

SUBJECT: ADMISSION TO GALGOTIAS UNIVERSITY 2016 – 17 BATCH

Dear Students,

Congratulations on securing admission to the Galgotias University. Your stay at Galgotias University will be a time of personal and intellectual discovery, growth and one that will shape your understanding of the corporate/industrial world. We welcome you to the Galgotias University family.

All incoming first year students must attend the orientation session. Students will have an opportunity to meet peers, faculty and staff and learn about campus resources.

Please note the following important dates:

<p>Reporting details for Hostellers</p>
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All students who have opted for Hostels are required to report as per schedule given below:

FOR BOYS - Venue : *Galgotias University, Plot No.2, Sector 17-A, Yamuna Expressway, Greater Noida, U.P.*

FOR GIRLS - Venue : *Galgotias Educational Institutions, 1 Knowledge Park – II, Greater Noida, U.P.*

They will be allotted the hostel Slip/Card & directed to the respective Hostels. They should bring with them the Hostel/Admission Fee Receipt and Hostel registration form duly filled in (Format available in the prospectus) and can also be downloaded from the website.

Reporting dates for Boys Hostellers only

SL.NO.	NAME OF SCHOOL	ROOM NO.	REPORTING DATE & TIME
1	SCHOOL OF COMPUTING SCIENCES AND ENGINEERING (Group A* and B)	A Block Ground Floor A-009, 010, 011	Date : Monday 29 th August, 2016 Time : 10.00 a. m onwards
2	SCHOOL OF HOSPITALITY	A Block, Second Floor A-219	
3	SCHOOL OF EDUCATION	A Block, Second Floor A-227	
4	SCHOOL OF NURSING	A Block, Second Floor A-212	
5	SCHOOL OF MEDIA & COMMUNICATION STUDIES	A Block Second Floor A-214	Date : Tuesday 30 th August, 2016 Time : 10.00 a.m onwards
6	SCHOOL OF LAW	A Block, Moot court 5 th floor	
7	SCHOOL OF BUSINESS	E -220 in Campus -1	
8	University Polytechnic (DIPLOMA PROGRAMS)	E- Block, Ground Floor in Campus -1	

9	SCHOOL OF MECHANICAL ENGINEERING and SCHOOL OF CHEMICAL ENGINEERING	A Block Ground Floor A-001, 002	<p>Date : Wednesday</p> <p>31st August, 2016</p> <p>Time : 10.00 a.m onwards</p>
10	SCHOOL OF ELECTRICAL, COMM. ENGINEERING	C Block, First Floor C-110	
11	SCHOOL OF BASIC & APPLIED SCIENCES	A Block, Ground Floor A-010	
12	SCHOOL OF HUMANITIES AND SOCIAL SCIENCES	A Block, Ground Floor A-011	
13	SCHOOL OF ARCHITECTURE	C Block, Second Floor C-218	
14	SCHOOL OF MEDICAL AND ALLIED SCIENCES	B Block, Ground Floor B-003	
15	SCHOOL OF CIVIL ENGINEERING	B Block, Ground Floor B-002	
16	SCHOOL OF FINANCE & COMMERCE	A Block, Ground Floor A-009	

** The list of students in School of Computing Science & Engineering in Group A & Group B will be announced later.*

Reporting dates for Girl Hostellers only

SL.NO.	NAME OF SCHOOL	ROOM NO.	REPORTING DATE & TIME
1	SCHOOL OF COMPUTING SCIENCES AND ENGINEERING (Group A* and B)	Galgotias Educational Institutions 1, Knowledge Park II Greater Noida.	Date : Monday 29 th August, 2016 Time : 10.00 a.m onwards
2	SCHOOL OF HOSPITALITY		
3	SCHOOL OF EDUCATION		
4	SCHOOL OF NURSING		
5	SCHOOL OF MEDIA & COMMUNICATION STUDIES	Galgotias Educational Institutions 1, Knowledge Park II Greater Noida.	Date : Tuesday 30 th August, 2016 Time : 10.00 a.m onwards
6	SCHOOL OF LAW		
7	SCHOOL OF BUSINESS		
8	University Polytechnic (DIPLOMA PROGRAMS)		

9	SCHOOL OF MECHANICAL ENGINEERING and SCHOOL OF CHEMICAL ENGINEERING	Galgotias Educational Institutions 1, Knowledge Park II Greater Noida.	Date : 31 st August, 2016 Time : 10.00 a.m onwards
10	SCHOOL OF ELECTRICAL, COMM. ENGINEERING		
11	SCHOOL OF BASIC & APPLIED SCIENCES		
12	SCHOOL OF HUMANITIES AND SOCIAL SCIENCES		
13	SCHOOL OF ARCHITECTURE		
14	SCHOOL OF MEDICAL AND ALLIED SCIENCES		
15	SCHOOL OF CIVIL ENGINEERING		
16	SCHOOL OF FINANCE & COMMERCE		

** The list of students in School of Computing Science & Engineering in Group A & Group B will be announced later.*

ORIENTATION AND REGISTRATION SCHEDULE (For All Students)

Monday 29th August, 2016

Sl. No	Name of School	Orientation date, time & venue	Registration date, time & venue	Name of Deans
1.	SCHOOL OF COMPUTING SCIENCES AND ENGINEERING	Date : 29th August, 2016 (CAMPUS - I) Time: 10.00 am to 11.30 am (Group A)* Time : 11.45 am to 01.15 p.m (Group B)* Venue: Campus - 1, New Building Auditorium, Plot No.1, Knowledge Park - II, Greater Noida.	Date : 29th August, 2016 (CAMPUS - I) Time : 10.00 a.m to 11.30 a.m (Group B)* Time : 11.45 am to 1.15 p.m (Group A)* Venue: Campus - 1, New Building Auditorium, Plot No.1, Knowledge Park - II, Greater Noida.	Prof. Parma Nand Astya Dean Ph: 9810446717 Prof. Ajay Shanker Singh Program Chair (B.Tech +IBM) Ph: 9958077063
2.	SCHOOL OF HOSPITALITY	Date : 29th August, 2016 (CAMPUS - II) Time: 10.00 am to 12.30 pm Venue: Seminar Room No. A 205, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 29th August, 2016 (CAMPUS - II) Time : 1.30 p.m to 4.00 p.m Venue: Room No. A 219, Galgotias University, Yamuna Expressway, Greater Noida, UP	Prof. Onkar Mehra Dean Ph: 9811113228
3.	SCHOOL OF EDUCATION	Date : 29th August, 2016 (CAMPUS - II) Time: 10.00 am to 12.30 pm Venue: Block A, Room No. A 227, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 29th August, 2016 (CAMPUS - II) Time : 2.00 p.m to 5.00 p.m Venue: Room No. A 227, Galgotias University, Yamuna Expressway, Greater Noida, UP	Dr. Satyendra Gupta Dean Ph: 9899696608
4.	SCHOOL OF NURSING	Date : 29th August, 2016 (CAMPUS - II) Time: 1.30 pm to 4.00 pm Venue: Seminar Room No. A 206, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 29th August, 2016 (CAMPUS - II) Time: 10.00 a.m to 12.30 p.m Venue: Room No. A 212, Galgotias University, Yamuna Expressway, Greater Noida, UP	Mrs. Deepa Vice Principal SON Ph: 8826082833
		* GROUP DETAILS WILL BE PROVIDED LATER ON		

ORIENTATION AND REGISTRATION SCHEDULE (For All Students)

Tuesday 30th August, 2016

1.	SCHOOL OF MEDIA & COMMUNICATION STUDIES	Date : 30th August, 2016 (CAMPUS - II) Time: 10.00 am to 12.30 pm Venue: Seminar Room No. A 206, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 30th August, 2016 (CAMPUS - II) Time : 2.00 p.m to 5.00 p.m Venue: Room No. A 214, Galgotias University, Yamuna Expressway, Greater Noida, UP	Prof. Amitabh Srivastava Dean Ph: 09711890371
2.	University Polytechnic (DIPLOMA PROGRAMS)	Date : 30th August, 2016 (CAMPUS - I) Time: 01.30 pm to 04.00 pm Venue: Campus - 1, A- Block, Seminar Hall Plot No.1, Knowledge Park - II, Greater Noida	Date : 30th August, 2016 (CAMPUS - I) Time : 10.00 a.m to 12.30 p.m Venue: Campus - 1, A- Block, Seminar Hall Plot No.1, Knowledge Park - II, Greater Noida	Prof. K.M .Dixit Principal University Polytechnic Ph: 9412279679
3.	SCHOOL OF LAW	Date : 30th August, 2016 (CAMPUS - I) Time: 10.00 am to 12.30 pm Venue: Campus - 1, New Building Auditorium, Plot No.1, Knowledge Park - II, Greater Noida.	Date : 30th August, 2016 (CAMPUS - II) Time: 1.30 pm to 5.00 pm Venue: Moot Court, Galgotias University, Yamuna Expressway, Greater Noida, UP	Dr. Kiran Rai Acting Dean Ph: 8860471555
8.	SCHOOL OF BUSINESS	Date : 30th August, 2016 (CAMPUS - I) Time: 1.30 pm to 4.00 pm Venue: Campus - 1, New Building Auditorium, Plot No.1, Knowledge Park - II, Greater Noida.	Date : 30th August, 2016 (CAMPUS - I) Time: 10.00 a.m to 12.30 p.m Venue: E Block Room no E220 Campus - 1, Plot No.1, Knowledge Park - II, Greater Noida.	Prof. Sadananda Prusty Dean Ph: 9654396849

ORIENTATION AND REGISTRATION SCHEDULE (For All Students)

Wednesday 31st August, 2016

1.	SCHOOL OF FINANCE & COMMERCE	Date : 31st August, 2016 (CAMPUS - II) Time: 1.30 pm to 4.00 pm Venue: Room No. A 125, Galgotias University, Yamuna Expressway, Greater Noida, UP.	Date : 31st August, 2016 (CAMPUS - II) Time: 10.00 a.m to 12.30 p.m Venue: Room No. A 009, Galgotias University, Yamuna Expressway, Greater Noida, UP	Mrs. Chabi Gupta Acting Dean Ph: 9891522880
2.	SCHOOL OF MECHANICAL ENGG. & SCHOOL OF CHEMICAL ENGINEERING	Date : 31st August, 2016 (CAMPUS - I) Time: 1.30 pm to 4.00 pm Venue: Campus - 1, New Building Auditorium, Plot No.1, Knowledge Park - II, Greater Noida.	Date : 31st August, 2016 (CAMPUS - II) Time : 10.00 a.m to 12.30 p.m Venue: Room No. A 001 & 002 Galgotias University, Yamuna Expressway, Greater Noida, UP	Dr. Pawan Kumar Singh Nain Dean Ph: 9013562611
3.	SCHOOL OF CIVIL ENGINEERING	Date : 31st August, 2016 (CAMPUS - II) Time: 10.00 am to 11.30 am Venue: Seminar Room No. A 205, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 31st August, 2016 (CAMPUS - II) Time: 01.30 pm to 03.00 pm Venue: Room No. B-002, Galgotias University, Yamuna Expressway, Greater Noida, UP	Dr. Suprakash Biswas Dean Ph: 9560824231
4.	SCHOOL OF ELECTRICAL, COMMUNICATION ENGINEERING	Date : 31st August, 2016 (CAMPUS - II) Time: 1.30 pm to 5.00 pm Venue: Block C, Room No. C -213, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 31st August, 2016 (CAMPUS - II) Time : 10.00 a.m to 12.30 p.m Venue: Room No. C 110, Galgotias University, Yamuna Expressway, Greater Noida, UP	Dr. Sibaram Khara Dean Ph: 9871071696 Dr. Dilip Debnath Ph: 8394926289
5.	SCHOOL OF BASIC & APPLIED SCIENCES	Date : 31st August, 2016 (CAMPUS - II) Time: 10.00 am to 12.30 pm Venue: Seminar Room No. A 206, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 31st August, 2016 (CAMPUS - II) Time : 1.30 p.m to 5.00 p.m Venue: Room No. A -010, Galgotias University, Yamuna Expressway, Greater Noida, UP	Prof. Bimal Sarkar Dean Ph:9411275952
6.	SCHOOL OF HUMANITIES AND SOCIAL SCIENCES	Date : 31st August, 2016 (CAMPUS - II) Time: 1.30 pm to 4.30 pm Venue: Seminar Room No. A 206, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 31st August, 2016 (CAMPUS - II) Time : 10.00 a.m to 12.30 p.m Venue: Room No. A 011, Galgotias University, Yamuna Expressway, Greater Noida, UP	Prof. Gopa Bhardwaj Dean Ph:9810721112
7.	SCHOOL OF ARCHITECTURE	Date : 31st August, 2016 (CAMPUS - II) Time: 10.00 am to 12.30 pm Venue: Block C, Room No. C 218, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Date : 31st August, 2016 (CAMPUS - II) Time : 2.00 p.m to 5.00 p.m Venue: Room No. C 218, Galgotias University, Yamuna Expressway, Greater Noida, UP	Dr. Rajeev Garg Dean Ph: 9971009798
8.	SCHOOL OF MEDICAL	Date : 31st August 2016 (CAMPUS - II)	Date : 31st August 2016 (CAMPUS - II)	Dr. Pramod Kumar Sharma

	& ALLIED SCIENCES	Time: 10.00 am to 12.30 pm Venue: Room No. A 125, Galgotias University, Yamuna Expressway, Greater Noida, UP - 203 201	Time : 01.30 p.m to 04.00 p.m Venue: Room No. A-009, Galgotias University, Yamuna Expressway, Greater Noida, UP	Dean Ph: 9415187002
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*** GROUP DETAILS WILL BE PROVIDED LATER ON**

II - REGISTRATION

For Registration the students should bring the following documents:

1. Admission Fee Receipt
2. Two passport size photographs
3. The students, who had been given provisional admissions, should bring the proof of having fulfilled the eligibility conditions, if their results have been declared.
4. B.Arch students should also bring self attested photocopies of following (a) 10+2 Marksheet (b) 10+2 Certificate (c) NATA Score Card total 04 Photos.

III - GENERAL GUIDELINES

The following guidelines have been laid down in order to maintain discipline and decorum in the campuses. All students are expected to strictly comply with these instructions.

Conduct

Students should conduct themselves in a professional and courteous manner at all times.

Dress Code

Students are expected to dress in smart casuals at all times. They should be well groomed and neatly attired. Students are permitted to wear only shoes/sandals. Hawai chappals are not to be worn in the University academic blocks.

Dress Code for School of Law:- Boys are supposed to come in white shirt and black trousers and Girls have to wear either Black Salwar & white Kurta or Black trouser and white shirt. In winters, Black Blazer is compulsory for all the Law students.

Dress Code for School of Hospitality:- Boys & Girls are supposed to come in white shirt, black trousers, black tie and black oxford shoes with laces. In winters, Black Blazer is compulsory for all Hospitality students.

Punctuality and Attendance

All students are expected to be punctual and attend classes regularly. The students should have a minimum of 75% attendance to take the University examinations. Parents/Guardians of those students whose attendance is low will be intimated. It will be the duty of the parent/guardian to ensure that their wards attend classes regularly and avoid recurrence of low attendance by them in the future.

Anti - Ragging Guidelines

As per the orders of the Honorable Supreme Court of India, Prohibition of Ragging in educational institutions Act, 2010 and UGC Regulations and Guidelines, Galgotias University has instituted stringent anti-ragging measures to root out ragging in all its forms and has made provisions for strict punishments to defaulters.

Identity Card

All students should carry their identity cards with them at all times. Students should report the loss of identity cards in writing to the administrative office within 24 hours explaining the circumstances under which it was lost.

I am confident that you will take full advantage of all that the University has to offer through active and regular participation to ensure a bright career ahead.