

D R COLLEGE OF ENGINEERING AND TECHNOLOGY, PANIPAT

REPORT ON STUDENTS' CHARTER

A. Admission and Registration

Details are available in the college web site: www.drcolleges.com

B. Teaching, Learning and Academic Guidance:

Syllabus of each program of study is distributed to all the registered candidates. The lesson plan showing the topics to be covered in each class is prepared by the respective faculty members and a copy of the same is made available to the students. The assessment procedure has been explained to the students by the respective faculty members. The academic calendar showing the schedule of various events such as cultural and sports activities, sessional date sheet etc. is prepared and displayed in the college notice board.

C. Tutorial Support

Personal tutor (Teacher Guardian) scheme is implemented to provide personal support and academic guidance to the students. The details of the scheme are enclosed in Appendix 1.

D. Student Academic Representation and Evaluation

The faculty–student committee will be formed from next semester (even, 2009-10). The feedback from the students on the faculty has been taken for the odd semester (2009-10).

E. Academic Services

Academic services like library services, computing facilities, language laboratory are provided to the students and the feedback from these sections are yet to be taken.

F. Student Services

The following committees are formed to oversee the functioning of various activities of the college. These committees consist of faculties and students as members and meet as and when required.

1. Canteen committee
2. Cleanliness committee
3. Cultural Committee
4. Sports Committee
5. Medical Committee

G. Health, Safety and Security

The information regarding Health and security is available in the college web site: www.drcolleges.com

H. Personal Development

The college provides enough opportunities to the students to participate in extra-curricular activities such as, sports, cultural, personality development. The college encourages the students to take up innovative technical projects from the first year itself.

I. Complaints, Appeals and Grievance Procedures

All formal complaints, appeals and grievance of students and faculty members will be addressed to Head of the Institution (HOI). The HOI will form an enquiry committee that will conduct a detailed enquiry and send the report to the HOI. The HOI will take a suitable action based on the recommendation of the enquiry committee report.

Principal