholarships, each of ₹ 8,000/- per month will be awarded on merit, subject to the terms and conditions prescribed by Government of India, AICTE and the School from time to time, for non-sponsored category of students admitted to Masters' degree programmes with valid GATE/CEED score or qualified in the UGC (NET) with JRF Examination.

IMPORTANT DATES

Sr.	Important Activities	Dates
1	Application forms and prospectus available on website of the School	13 th May 2014
2	Last date for receipt of duly filled applications in the School	6 nd June 2014
3	Test/Interview	
	First Preference (Planning & BEM)	25 th June 2014 & 26 th June 2014
	First Preference (Other than Planning & BEM)	27 th June 2014
	Second Preference/ Sponsored Candidates (All courses)	28 th June 2014
4	Display of Selection List	4 th July 2014
5	Registration in respective Departments	21 st July 2014
6	Orientation	22 nd July 2014
7	Start of Classes	23 rd July 2014
8	Closing of Admissions for P.G. Courses	19 th August 2014

DOCTORAL PROGRAMMES

ELIGIBILITY

Applicants for admission to the Ph.D. (Full-Time) Programme shall possess the following qualifications:

- Master's Degree in any discipline awarded by the School of Planning and Architecture, New Delhi, or its equivalent from any other recognized university or institution with a minimum of Fifty-five percent (55%) aggregate marks (50% for SC/ ST/ OBC) or
- Masters' Degree in allied disciplines awarded by any recognized university or institution with a minimum of Fifty-five percent (55%) aggregate marks (50% for SC/ ST/ OBC) and ten (10) years of experience in teaching/research/professional practice in the proposed area of research or
- Bachelor's Degree in Architecture / Planning of the School of Planning and Architecture, New Delhi or its equivalent from any other recognized university or institution with a minimum of Fifty-five percent (55%) aggregate marks (50% for SC/ ST/ OBC) and five years experience in teaching, research or professional practice or
- Bachelor's Degree in allied disciplines from any recognized university or institution with a minimum of Fifty-five percent (55%) aggregate marks (50% for SC/ ST/ OBC) and ten (10) years experience in teaching, research or professional practice.

For admission to the Ph.D. (Part-Time) Programme the eligibility criteria will be the same as above except that the applicant should have an additional work experience of five (5) years over that specified above and should obtain a letter of consent from the employer, if any.

ADMISSION PROCEDURE

Admissions to Doctoral Programmes are processed twice in a year at the start of either semester (January/July) of an academic session. Applicants may apply at any time prior to the dates notified for each admission cycle.

Application Fee

The application form, duly filled, must be submitted with an Application Fee of ₹ 1,100/- (Rupees One Thousand One Hundred only) by way of crossed Demand Draft in favour of SCHOOL OF PLANNING AND ARCHITECTURE payable at NEW DELHI.

The applicant shall state and submit the following with the application:

- i. Proposed Department of Study
- ii. Broad area of research: nature, objectives and scope of the subject, and tentative title.
- iii. Other particulars that the applicant may like to furnish regarding the choice of the subject and its importance for research; and
- iv. Name of the Advisor of his/her choice, if any

FELLOWSHIP GRANT

Fellowships and Contingency Grants are awarded to eligible candidates in accordance with norms laid down by the Government of India, University Grants Commission, AICTE and the Academic Council of the School from time to time.

GENERAL INFORMATION

IMPORTANT DATES

Exact dates for various purposes are mentioned on page 35 of this Prospectus 2014. The academic session will commence on 22nd July 2013. Candidates admitted to various programmes are advised to report on the opening day, failing which their admission shall be treated as cancelled unless extension of time is requested for and granted by the School.

FOREIGN NATIONAL (FN), NON-RESIDENT INDIAN (NRI) AND PERSON OF INDIAN ORIGIN (PIO)

For UG Courses: Admissions to B.Arch./ B.Plan. courses under the category of FN/ NRI/ PIO will be through Direct Admission of Students Abroad (DASA) 2014.

For PG and Ph.D. Programmes: Foreign Nationals (Category FN), Non-Resident Indians (Category NRI) and Person of Indian Origin (Category PIO) may apply in the prescribed application form for the desired program along with documents and a registration fee of US Dollars Three Hundred (US\$ 300) which is nonrefundable. The fee is payable through a Demand Draft or Bankers Cheque in favour of School of Planning and Architecture, New Delhi, payable at New Delhi.

Only those applicants who have qualified from the foreign boards/universities with qualifications recognized as equivalent by the Association of Indian Universities (AIU) shall be considered for admission. In case of NRI, only those who have studied abroad for five years in the last eight years of their stay abroad and have passed the required qualifying

examination from that country are eligible to apply. Foreign nationals who are awarded Govt. of India scholarship (under various schemes) or Self-Financing Foreign students sponsored by Ministry of External Affairs shall be given preference. They are required to submit their applications to the Ministry of Human Resource Development or Ministry of External Affairs, Government of India through their diplomatic channels.

PROVISIONAL ADMISSION

Selected applicants are granted provisional admission which is confirmed upon verification of certificates proving their eligibility, their physical fitness and other testimonials as applicable and upon payment of the fees.

VERIFICATION

Selected applicants are required to present original certificates along with one photocopy of each at the time of admission to the programme. Originals will be verified and returned to the applicants and photocopies shall be retained for the School records.

PHYSICAL FITNESS

Applicants selected for admission are required to produce a physical fitness certificate from a registered medical practitioner at the time of their admission to the programme.

FEES AND DEPOSITS

Selected applicants shall pay the prescribed fees and deposits at the time of admission to the programme. Fee

structure will be published on the School website in due course of time.

FINANCIAL ASSISTANCE FROM STUDENTS AID FUND

One time financial assistance is available to the deserving students of the Under-Graduate as well as Post-Graduate courses on merit basis for meeting their unforeseen expenditures. The minimum amount payable is ₹ 10,000/- (Rupees Ten Thousand only) with a maximum of ₹ 25,000/- (Rupees Twenty Five Thousand only), subject to the conditions as laid down by the School. The applications are normally invited in the month of August and January in a year, subject to their eligibility and other terms and conditions e.g. annual income of parents from all sources should not be more than ₹ 4.50 lacs or as may be prescribed from time to time.

CENTRAL SCHOLARSHIP SCHEME OF TOP CLASS EDUCATION FOR SCHEDULED CASTE AND SCHEDULED TRIBE STUDENTS

The Ministry of Social Justice and Empowerment; and the Ministry of Tribal Affairs, Government of India, have allotted Ten Scholarships for Scheduled Caste students and Five Scholarships for Scheduled Tribe students of the Under-Graduate courses of the School, on the merit basis, subject to their eligibility terms and conditions e.g. annual income of parents from all sources should not be more than ₹ 4.50 lacs or as may be prescribed from time to time. The Scholarship amount is disbursed directly to the concerned students under Direct Benefit Transfer (DBT) Scheme by the Government of India.

HOSTEL ACCOMMODATION

School has very limited Hostel Accommodation, which is offered only to outstation students based on the availability of seats and in accordance with hostel rules framed by the School from time to time.



RESOURCES AND SUPPORT SYSTEMS

ACADEMIC RESOURCES



Centre For Analysis and Systems Studies (CASS)

CASS plays an important role in the discharge of the School's academic functions since 1980's. It has been developed as the main communication center of the School. It is equipped with servers, workstations, plotter, scanner, printers etc. In addition, a number of tasks are performed by the Centre. Some of the important tasks include:

- Facilitate technical support and assistance in conducting classes
- Conduct training programmes in software application for faculty and staff.

- Providing internet facility to all departments of Planning & Architecture Blocks and Girls hostel block.
- Maintaining School Website
- Employee Attendance Management.
- Mail Management for Employees and Staff.
- Providing technical and maintenance support to all the Departments of Studies/Centres/units in their day to day functioning of computer related activities.
- Server Management
- Ensuring virus free environment in computer labs.
- Providing technical support in admission to the UG/PG programmes.
- Providing census related data to students for research.

Prof. Dr. Vinay Maitri

*M.Sc.(Stat.), Ph.D., MCP, MCSD, MCILT (UK), MIUT, MIRT
Head of CASS*

Centre for Geographical Information System (GIS)

The Centre for GIS was established in January 2003 to provide facilities for conducting GIS classes for students belonging to different Department of Studies of the School. It conducts training programme from time to time for students and faculty members on the use and application of GIS Software. Its facilities are also used by the students for hands-on training on academic exercises

and research projects. The Centre is equipped with number of software such as:

- Arc View 10.0 and Arc Info 10.0 Universal Lab Kits with extensions (spatial analyst, network analyst, 3D analyst).
- Statistical package for Social Science (SPSS) version 20.0.
- ERDAS Imagine 2011 and Leica Photogrammetry Suite (LPS) 2011
- Auto Desk 2012 Master Suite includes Raster Design, Architecture, Revit Architecture, Revit Structure, Auto CAD Inventor Professional Suite, 3DS Max, Design, Maya
- MicroStation & other related utility software extensions, Advanced Geo Structural Analysis and STADD.Pro
- Primavera P6 Professional Project Management, Primavera Contractor and Primavera Risk Analysis
- Bentley Software
- Turnit-in Anti-plagiarism software

In addition, the Centre has high end hardware equipments. Head-CASS is in charge of GIS-Lab.

Centre for Remote Sensing (CRS)

The Centre for Remote Sensing has facilities for remote sensing related courses offered as part of undergraduate and postgraduate programmes in the school. It is presently equipped with basic tools required for stereovision and aerial photo interpretation, viz. pocket and mirror stereoscopes, parallax bars, aerial photographs, etc. The

Centre also has a couple of image processing software. Head-CASS is in charge of CRS.

Audio-Visual Unit (AVU)

The Audio Visual Unit provides audio and visual services like still photo shoots, video filming etc. for covering various academic activities of Departments of Studies of the school such as special lecture talks, jury examinations, digital slides preparation etc. In addition, it also provides necessary technical support service for school events such as Annual Convocation, Foundation Day, student events, workshops, seminars, conferences etc held from time to time. It is also involved in providing support input for school publications such as the school's annual prospectus, journals, newsletters etc. Head-CASS is in charge of A.V. Unit.

Library

The library at SPA has a unique collection of over 80157 publications housed in two separate libraries in the Planning and Architecture blocks respectively.

This considerable collection includes titles in planning, architecture, architectural conservation, building engineering and management, environmental planning, housing, industrial design, landscape architecture, physical planning, regional planning, transport planning, urban design and urban planning. The library also houses a large body of student work in the form of theses, dissertations and seminars reports. The library subscribes and receives to 106 national and international journals, which includes 34 online journals.

The SPA Library had joined Developing Library Network (DELNET) to promote the sharing of resources at national and international level. This has given the facility of: inter library loan services to the faculty, students, research scholars and staff members for publications available in other member-libraries.

The library is computerized and is using LibSys software, which is an integrated multi-user library management system. All library databases are stored in LibSys software. The LibSys consists of modules cataloguing, acquisitions, circulations, serials, article indexing and OPAC. The web OPAC (Online Public Access Catalogue) of the Library provides online facility through LAN (Local Area Network) to the faculty, students and students to search the bibliographic databases on their own desk. The Web OPAC also provides the acquisitions list of recent additions to library collection and allows users to find the material issued to them as well to put material on reserve etc.

The bar-coded library membership cards have been replaced borrower tickets to the considerable convenience of borrowers and library staff. Library also brings out a monthly list of new additions in the library and made available by e-mail to members. The library also alerts members by e-mail to relevant information in the dailies. The library is being head by the Mr. Narendra Singh Dhami, Sr. Librarian.

Documentation and Publications Unit

Documentation and Publications Unit (DPU) looks after the publication of SPA's quarterly journal called SPACE. Preparation and dissemination of a monthly bulletin named

SPA Abstracts is also prepared by the DPU. SPA Abstracts contains synopsis of significant articles featured in technical journals subscribed by the School. Furthermore, newspapers are scanned daily and items of technical and professional interest to physical design and planning professions are collected. Copies of such clippings are displayed on notice boards, and cuttings are then maintained in classified files for use as research materials.

The printing of various research materials are required by the departments of studies and administrative sections of the School. These requests are compiled with by the DPU. Compilation, preparation and printing arrangements leading to the publication of the School's annual reports for submission to the Parliament, both in Hindi and English are also done by the DPU. The unit works under the supervision of a senior faculty member.

The SPACE Journal

From the 1950s to mid 1980s, the journal was titled Urban and Rural Planning Thought, and was widely acknowledged as the foremost academic journal in this field. In 1979 the journal was renamed 'SPA Journal'. In 1985, the journal was renamed SPACE, to reflect a more inclusive concept of many disciplines represented in the SPA. SPACE continues to be published quarterly. The Director chairs its Editorial Board, and the current Editor is Prof. Dr. Ashok Kumar, Professor of Physical Planning.

Conservation Materials Laboratory (CML)

Conservation Materials Laboratory or CML was established

recently to provide scientific training in testing ancient artefacts and materials. The CML is equipped to carry out both physical examination under magnification, and chemical analysis for determining composition and characteristics of material mortars, etc. Visiting scientists associated with the ASI conduct regular courses for students of Architectural Conservation using this laboratory as a resource.

Workshop

The Material Workshop at SPA provides a range of training and maintenance services to the SPA students. The students are trained in basic carpentry and metal work and have access to workshop facilities for making architectural models.

The workshop is fully equipped for all categories of carpentry, machine tooling, welding and so on. Major responsibility for routine repairs and maintenance of various campus buildings also rests with the workshop. The Workshop Superintendent looks after the Workshop.

Materials Testing Laboratory

Material Testing and Surveying laboratory is intended to impart practical training to undergraduate and post graduate students. It caters the need of research/ consultancy. The laboratory is equipped with both Destructive/Non-destructive test equipment like universal Testing machine (4000 KN Cap.), Compression Testing Machine (2000 KN Cap.), UPV, Rebound Hammer, Double acting Hydraulic Jacks for pre-stressing etc.

Surveying Laboratory is equipped with latest modern equipment like Electronic Total Station apart from other conventional equipment.

The procurement of other latest equipment like Loading frame, LVDT, Load Cell, Data Logger, Rebar Locator etc. are under process.

The Centre for Quality Improvement Programmes (TCQIP)

The Centre for Quality Improvement Programmes is established to achieve quality improvement of faculty and professionals in the field. The Centre focuses on achieving the broad mission of the AICTE, which is to bring about much needed improvement in architectural and planning education. The QIP centre is engaged in conducting of various programmes such as short term courses and training modules. TCQIP is coordinated by a senior faculty of the school.

ADMINISTRATIVE STAFF

C. P. Raghav

Registrar

Jagjeet Kaur

Assistant Registrar

Anuj Bhardwaj

Assistant Registrar

Girish Kumar

Assistant Registrar

N.S. Dhami

Library & Information Officer

Ashok Kumar

Library & Information Officer

Revathy Shekhar

Senior Personal Assistant

Haresh Lalwani

Section Officer

Rajni Nayar

Section Officer

Surinder Kumar

Assistant Engineer

Shanti Swaroop

Junior System Analyst

Jagdish Kumar

Junior System Analyst

Abhishek Jain

Junior System Analyst

STUDENT ACTIVITIES AND CULTURAL LIFE

Cultural Activities

Extra-curricular activities are an integral part of students' life at SPA. The students run a series of clubs and associations, which center on dramatics, western music, Indian music, photography, etc.. Various students' magazines and wallpapers faithfully, and often provocatively, mirror both the formal and informal dimensions of students' life in the three campuses.

SPANDAN the dramatics club, SANKALP the Indian music group and CODA the Western Music group have several excellent performances to their credit.

SPAKRITI exclusively organizes several Spic-Macay concerts each year featuring the nation's most eminent performing artists.

FEAT (Forum for Exchange of Architectural Thought) regularly organizes lectures and interactions with eminent persons in the fields of architecture and allied disciplines.

UTOPIA, the annual cultural festival conducted by students, features art and craft competitions, debates, discussions, and a variety of cultural events.

SEPIA is the photography club.

EXPRESSION, the biannual student exhibition, gives an opportunity to the students to exhibit their work, both academic and spontaneous statements of creativity in the form of photographs, drawings, paintings, sculpture, and other media.

Students of Planning are members of the NOSPLAN, the National Organization of Students of Planning. Students of Architecture are members of NASA, the National Association of

Students of Architecture. Through these activities, the students get opportunities to interact with their contemporaries from all over the country and to view work approaches in sister institutions for mutual benefit and learning.

All these student activities are managed by Students' Council and Students' Associations, whose members are elected annually by the students. Faculty guidance is available as and when requested, both at the formal and informal level.

Sports and Games

Sports and games have a significant place in the SPA campus. Despite restricted physical infrastructure, the students have access to a swimming pool in the Taimur Nagar residential complex, and facilities for tennis, cricket, basketball, volleyball, gymnastics and aerobics are available between the three campuses. The SPA students have made a name for themselves in inter-university sports by winning medals and trophies. Hiking and trekking expeditions are also organized each year, particularly during the summer vacations. Prof. Dr. V. K. Paul is the current Chairman of Sport Committee. ATHLOS, the annual sports meet is held at the Vasant Kunj Campus.

The SPA Alumni Association

In 1992, few Delhi based alumni of the School established the first officially recognized and registered alumni association, with the Director as patron. The SPA Alumni organized the Golden Jubilee celebrations of the Department of Architecture the same year. This Association has tremendous potential for playing a very active supporting role in the future development of the School.

ACADEMIC CALENDAR

AUTUMN SEMESTER

WINTER SEMESTER

FOR THE SESSION 2014-15

1.	Registration in respective Departments	21 st July, 2014
2.	Orientation	22 nd July 2014
3.	Beginning of Classes	23 rd July 2014
4.	Joint Sensetization Program on freshers and senior students on crubing the menace of Ragging	24 th July 2014
5.	Payment of fees and other dues by regular students (UG/PG/PhD)	23 th July 2014 – 14 th August 2014
6	Closing of Admissions for P.G. Courses	19 th August 2014
7.	Foundation Day/ UTOPIA	October/ November 2014
8.	Mid Term Break	1 st October 2014 - 7 th October 2014
9.	Convocation	November 2014
10.	Preparatory Leave for Examinations of UG /PG Courses	4 th December 2014 - 10 th December 2014
11.	Examinations UG / PG (All Courses) and Studio Juries for B.Arch.	11 th – 23 rd December 2014
12.	NOSPLAN	28 th December 2014 31 st December 2014
13.	Winter Vacation	24 th December 2014 to 4 th January 2014 (both days inclusive)

12	Opening of semester/term	5 th January 2015
	NASA	19 th January 2015 - 23 rd January 2015
13	ATHLOS	February 2015
14.	Preparatory Leave for Examinations for all the Courses	30 th April 2015 - 6 th May 2015
15.	Examinations (both UG/ PG) Theory Papers	7 th May 2015 - 23 rd May 2015
16.	Summer Vacation	24 th May 2015 - 19 th July 2015

ACADEMIC SYSTEMS

INSTRUCTION & EXAMINATION

The medium for Instruction is English. Students are advised to attain a high level of proficiency in the language, suitable for meaningful communication in professional matters.

Classroom instruction in a particular program is as per the COURSES OF STUDY. It may consist of lectures, tutorials, or studio sessions, which may be complemented by field trips. All Undergraduate and Postgraduate programmes lay major emphasis on skill development, critical thinking and creative application towards achieving a well-rounded professional education under the supervision and guidance of the faculty. It is of utmost importance for students to participate consistently in the classes, as most of the learning is interactive and cannot be substituted by merely reading notes.

The School follows the Semester System of Examination in all its programmes, including Doctoral programme.

The result of a student is based on the SCHEME OF EXAMINATION of a particular programme, which includes a comprehensive review of the student's performance throughout the semester as assessed by the subject teachers concerned (Internal Assessment) as well as the score of the end-of-semester examinations. These may be written papers, viva-voce or presentations to a jury which may have members other than the School faculty (External Examination). Students who do not pass in Internal Assessment in a subject will not be eligible to appear for the external examination in that subject.

Students should familiarize themselves with the courses of study and scheme of examination contained in the approved curriculum of their programme as well as the rules of examination that apply thereto.



Rules of Examinations

(as recommended by the Academic Council in its 51st Meeting held on July 22, 2011 and approved by the Executive in its 86th meeting held on 25th August, 2011 vide Resolution No. 913)

1.0 Definitions

- i. 'University' shall mean the School of Planning and Architecture, New Delhi, Deemed to be a University
- ii. 'Director' shall mean the Director of the School of Planning and Architecture, New Delhi
- iii. 'Dean' shall mean the Dean of Studies of the School of Planning and Architecture, New Delhi
- iv. 'Registrar' shall mean the Registrar of the School of Planning and Architecture, New Delhi
- v. 'Controller of Examinations' shall mean the faculty in-charge of the Examinations of the School of Planning and Architecture, New Delhi
- vi. 'Superintendent of Examinations' shall mean the faculty in-charge for the actual conduct of Under-Graduate, Post-Graduate Semester and Supplementary Examinations of the School of Planning and Architecture, New Delhi
- vii. 'Head of the Department' shall mean the Head of any of the Department of Studies of the School of Planning and Architecture, New Delhi
- viii. 'Faculty' shall mean the faculty of the School of Planning and Architecture, New Delhi (including Visiting Professor and Visiting Faculty)
- ix. 'Studio / Laboratory Coordinator' shall mean the faculty in-charge of the conduct of a particular Studio Laboratory Subject
- x. 'He' shall mean he / she
- xi. 'Regular Student' shall mean a student who is required to pursue the prescribed course of study in any subject for a particular examination, according to the conditions of the Rules of Examination.
- xii. 'Studio / Laboratory subject' shall mean subjects defined so by the approved curriculum of each Department.
- xiii. 'Subject' shall be as defined by the curriculum in case of two parts these shall be called courses of the same subject.
- xiv. 'Semester' shall mean semester as notified in the academic calendar of the School Autumn Semester (July to December) and Winter Semester (January to May)
- xv. 'Year' shall mean academic year as notified in the academic calendar.
- xvi. 'Attendance' shall mean the record of the presence of the student in the classes/ studios/ Laboratories held according to academic calendar of Theory and Studio/Laboratory, Subjects, to be maintained for each semester Autumn and Winter, for each academic year.
- xvii. 'Internal Assessment' shall mean the marks allotted periodically to the work done in a Semester as laid down in the Academic Programme (Syllabus).
- xviii. 'Syllabus' shall mean the prescribed course programme and the Scheme of Examination of a course programme as approved by the Academic Council.
- xix. 'External Evaluation' shall mean the marks awarded to the semester's work by External Jury and/or the marks awarded by the examiners for theory papers held at the end of each Semester, except for 'IO' courses.
- xx. 'Internal Only (IO)' courses shall be those which do not have any External Evaluation and the Semester examination consists of Internal Assessment only.
- xxi. 'Internal External (IE)' courses shall be those which have both Internal Assessment and External Evaluation.
- xxii. 'Aggregate' shall mean the sum total of the marks obtained by a student in all the subjects over a whole examination.
- xxiii. 'Degree' shall mean the Degree to be awarded to a student on passing the final examination of the School according to the approved Programmes of the School.

2.0 Name of University Examination

Bachelor of Architecture	Bachelor of Planning	Master's Courses in the relevant disciplines
i. Semester Examination	i. Semester Examination	i. Semester Examination
ii. Semester Examination	ii. Semester Examination	ii. Semester Examination
iii. Semester Examination	iii. Semester Examination	iii. Semester Examination
iv. Semester Examination	iv. Semester Examination	iv. Semester Examination
v. Semester Examination	v. Semester Examination	
vi. Semester Examination	vi. Semester Examination	
vii. Semester Examination	vii. Semester Examination	
viii. Semester Examination	viii. Semester Examination	
ix. Semester Examination		
x. Semester Examination		

3.0 Eligibility Conditions

3.1 Attendance

3.1.1 A student will be eligible to appear in the external examination if he/ she has minimum 75% attendance on an average in overall lectures, tutorials, studio, laboratories conducted taken together in all subjects and a minimum of 50% classes separately in each lectures, tutorials, studio, laboratories. In the event of the student failing to achieve 75% attendance, the student will be detained and will have to repeat the year in all subjects including thesis/ studios/ practical.

3.1.2 Attendance shall be marked on an hourly basis i.e. studio/ Lab of 3 hours

shall carry 3 attendances and will be marked thrice. A lecture of 2 hours will have 2 attendances and shall be marked twice.

3.1.3 Students shall be entitled to six studio attendance per day on field trips (3 for forenoon and 3 for afternoon).

3.1.4 Attendance shall be computed semester wise and uploaded on the website of the School every month.

3.1.5 Attendance of students who join after the second, third and subsequent admission lists will be calculated from the date of joining.

3.1.6 Medical leave etc. shall be included in the 25% permissible absence only.

No further relaxation will be given on medical grounds.

3.1.7 Participation in NASA/ NOSPLAN etc. with permission of the School will be treated as 'attendance'.

3.2 Fees

3.2.1 A student will be eligible to appear in the external examination only if he/ she has paid all the prescribed tuition/ examination fees and applicable hostel dues.

3.3 Pass Percentage in Internal Assessment

3.3.1 A student should have secured a minimum of 40% marks in the aggregate of all assessments in a subject held during the Semester, except for 'IO' subjects. In each semester, in the case of subjects, for which internal assessment is required, minimum two assessments shall be made for assessing the performance of the students in the concerned subject(s). Marks awarded for each assessment shall be formally announced by the teacher(s) concerned from time to time.

3.3.2 A student, who secures less than 50% marks for subjects which have only Internal Assessment (IO) shall be considered to have failed the subject and will be required to repeat the subject in the subsequent Academic Year.

3.3.3 A student who secures less than 40% marks in internal assessment (50% for 'IO' subjects) shall be detained and will not be permitted to appear for external examinations and shall have to repeat that whole semester again. Such a student shall attend all the classes again, for that subject.

3.4 Basis of Internal Assessment

3.4.1 Performance of the student shall be assessed on a continuous basis in each Semester. The teacher(s) concerned may, in consultation with the Head of the Department, adopt any of the methods, viz, written test, viva-voce, class assignments, studio work, seminar, practical, term paper, tutorial, etc. for assessing the performance of the student. Method of assessment shall be announced by the faculty at the beginning of the Semester.

3.4.2 Format for assessment for Planning/ Design/ Thesis Studio/ Laboratory subjects shall be decided by the Thesis/ Studio/ Laboratory Coordinator and faculty concerned with respect to assessment criteria as well as weightages assigned to different stages of work and be informed to the students. A minimum of four assessments shall be made for studio subjects. Marks will be announced by the teacher(s) periodically.

4.0 External Examination

4.1 Appointment of Examiners

4.1.1 External examiners for theory papers would be appointed by the Director on recommendation of the Head of the Department and with the approval of the Dean of Studies.

4.1.2 The External Jury for Planning/ Design/ Thesis examinations shall consist of four members, of whom two will be External Members to be appointed by the Director on recommendation by the Head of the Department and with approval of the Dean of Studies, and two Internal Members. Head of the Department or his nominee and Studio Coordinator / In – Charge.

5.0 Minimum Qualifying Marks

A student shall be considered to have passed the semester examination if he / she has secured

- i. A minimum of 40% marks in each and every subject in the internal assessment, except for 'IO' subjects where the pass percentage is 50.
- ii. A minimum of 40% marks in each and every theory, Planning / Design / Thesis Studio / Laboratory subject in the external examination and
- iii. A minimum of 50% marks in aggregate of both internal and external marks taken together in that subject

iv. A student failing to get 50% marks in aggregate of both internal and external marks taken together shall have to repeat the internal assessment as well as take the supplementary examination in that subject(s).

6.0 Promotion to the Next Academic Year

A student failing in up to only two theory subjects in the external examination per semester shall be promoted to the next semester. The student must clear these subjects in the subsequent supplementary examinations.

7.0 Supplementary Examinations

7.1 There shall be two supplementary examinations per year (one per semester), only for theory subject. However a student may be permitted to have supplementary examination in thesis.

7.2 There would not be any supplementary examination for 'IO' subjects and for studio/ design/ laboratory subjects.

7.3 A student may appear for a maximum of four subjects in Supplementary examinations per year @ two subjects in one semester.

7.4 In all such cases where a student is allowed to take the supplementary examination and has passed the examinations the minimum pass marks will be taken as marks obtained in that subject irrespective of the marks actually scored in the supplementary examination.

7.5 In case the student is unable to pass all

(maximum four per year) subjects in the supplementary examinations, he will have to repeat the course and attend the classes only for the failed subjects next year and reappear in the examinations.

8.0 Time Bar for Completion of Course

- 8.1 Students of the B.Arch. course shall pass (a) the I B.Arch. (both semesters) within two academic years of joining the course, (b) the IV B.Arch. (all 8 semesters) examination within six years of joining the course and (c) the final examination (all 10 semesters) within nine years from date of joining the course.
- 8.2 Students of B. Planning course shall pass (a) the I B. Planning (both semesters) within two academic years of joining the course and (b) the IV B. Planning (all 8 semesters) within a maximum of seven years from the date of joining the course.
- 8.3 Students of Post Graduate Programmes shall complete the course within three years of joining the course.
- 8.4 Students who fail to pass the examinations within the prescribed time limits shall leave the programme and not be allowed to rejoin the course.

9.0 Classification of Results for the Award of Degree

- 9.1 There shall be no classification of results of the semester examinations. The result will be classified at the end of the course. Candidates

who pass the examination in subject / subjects in more than one attempt, the minimum marks prescribed for passing the subject(s) but not the marks obtained by them in the relegated subjects at the subsequent examinations shall be taken into account for determining the aggregate marks obtained at the examinations in theory papers / thesis examination.

- 9.2 Those students obtaining 50% marks and above but less than 60% in the aggregate of all examinations of all theory papers, studios, labs and thesis, etc. shall be awarded Second Class.
- 9.3 Those students obtaining 60% marks and above but less than 75% marks in the aggregate of all the examinations of all theory papers studios, labs and thesis, etc. shall be awarded First Class.
- 9.4 Those students obtaining 75% marks and above in the aggregate of all the examinations of all theory papers, studios, labs and thesis, etc. and have passed all the examinations in the first attempt, shall be awarded First Class with Distinction.

10.0 Moderation of Results

- 10.1 Moderation is not a 'Matter of Right' and is at the discretion of the 'Board of Moderators'.
- 10.2 The 'Board of Moderators' shall consist of:
 - 10.2.1 Dean of Studies, as Chairperson,
 - 10.2.2 Head of the Concerned / Coordinating Department,

10.2.3 Head of a sister Department appointed by the Director,

10.2.4 One Member, appointed by the Director and

10.2.5 Controller of Examinations, as Secretary

- 10.3 The 'Board of Moderators' may consider an award of up to 5 grace marks or 5% of the external component (whichever is less) in a theory subject only, in which the candidate has failed
- 10.4 However, the additional marks for moderation can be given for a maximum of two theory subjects per semester only, provided the candidate is able to clear the semester as a result of moderation.

11.0 Malpractices and Use of Unfair Means

- 11.1 A student shall not be allowed to appear in theory / external jury examination if he is late beyond 30 minutes and would have to appear in supplementary examination or repeat the year in case of external jury.
- 11.2 Use of unfair means / indulging in breach of discipline, and / or disturbing or disrupting the examination would also result in failure in examination of the subject specific or the entire semester and / or disciplinary action including expulsion for a specified period or rustication from the School.
- 11.3 Any disciplinary action related to conduct of theory examination would be based on the

report of the Superintendent of Examinations forwarded to the Controller of Examinations.

11.4 The Committee to deal with the cases of Malpractices and Use of Unfair Means shall consist of:

11.4.1 Dean of Studies As Chairperson;

11.4.2 Head of the concerned/coordinating Department;

11.4.3 The concerned Superintendent of Examinations; and

11.4.4 Controller of Examinations as Secretary.

UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009.

(Under Section 26 (1) (g) of the University Grants Commission Act, 1956) F.1-16/2007(CPP-II) Dated 17th June, 2009

PREAMBLE

In view of the directions of the Hon'ble Supreme Court in the matter of "university of Kerala v/s. Council, Principals, Colleges and others" in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and

eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

1. Title, commencement and applicability :

- 1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".
- 1.2 They shall come into force from the date of their publication in the official Gazette.



1.3 They shall apply to all the Institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

2. Objectives :

To prohibit any conduct by any student of students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating

a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. What constitutes Ragging

Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche

- d. of such fresher or any other student;
- d. any act by senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person'
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that effects the mental health and self-confidence of fresher or any other student

With or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

4. Definitions :

- 1) In these regulations unless the context otherwise requires,
 - a) "Act" means, the University Grants Commission Act, 1956 (3 of 1956):

- b) "Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.'
- c) "Anti-Ragging Help line" means the Help line established under clause(a) of Regulation 8.1 of these Regulations.
- d) "Commission" means the University Grants Commission'
- e) "Council" means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
- f) "District Level Anti-Ragging Committee" means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
- g) "Head of the Institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
- h) "Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
- i) "Institution" means a higher educational institution including, but not limited to an university, deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
- j) "NAAC" means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act'
- k) "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.
- 2) words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.
- 5. Measures for prohibition of ragging at the institution level:**
- a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centers of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,
- b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

6. Measures for prevention of ragging at the institution level:

6.1 An institution shall take the following steps in regard to admission or registration of students; namely,

- a) Every public declaration of intent by any institution, in any electronic, audio-visual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution and anyone found guilty of ragging and/or abetting, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provision of any penal law for the time being in force.
- b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti- Ragging Help line and all the important functionaries

in the institution, including but not limited to the head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub- Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.

- c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.
- d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as

well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.

- e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents guardians of the applicant as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/ guardians of the applicant to the effect that/ he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not

been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/ or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.

- f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/ Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.
- g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/

her parents/ guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.

- h) Before the commencement of the academic session in any institution, the Head of the institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- i) The institution, shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable

to occurrences of ragging incidents.

- j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
- l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
- m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.
- n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance

of the beginning of the academic year with an aim to promote the objectives of this Regulation.

- o) Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counselling to fresher and to other students after the commencement of the academic year,
- p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.

6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;

- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when

required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.

- b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.
- c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
- d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with

the academic environment of the institution.

- e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmers as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations; (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti-ragging committee; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration, (v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instill a feeling of confidence among the freshers.
- f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members,

- to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason' for having reported such incidents.
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostel after the classes are over, shall be ensured by the institution.
- l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the institution.
- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.
- n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organization authorized to do so.
- o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same,, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
- p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or enroute while commuting to the institution using any means of transportation of students, whether public or private.
- q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the

students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3 Every institution shall constitute the following bodies; namely:

- a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as

well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.

- c) Every institution shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times.

Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.

- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or

any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1.

Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may required.

- f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) Every University shall constitute a body to be known as Monitoring Cell on

Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committee, Anti-Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.

- h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate implementation of anti-ragging measures at the level of the institution.

6.4 Every institution shall take the following other measures, namely;

- a) Each hostel or a place where groups of students reside, forming part of

the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents or ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.

- b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provide with a mobile phone by the institution, the number of which shall be publicized among all students residing in the hostel.
- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
- d) The professional counsellors referred to under clause (o) of Regulation 6.1 of these regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life

ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.

- e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
- f) In order to enable a student or any person to communicate with the Anti-Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in classrooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.
- g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.
- h) The institution shall obtain an undertaking from every employee of the institution including all teaching

and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the building/ lawns and employees of service providers providing services within institution, that he/she would report promptly any case of ragging which comes to his/her notice.

- i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
- j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their-employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or member of the Anti-Ragging Committee or the Wardens, as may be required.
- k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme

for teachers include inputs relating to anti- ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.

- l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and cross-check whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.
- m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been Punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.
- n) Notwithstanding anything contained in these Regulations with regard

to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution. Whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.

- o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.
- p) The Vice-Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

7. Action to be taken by the Head of the institution:

On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;

- xv. Attempts to commit any or all of the above mentioned offences against the victim(s)
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s)
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/ local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and Responsibilities of the Commission and the Councils :

8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;

- a) The Commission shall establish, fund and operate, a toll- free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related

incidents.

- b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.
- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- e) The Commission shall maintain an

appropriate data base to be created out of affidavits, affirmed by each student and his/ her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.

- f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorized by the Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

- a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.
- b) The Commission shall verify that the

institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.

- c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.
- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorized accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the

Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.

- g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administrative action in the event of ragging.-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature

and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
- i. Suspension from attending classes and academic privileges.
 - ii. With holding/ withdrawing scholarship /fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension/ expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for period ranging from one to four semesters.
 - ix. Expulsion from the institution and consequent debarring from to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

- c) An appeal against the order of punishment by the Anti- Ragging Committee shall lie,
- i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University.
 - ii. in case of an order of a University, to its Chancellor.
 - iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

- i. Withdrawal of affiliation/recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University.

Provided that where an institution is

prohibited from presenting its student or students, the Commission shall make suitable arrangement for the other students so as to ensure that such students are able to pursue their academic studies.

- iii. Withholding grants allocated to it by the university, if any
- iv. Withholding any grants chanelled through the university to the institution.
- v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and

such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 12B of the Act.
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspaper or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time

as the institution complies with the provisions of these Regulations.

Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

Sd/-

(Dr. R. K. Chauhan)
Secretary

ANNEXURE I

AFFIDAVIT BY THE STUDENT

- 1) I, _____ (full name of student with admission/ registration/ enrolment number) s/o d/o of Mr./ Mrs./ Ms. _____, having been admitted to School of Planning and Architecture, New Delhi have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the

Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month)

_____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month) _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE II

AFFIDAVIT BY PARENT/GUARDIAN

- 1) I, Mr./ Mrs./ Ms. _____ (full name of parent/guardian) father/mother/guardian of _____ (full name of student having been admitted to with admission/ registration/ enrolment number, School of Planning and Architecture, New Delhi) have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my

ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month) _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

Towards making SPA-D Inclusive, Safe and Pro-active

As per the law of the land Sexual Harassment of Women is an offence. Sexual Harassment means and includes unwelcome sexually determined behavior such as:

- Physical contact and advances;
- A demand or request for sexual favors;
- Sexually – colored remarks;
- Showing of pornography;
- Unwelcome physical, verbal or non verbal conduct of sexual nature;
- Sexual or indecent gestures and indication;
- Entry into private place marked for female employees and students, with the intent to commit mischief and harassment;
- Taking of photographs of female workers/ staff without permission; converting photographs and other images into visually offensive and/or pornographic material and circulating the same in any manner including electronic media;
- All such acts and conducts against women (employees and students), which amount to commission of offence defined in the Indian Penal Code.

Sexual Harassment is humiliating, hurts the dignity of the victim, causes mental torture, fear and anxiety and can lead to mental and physical problems of persons subjected to such behavior.

Let us make the Campuses of School of Planning and Architecture an Inclusive and Safe Teaching-Learning-Work Environment for All. For this we have created a Complaints Cell of faculty and staff of the School whom you may reach out to for help. This Cell comprises of the following persons:

Dr. Aruna Ramani Grover,

Prof. of Architecture

Mr. Parag Anand

Associate Prof. of Industrial Design

Ms. Jagjeet Kaur

Assistant Registrar

Dr. Poonam Prakash

Associate Prof. of Physical Planning

Ms. Moulshri Joshi

Assistant Prof. of Architecture



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