

॥ साध्याय स्वाहा इदं नमः ॥



ESTD : 1996



V.V.P.
ENGINEERING
COLLEGE

STUDENT
HANDBOOK

CLICK TO SCAN



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V.V.P. Engineering College

राष्ट्राय स्वाहा इदं न मम ।



Vision

- ❑ To be an exemplary institute, transforming students into competent professionals with human values.

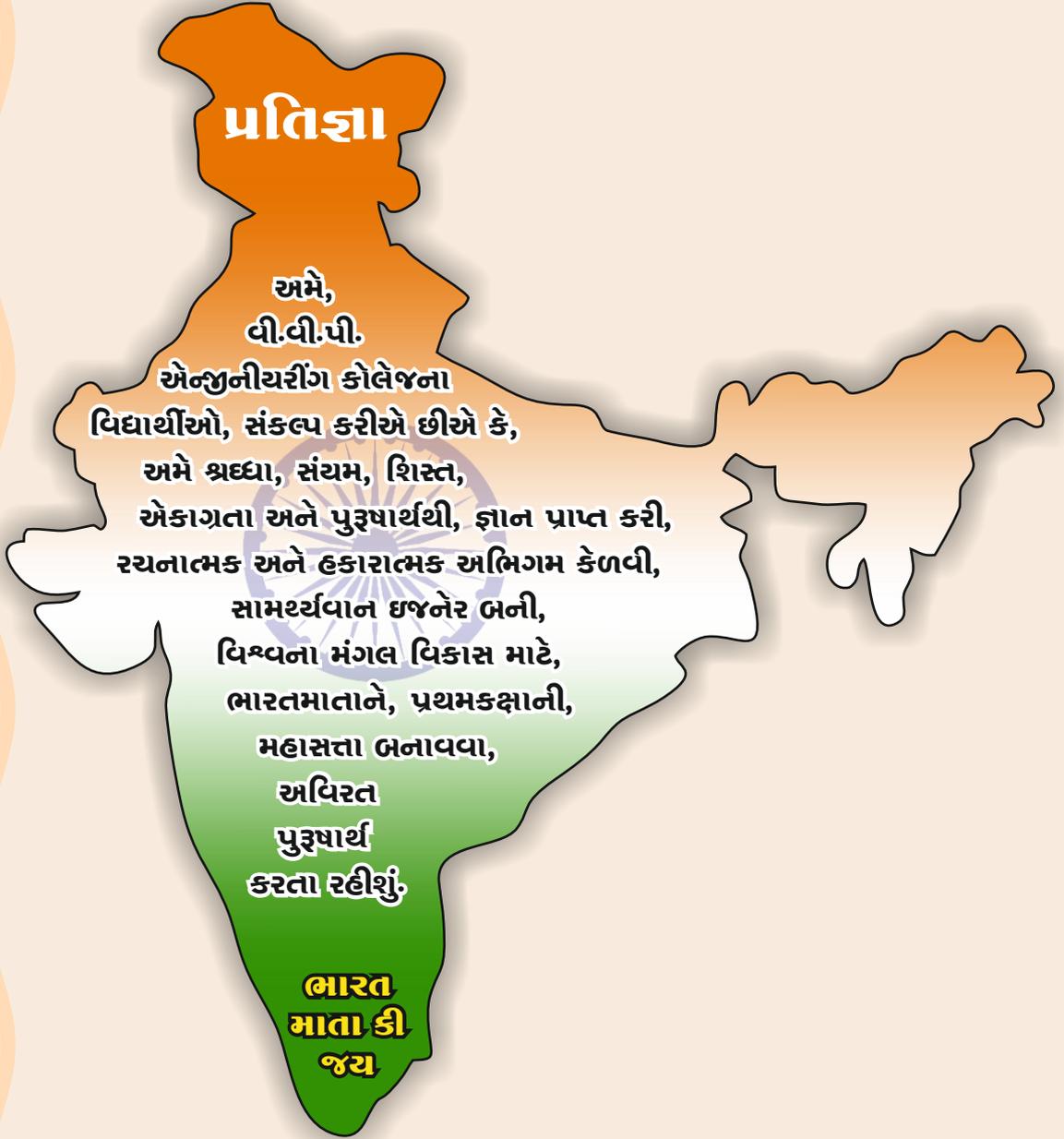
Mission

- ❑ To provide a conducive academic environment for strengthening technical capabilities of the students.
- ❑ To strengthen linkage with industries, alumni and professional bodies.
- ❑ To organize various co-curricular and extra-curricular activities for overall development of the students.
- ❑ To practice good governance and conduct value-based activities for making students responsible citizens.



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એન્જનીયરીંગ કોલેજના
વિદ્યાર્થીઓ માટેની પ્રતિજ્ઞા



વી.વી.પી. એન્જનીયરીંગ કોલેજ
રાજકોટ.

Pledge for the V.V.P. students



MAP OF GUJARAT STATE

Composed by
V.V.P. ENGINEERING COLLEGE

STUDENTS' RULES

COLLEGE RULES & REGULATIONS FOR STUDENTS

01. The reporting time for the students in the college is 7:30 AM and has to regularly attend (a) Lectures (b) Tutorials (c) Practicals (d) Internal Tests (e) Guest lectures and all other academic activities. It is expected that students should also participate in Extra Curricular / Cultural / Sports / Club activities conducted by the Institute.
02. The students will have to inform the Class Teacher / Head of Department for the leave or absence from the college. The students will have to attend all the theory classes and laboratory practical's as per the schedule of the department. The students should not roam around anywhere on the campus during the academic schedule.
03. The students have to appear in all the Internal/Mid Semester Exam/tests conducted by the department. Students will have to follow all the rules of detention as per GTU norms.
04. The students have to attend all the educational tours conducted by the Institute.
05. The students have to complete the term work within four walls of the laboratories.
06. To consume or carry Paan / Gutaka / Tobacco or any intoxicating substance or smoking or eating or bringing non-vegetarian food within the campus is strictly prohibited. The students will have to follow all the standards of cleanliness and shall take care of the environment of the campus.
07. The students should refrain from using unfair means in all the examinations and should not be aiding or abetting in using unfair means in the examinations.
08. The students should wear his/her identity card in the college premises and should produce it when any authorized person asks for it. Students are given year wise different colors of strings of I-Card i.e. Yellow for 1st Year, Purple for 2nd year, Orange for 3rd year and Blue for 4th year & students have to change the string when promoted to next year.
09. The students should inform immediately in case of a change in address and or telephone/mobile number to the class teacher.
10. If student damages any equipment or college property, then he/she will have to pay the loss.
11. The students should not do any type of misuse of internet, intranet, computer software, mobile etc.
12. Use of mobile phone by students is strictly prohibited in the campus. On violation of this rule for the first time, student will have to pay fine of Rs. 500/- and for second time, fine of Rs. 1000/-. However, mobile will be returned to the student on payment of fine in both the cases. On third time violation, mobile will remain in custody of institute for 3 months or student will have to pay fine of Rs. 5000/- to avail the mobile.
13. The students should pay the fees of the institute regularly and need to check for updates on the notice board regularly. If he/she fails to follow, he/she will have to pay the amount of fine amount in the specific duration as decided by the college. If he/she fails to do so, he/she will be detained/may not be allowed to appear in the GTU exam and his/her admission shall be cancelled. If the student does not pay the college tuition fee/term fee till the exam form filling for GTU, the term of the student shall not be granted by the institute.

14. During study-span in the college, in case of any national calamity, outbreak of diseases, pandemic or such other circumstances, when the college is unable to give direct teaching, then students shall cooperate with all the arrangements made by the college for the online education programme, or any academic programme by the university, and shall complete all the academic work and pay the term fees as per rules of the college
15. The students should regularly check the email, Whatsapp, the website of the institute and all the notice boards and will have to act as per the notice and also has to obey and act according to the instructions, information and circulars sent by the college.
16. The students should regularly visit the GTU website www.gtu.ac.in for important announcements and shall obey and follow all the Instructions given on GTU website.
17. The students should not behave indecently inside or outside the institute and not indulge in any work/act that tarnish the image of the college.
18. The students should behave politely with an individual or in a group and will respect all the faculties/staff members of the institute.
19. The students should not indulge in any type of activity that might be illegal or may lead to chaos.
20. Any activities like video shooting, photography, playing musical instruments and listening to the radio, tape recorder, etc. are prohibited and students will not use it within the campus except the permission of the Head of the Institution.
21. The students should turn off the water-taps, lights, fans and electrical gadgets whenever they are not in use, as a part of "Save Energy" and "Save Water" campaign in the college.
22. Students have to park the vehicles properly in the parking area and should drive vehicle in the speed limit within the campus.
23. The students should follow the decent dress code and hairstyle in the college.

Every Tuesday is a Formal Day for all semester students.

24. Student has to pay the whole term fees of ongoing semester even on cancellation of admission in between the term. The fees once paid will not be refunded under any circumstances; even if (1) Terms are not granted by University (2) Admission is cancelled on students request or by authorities.
25. Once the students secure enrollment number from the GTU, student cannot change the branch and college and the institute will not provide N.O.C. for the same.
26. The students should be the member of academic associations like ISTE Chapter and shall pay nominal fees for the same, as per norms.
27. The students should be the life member of the college alumni association and shall pay the membership fees for the same.
28. Keeping in view the demand and facility for students, the college has signed the contract of bus with the third party. Considering the same, the students will have to follow the rules of the bus contract. The College is not directly responsible for the same.

29. The decision of H.O.D./Principal shall be considered as final whether students should be allowed to attend college / participate in workshop /seminar /tour /conference /programme as per the record of discipline/attendance/behavior/result of the student.
30. A six day working schedule from Monday to Saturday is followed. The day begins with a prayer song followed by Vande Mataram which will be played through Central P.A System. The first period will begin at 7:45 AM. The students shall stand in attention till the prayer ends. Those who are standing outside the classroom are also expected to follow this.
31. No student shall enter or leave the classroom when the session is on without the permission of the teacher concerned.
32. Medical leave applications shall be submitted in time, for sanction by HoD and concerned Teachers. Application for medical leave shall be accompanied by valid Medical Certificates.
33. Students are expected to maintain silence in the academic buildings. Any deviant behavior such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline.
34. Access to campus beyond the college timing and on holidays without written Permission from the concerned HoD and Principal will be treated as a case of indiscipline.
35. Accessing Social Networking Sites such as Facebook, Twitter etc. is prohibited within the college campus.
36. Keep the campus neat and clean. Do not put any waste anywhere in the campus except in the waste baskets kept.
37. It is strongly advised to refrain from activities such as scribbling or noting on walls, doors or furniture which could deface the college and destroy the academic ambience.
38. Students are not permitted to arrange any unauthorized celebrations and decorations of any magnitude in the campus.
39. While entering the campus on vehicles speed should be limited up to 20 km... & Horn should not be blower.
40. Students are not permitted to distribute or display (both physically and electronically) material such as notices, banners etc. in the campus without the permission of the authority.
41. Any form of ragging is prohibited and liable to be treated as a criminal offence by the law enforcing agencies as per the directives of the Hon'ble Supreme Court of India.
42. For any grievance student can mail it to grievance.cell@vvpedulink.ac.in or can file through institute website or Student ERP module.
43. During Pandemic, Student has to follow all the rules and regulations as per government Guidelines.
44. The students should follow the rules & all the instructions given by the staff, college/department H.O.D. and the principal. For those points & issues, which are not included in the above list but are considered by the head of the department and the head of the organization, as a part of indiscipline, strict actions will be taken against the students for violation of rules/ norms. The Principal can levy heavy fines also on such students. In cases, where it is required, the students will be detained or rusticated. Principal will be considered the final authority and his decision shall be final.

CONTACT DETAILS OF VARIOUS COMMITTEE CONVENERS/MEMBERS

Sr. No.	Committee Name	Name of Contact Person	Email / Contact No.
01.	Anti Ragging & Discipline Committee	Dr. Rupesh Ramani Mech. Engg. Dept.	rupesh.ramani.me@vvpedulink.ac.in M. 74050 98983
02.	Sexual Harassment Redressal Committee	Dr. Charmy Patel EC Engg. Dept.	charmipatel.ec@vvpedulink.ac.in M. 94275 64048
03.	Grievance Redressal Committee	Dr. Darshna Patel I.T. Engg. Dept.	grievance.cell@vvpedulink.ac.in M. 98980 15091
04.	Women Development Cell	Dr. Darshna Patel I.T. Engg. Dept.	ithod@vvpedulink.ac.in M. 98980 15091
05.	ST-SC Cell	Dr. Jitendra Mehta Civil Engg. Dept.	clhod@vvpedulink.ac.in M. 98248 02715
06.	GTU Exam Cell	Dr. Vishal Nimavat EC Engg. Dept.	vishal.nimavat.ec@vvpedulink.ac.in M. 90990 63047
07.	NCC	Dr. Vishal Nimavat EC Engg. Dept.	vishal.nimavat.ec@vvpedulink.ac.in M. 94096 51086
08.	NSS	Prof. Gaurav Parmar Civil Engg. Dept.	gaurav.parmar.ci@vvpedulink.ac.in M. 94279 62696
09.	Canteen & Transportation Committee	Mr. Chamanbhai Sindhav Mech. Engg. Dept.	chaman.sindhav.me@vvpedulink.ac.in M. 94282 00109
10.	Girls Room	Prof. Kinjal Rank Civil Engg. Dept.	kinjal.rank.ci@vvpedulink.ac.in M. 95860 53524
11.	Sanitation	Mr. Shyam Purohit and Prof. Ajinkiya Patwardhan Chem. Engg. Dept.	shyam.purohit.sd@vvpedulink.ac.in M. 96012 61716 ajinkiya.patwardhan.ch@vvpedulink.ac.in M. 96011 05979
12.	Insurance Committee	Dr. Tejas Shah Librarian	librarian@vvpedulink.ac.in M. 94282 00521
13.	Stationery Store	Mr. Pratikbhai Mehta	M. 98256 15299
14.	Workshop Tool Bank	Mr. Ramesh Ravat	ramesh.ravat.me@vvpedulink.ac.in M. 94282 89073
15.	Library Book Bank	Mr. Ketan Parmar	ketan.parmar.lib@vvpedulink.ac.in M. 96876 13586

CONTACT DETAILS OF VARIOUS COMMITTEE CONVENERS/MEMBERS

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16.	ISTE Chapter & Technical Events Committee.	Dr. Shilpa Kathad Electrical Engg. Dept.	shilpa.kathad.el@vvpedulink.ac.in M. 99798 57677
		Prof. Hardik Khunt - Mech.	hardik.khunt.me@vvpedulink.ac.in
		Prof. Bhargav Gokani - Civil	bhargav.gokani.ci@vvpedulink.ac.in
		Prof. Pratik Koradia - Chem.	pratik.koradia.ch@vvpedulink.ac.in
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17.	Student Empowerment and Entrepreneurship Cell (S.E.E.C)	Dr. Dipesh Kamdar EC Engg. Dept.	dipesh.kamdar.ec@vvpedulink.ac.in M. 99252 00852
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		Prof. Deepakkumar Varu	deepak.varu.el@vvpedulink.ac.in
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		Prof. Pooja Ghodasara-Mech.	pooja.ghodasara.me@vvpedulink.ac.in
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असली शिक्षा एक इंसान की
गरिमा को बढ़ाती है
और उसके स्वभिमान में
वृद्धि करती है ।

यदि हर इंसान द्वारा शिक्षा के
वास्तविक अर्थ को समझ लिया जाता
और उसे मानव गतिविधि के
प्रत्येक क्षेत्र में आगे बढ़ाया जाता,
तो ये दुनिया रहने के लिए
कहीं अच्छी जगह होती ।

- डॉ. ए. पी. जे. अब्दुल कलाम

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