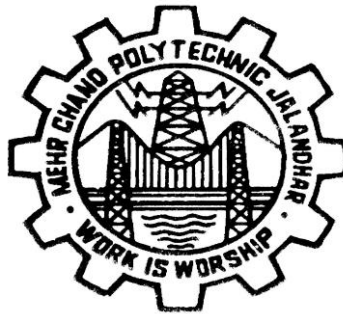


MANDATORY DISCLOSURE

ACADEMIC YEAR

2016-17



(ESTD.1954)

MEHR CHAND POLYTECHNIC COLLEGE

(MANAGED BY D.A.V. COLLEGE MANAGING COMMITTEE , NEW DELHI)

DAYANAND NAGAR

G.T. ROAD ,JALANDHAR

PH. 0181-2250184 , FAX 0181-2203305

Website : www.mcpolyjal.com
E-mail : mcpolycjal@yahoo.co.in

Mandatory disclosure

I. NAME OF THE INSTITUTION:

Name	<i>Mehr Chand Polytechnic College</i>
Village	<i>Dayanand Nagar, G.T.Road , Jalandhar</i>
Taluka	
District	<i>Jalandhar</i>
Pin Code	<i>144008</i>
State	<i>Punjab</i>
STD Code / Phone & Mobile nos	<i>0181-2250184</i>
Fax No. / E-mail	<i>0181- 2203305 /mcpolycjal@yahoo.co.in</i>
Nearest Rly Station	<i>Jalandhar City (3 Km)</i>
Nearest Airport	<i>Raja Sansi Airport , Amritsar (85 Km)</i>
Web site	www.mcpolyjal.com

II. NAME & ADDRESS OF THE PRINCIPAL

Name	Jagroop Singh					
Designation Principal	Date of Birth:	Highest Degree	Specialization	Total Experience (Years)		
	(Age)	P.hd , M.Tech (Gold Medalist)	Problem Based Learning , Soil mechanics and foundation Engg.	Teaching	Research Industrial	Academic Administration
	26.01.1969 47 years			17	-	07
Mobile No. 9878615600	STD Code 0181	PAN No.	ALPPS2333A			
Fax No. 2203305	Phone No. (O) 2250184	Date of relieving from last Job: --				
E-Mail Jagroop_kiwi@yahoo.com	Phone No.(R) 2202593 ;4610156	Date of joining the institution: 23.2.1993				

III. Name of the Affiliating University:

Punjab State Board of Technical Education & Industrial Training
Plot No. 1-A, Sector 36 A ,
Chandigarh

IV. Governance

To realize the dream of Maharishi Dayanand a group of enlightened, dedicated and devoted followers with a deep sense of self denial, founded the Dayanand Anglo Vedic College trust and Management Society which was registered in 1886. The DAV College Trust and Management Society takes pride in the fact that it is the largest non-governmental educational organization in India managing a chain of 700 institutions including Engineering Colleges, Medical Colleges, Polytechnics, Physiotherapy Colleges, Arts and Science Colleges and Public and Model schools . It covers, the entire spectrum of educational activity in the country. The DAV has established a reputation for academic excellence and character building. Every year thousands of students pass out of these institutions and distinguish themselves in various national and international platforms. The society has, as its alumni, distinguished jurists, diplomats, doctors, engineers, scientists, educationists, literary figures and sportsmen. *The DAV Alumni have made their mark in every sphere of life. Notable amongst them are Ex-Prime Ministers Sh. Atal Bihari Vaajpayee and Sh.I.K.Gujral, Ex-Chief justice of Hon'ble Supreme Court of India Sh M. M. Punchi, mesmerizing singer Sh. Jagjit Singh, the heart beat of millions Shahrukh Khan, Lion of Cricket Sh. Kapil Dev and the present Prime minister Dr. Manmohan Singh to name a few.*

A) Members of the Governing Body:

1. Shri Punam Suri, President

A well known media personality, Managing Editor of Daily Milap, acquainted with the latest information technology, a staunch Arya Samajist, an illustrious grandson of Mahatma Anandswami (Mahashaya Khushal Chand), has travelled to all European, Middle, Eastern and Far Eastern Countries.

2. Dr. S.K. Sama, Vice President

Dr. Sama has a long association with DAV Institutions starting from his schooling from DAV School at Rawalpindi and then at Lahore. He has been closely associated with the Arya Samaj. He is a physician of International repute. He is a specialist in Endoscopy and Gastro-enterology and has been attending conferences and workshops in most countries of the World like U.K., U.S.A., Australia, New Zealand, Japan, Hong-Kong, Singapore, Spain, Italy, Austria etc. Dr. Sama is Honorary Physician to the President of India.

3. Shri R.S. Sharma, General Secretary

An educationist of repute, joined DAV fold in June 1955 as Lecturer in English at DAV College, Amritsar, served as Principal of various DAV Colleges, retired as Principal, DAV College, Jalandhar in 1987, served on various important posts in universities, joined DAV CMC in 1991 and held various important positions such as Secretary, General Secretary, Vice President. Born at Ferozepur Cantt, has visited U.K., France, Switzerland and Germany

4. Shri Ravinder Kumar, Secretary

Retired IA & AS, A product of DAV College, Jalandhar, ex Audit Officer, Office of the Director of Audit Central Revenues, New Delhi, remained on deputation to University Grants Commission and Municipal Corporation of Delhi, held office of Deputy Accountant General, Punjab, was on deputation to Lok Sabha Secretariat till 1989 when he retired, and has been associated with DAV College Managing Committee since then.

5. Sh. Mahesh Chopra, Hony. Treasurer

Born in 1937 in Jammu (J&K State), Sh. Mahesh Chopra has been actively associated with the DAV and Arya Samaj for more than fifty years. He served the DAV Colleges of Punjab and Haryana States as a senior faculty member (Deptt. English). His last stint was in DAV Centenary College, Faridabad whose he is one of the three founding members when in 1985 he was transferred from Dayanand College, Hisar, to build up this Institution. To cater to the professional needs of the Industrial town, Management Courses were started in the evening and he worked as Incharge of the Management Classes. In consequence, it helped in generating large funds to build up the DAV Centenary College

Other members of Governing Body of Mehr Chand Polytechnic College , Jalandhar includes :

6.	Sh.C.L.kochher	Regional Director(Engg.Colleges)
7.	Sh.Shreedeeep Om Chary	Member
8.	Dr. Navneet Walia	Registrar , PSB of TE & IT
9.	Sh.Mohan Bir Singh	Addl. Director , TE & IT Deptt.
10.	Dr. Buta Singh	Dean Academics PTU Jal.
11.	Dr.M.C. Mathur	Addl. Director ,Govt. of NCT
12.	Dr.Satish Sharma	Director(Colleges)
13.	Dr.Manoj Kumar	Principal,DAVIET
14.	Dr.Jagroop Singh	Principal MCPJalandhar
15.	Mrs.Usha Kiran chawla	Staff Representative
16.	Sh. Kapil Ohri	Staff Representative

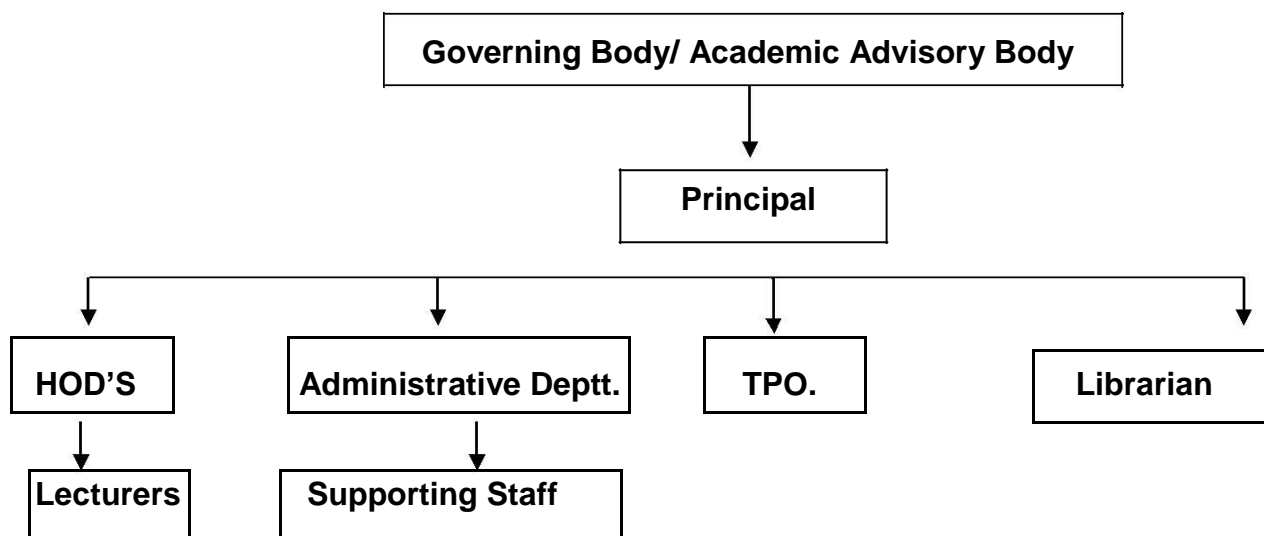
B) Members of Academic Advisory Body

The members of Governing Body are also the members of Academic Advisory Body.

C) Frequency of Board Meetings and Academic Advisory Body

Board meetings and Academic Advisory Body meetings are held twice in a year.

D) Organization Chart and Processes



E) Nature and extent of involvement of faculty and students in academic affairs/improvements.

The members of faculty and students are actively involved in academic affairs. Various personality development programmes for students are organized frequently. The members of faculty are also sponsored to attend short term courses for quality improvement . Being member of the Board of the Studies faculty also contributes in revising the syllabi. Students Academic Council has been constituted in the College which includes HODs, Incharges and Student representatives from various streams. The Council holds at least one meeting in each semester to discuss academic affairs /improvements.

F) Mechanism/norms and procedure for democratic/good governance.

In order to maintain the accountability, we conduct an internal Audit every Semester at departmental and Inter departmental level. We are applying horizontal system of Admin. For having democratic good governance, in this system there are several functional heads, who are accountable for their jobs responsibilities, and they are fully authorized to take work from their subordinates and colleagues, but they are not to suppose to take any primitive action against them . Of course in case of any indiscipline by a subordinate they can report against him to the institutional head i.e. the Principal.

G) Student Feedback on Institutional Governance/Faculty Performance

Student feedback on Institutional Governance/Faculty Performance is obtained once in a semester. Students are always welcomed to report their grievances to their concerned HOD's and Principal. From session 2009, Internal Rationalization Committee has been constituted to seek feedback on Institutional level. The members included

- | | |
|----------------------------|---------------------------|
| i) Principal Jagroop Singh | Principal |
| ii) Sh. D.S. Rana | Sr.HOD |
| iii) Ms. Manju Manchanda | Controller of Examination |

H) Grievances Redressal Mechanism for faculty, staff & student

1. For students there is a student academic council .
2. For Faculty there are Staff Representatives who are members in Governing Body
3. For Administrator Staff, there is office supdt , who takes care of their office supdt grievances and talk to the higher authority for their solution .

V. PROGRAMMES

Name of the Course	Accredited (2006-09)	Sanctioned intake	Duration	Session
Civil Engg.	Yes	60	Three years	Morning And Evening
Electrical Engg.	Yes	60	Three years	Morning And Evening
Mechanical Engg.	Yes	60	Three years	Morning And Evening
ECE	Yes	60	Three years	Morning And Evening
Computer Engg.	-N.A.-	60	Three years	Morning And Evening
Automobile Engg.	-N.A.-	60	Three years	Morning
Architecture Assistantship	-N.A.-	60	Three Years	Morning
D.Pharmacy	-N.A.-	60	Two years	Morning

PLACEMENT FACILITIES

The Institute have an active placement cell headed by a trained and experience placement officer and one senior faculty from each deptt. who maintain a regular contact with the students and the recruitment drive of various companies. They organize mock interviews ,seminars , G.D. etc. to train the students for placement .

It is matter of great pride that the Alumni of the Institute have been occupying very high positions in all spheres of National life .

Campus placement in last three years with minimum salary, maximum salary and average salary

year	Discipline	Total No. Of students Passed out	Total No.of students Selected cell	No.of students optd For higher Studies
2015	CIVIL	65(M)+35(E)	02(M)+03(E)	35(M)+18(E)
	ELECT	28(M)+21(M)	03(M) +02(E)	21(M) +15(E)
	MECH	50(M)+40(E)	25(M)+03(E)	35(M)+19(E)
	ECE	43(M)+41(E)	04(M)+06(E)	23(M)+10(E)
	COMPUTER	58(M)+41(E)	07(M)+02(E)	31(M)+14(E)
	PHARMACY	44	7	17
2014	CIVIL	57(M)+53(E)	01(M)+05(E)	44(M)+27(E)
	ELECT	50(M)+35(E)	08(M)+05(E)	24(M)+14(E)
	MECH	52(M)+58(E)	04(M)+03(E)	35(M)+29(E)
	ECE	46(M)+46(E)	04(M)+02(E)	29(M)+18(E)
	COMPUTER	50(M)+50(E)	13(M)+02(E)	14(M)+27(E)
	PHARMACY	43	03	22
2013	CIVIL	54(M)+38(E)=92	10(M)+8(E)=18	32(M)+18(E)=50
	ELECT	46(M)+34(E)=80	11(M)+12(E)=23	20(M)+13(E)=33
	MECH	67(M)+40(E)=107	6(M)+4(E)=10	42(M)+18(E)=60
	ECE	53(M)+19(E)=72	9(M)+2(E)=11	31(M)+9(E)=40
	COMPUTER	54(M)+32(E)=86	2(M)+3(E)=5	28(M)+17(E)=45
	PHARMACY	51	14	8
	AUTOMOBILE	37	15	11

Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of their AICTE approval. If there is foreign collaboration, give the following details:

-----N.A-----

- **Details of the Foreign Institution/University:**

-----N.A. -----

- **For each Collaborative/affiliated Programme give the following:**

-----N.A. -----

- **Whether the Collaborative Programme is approved by AICTE? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/2005 dated 16th May, 2005**

-----N.A. -----

VI. FACULTY

Department	Permanent faculty	Adhoc faculty	Total No. of students (2nd +3rd years)	faculty/ student ratio
Civil Engg.	04	3	120	1:18
Elect. Engg.	03	05	120	1:15
Mech. Engg.	01	6	120	1:18
ECE	02	4	120	1:20
Comp. Engg.	04	1	120	1:20
Pharmacy	05	1	120	1:18
Automobile Engg	01	5	120	1:20
Architecture Assistantship	01	05	120	1:20

i. Faculty stability during the last three years

No. of faculty employed during the last three years: --

No. of faculty left the during last three years: --

- c) Received 1st prize in short story competition in 2004
- d) Received Rashtriya Vidya Saraswati Puraskar at National Seminar organized by IEM, New Delhi. (2010)
- e) Member, Governing Body of DAV Institute of Engineering & Technology, Jalandhar.
- f) Received Life time Achievement Gold Medal Award by I.S.C (2010)
- g) Member Editorial Board Journal of Health and Sciences Punjab .
- h) Received Management Excellence Award from Management & Industrial Development Institute (MIDI) in 2011.
- i) Received Rashtriya Shiksha Samman Puraskar from India Society for Industry Intellectual Development , New Delhi (2011)

13 Achievements/Contributions

A) Academic: (Research Paper Presentation)

- 1** Research paper on “**”Reorientation of Higher Education- Need of Values and ethics in Technical Education”**, presented at **41st National Convention of ISTE**, New Delhi held at B.B.S.B Engg College, Fategarh Sahib (16-18 Dec,2011)
- 2** Research paper “**Technical learning through sixth sense for visually handicapped”** published in Vol 1 No.1 National issue of Annual journal „**COHERENCE**“ (2010), (**DAV College for girls, Yamunanagar, Haryana**)
- 3** ***Applications of Knowledge Management in Educational Institutions*** at 11th Punjab Science Congress held at Thapar University Patiala. (8th February 2008).
- 4** **Technical Paper on *Environmental Preservation by Bulk Utilization of flyash***; presented in **absentia** at **International conference on Geosynthetics IGS-Thailand at Bangkok. (6-7 December 2007).**
- 5** ***Knowledge management - Need of the Hour*** at 3rd National conference held at Gian Jyoti Institute of Management and Technology, Mohali, Chandigarh. (1st December 2007).

- 6 ***Ethics in Teachers and Students*** at Post Graduate Block Convention Hall D.A.V.I.E.T. Jalandhar. (5th April 2007).
- 7 ***Technical Learning Through Sixth Sense for Visually Handicapped*** (*See with the mind*) at National Seminar on "Enhancing Access and performance of Disadvantaged Section of Society in Technical & Vocational Education" held at NITTTR Chandigarh. (22-23 March 2007).
- 8 ***Role of Values and Ethics in Improving Technical Education*** at National Seminar on "Curriculum innovations in Technical & Vocational Education" held at NITTTR Chandigarh. (27-28 February 2007).
- 9 ***Role of Retrofitting in Improving seismic performance of non-engineering construction system*** at 10th Punjab Science Congress Organized by D.A.V.I.E.T. Jalandhar in collaboration with PTU Jalandhar under the aegis of Punjab Academy of Sciences, Patiala. (8th February 2007)
- 10 ***Values and ethics in Technical Education*** at 10th Punjab Science Congress Organized by D.A.V.I.E.T. Jalandhar in collaboration with PTU Jalandhar under the aegis of Punjab Academy of Sciences, Patiala. (7th February 2007)

B. Co-curricular (T.V Talk Shows)

- a) Attended Talk show on 24.01.09 at Doordarshan Kendra Jalandhar on the topic "Tuition---- bane or boon".
- b) Attended Talk show on 28.2.09 at Doordarshan Kendra Jalandhar on the topic "Impact of Technical Education and its role in Society".
- c) Attended Talk show on 01.8.09 at Doordarshan Kendra Jalandhar on the topic "Urbanization -- bane or boon" .
- d) Attended Talk show on 05.10.09 at Doordarshan Kendra Jalandhar on the topic "Is Freedom of Women justified ".
- e) Attended Talk show on 28.1.2010 on the topic "Importance of literary books in technical education".
- f) Attended Talk show on 25.03.2010 at Doordarshan Kendra Jalandhar on the topic "Importance of Technical Training Courses"
- g) Attended Talk show on 18.01.11 at Doordarshan Kendra Jalandhar on the topic " Importance of values & Ethics in Education .
- h) Attended Talk show on 24.02.11 at Doordarshan Kendra Jalandhar on the topic " Importance of J.E.T. Test "

- i) Attended Talk show on 17.03.11 at Doordarshan Kendra Jalandhar on the topic “ Importance of values & Ethics in Education .
- j) Attended Talk show on 11.05.11 at Doordarshan Kendra Jalandhar on the topic “ Importance of Vocational Courses”
- k) Attended Talk show on 08.06.11 at Doordarshan Kendra Jalandhar on the topic “ Entrance Examination problem”
- l) Attended Talk show on 12.11.11 at Doordarshan Kendra Jalandhar on the topic “ Status of Education in Punjab ”
- m) Attended Talk show on 15.12.11 at Doordarshan Kendra Jalandhar on the topic “ Effects of Strikes in Educational Institutions ”

14 Books Published

a) Technical field

- 1) Elements of Earthquake Engineering-Eagle Publications Jalandhar. (2007)
- 2) Construction Management & Accounts Eagle Publications Jalandhar. (2007)
- 3) Soil Engineering & Foundation Eagle Publications Jalandhar(2004,2007 rev.)
- 4) A Book on Highway Engineering- Eagle Publications Jalandhar. (2006,2007 rev.)
- 5) A manual on Survey Camp- Eagle Publications Jalandhar. (2006-07 rev.)

b) Literary field

- 1 Nikke-Nikke Suraj (*Punjabi Literature*) -Ravi -Sahit Parkashan Amritsar. (2001)
- 2 Vihi Wala Booha (*Punjabi Literature*)--Lok Geet Parkashan Chandigarh. (2008)
- 3 Navik Ke Teer (*Hindi Literature*)—Sadaknama Publiation, Moga (2009).
- 4 Mere Hissey Ki Dhoop (*Hindi literature*) -2011
- 5 Shrimad Dayanand Parkash(*Punjabi translation*)-2013
- 6 Mahatma Anand Swami de lok Prawachan(*Punjabi translation*)-2016

(Dr.Jagroop Singh)

VIII. FEE

i. Collection of fee are incorporated by the Institution as per the guidelines and approval by the State fee Committee.

FEE STRUCTURE OF THE INSTITUTION

Sr.No Details	Amount (in Rs.)
Board's Charges	
1.Registraton Charges(one time)	500.00
2.House Examination Charges(Yearly) Collection on behalf of institute	100.00
3.Tution Fee (Half yearly)	11000.00
4.Refumdable Security(One Time)	500.00
5.Development fund (Yearly)	3650.00
6.Student Activity Fund (Yearly)	2500.00
Grand Total	18250.00

- The student of Sc/ST category of Punja shall pay only Rs 1100/-at the time of admission.subject to the condition that family annual income is less than Rs.2,50,000.

- Refundable Security 500
- Registration Charges 500
- Refundable security of
- Student activities related fund 100

Incase a SC candidate not having the proof of the income shall pay the fee of Rs.14400/-as per other categories

Detail of Student activities related fund

- a) Student Fund 665/- PA
- b) Annual/culture fund 67/- PA
- c) Audio Visual 67/- PA
- d) Common Room /club 67/- PA
- e) Library fund 133/- PA
- f) Magazine charges 33/- PA
- g) NCC/NSS 33/- PA
- h) Cycle /Scooter charges 133/- PA
- i) Medical fund 67/- PA
- j) Drawing Board 133/- PA
- k) General maintenance 667/- PA
- l) Recreation 68/- PA
- m) Student chapter 35/- PA
- n) Stationary Charges 67/- PA
- o) Valedictory fund 66/- PA One Time
- p) Identity Card 66/- PA One Time
- q) Refundable Security 133/- PA One Time
- Grand Total 2500

In addition to the above fee structure, Govt of Punjab has formulated a compressive insurance scheme for the benefit of student to the polytechnic. The charges for the same shall be collected at the level of institute.

- ii. Time schedule for payment of fee for the entire programme.

Semester wise fee is taken in the month of January and July every year.

As per Punjab Government notification no.13/60/08-ITE2/2650 dt.

24.6.10, 5% additional seats shall be given to the following categories:

- A. Women Candidates
- B. Economically Weaker
- C. Physically Handicapped

For every group of 60 sanctioned intake, 03 additional seats will be given which will be allocated for the above categories. In the even of non availability of student in a specific category as above, the benefit will be given to any other category according to merit.

Eligibility:

Matric passed children of parents having annual income less than Rs.4.50 lakhs from all sources shall only be eligible for seats under this scheme. For the students admitted under this scheme, entire fee including tuition fee, institutional charges and university/board funds for these students shall be completely waived off. The tuition fee waiver to a student shall be for the complete duration of the course.

Note: All these seats shall be over and above the sanctioned intake. This scheme is only applicable to residents of Punjab

- iv. Number of scholarship offered by the institute, duration and amount.

1. **Sh. Pal Singh Krishna Devi Memorial Scholarship for four students @ Rs. 1200/- per annum**
2. **Sh. Thakur Dass Sharma Scholarship for 05 students @ Rs. 3600/- per Annum**
3. **Prof. SH. Kuldip Laroiya Memorial Scholarship for 3 boys students @ Rs. 6000/- per annum**
4. **Mrs. Krishna Devi Dev Raj Laroiya Memorial Scholarship for three girls students @ Rs. 6000/-**
5. **Shama Bhalla Scholarship Fund for 3 students @ Rs. 11000/- per annum**
6. **Create International ,UK Sponsor for 2 girls student @ Rs. 11000/- per annum**
7. **Prof. Kanwaljit Dhudika Scholarship, UK for 4 students @ Rs. 11000/- per annum**
8. **MCPC Alumni Association for 4 students @ Rs. 11000/- per annum and for one student @ Rs. 17500/- per annum**
9. **MCP Tuition Fee waiver scheme**
 - a) **1st in State Full Tuition Fee -03 students –Rs 11000/- (Per student)**
 - b) **2nd In State Half Tuition Fee -03 Students – Rs 5500/- per student.**

v. Criteria for fee waivers/scholarship.

Scholarships are given to the students as recommended by the HOD/faculty and approved by the Principal on the basis of merit cum means.

vi. Estimated cost of boarding and Lodging in Hostels.

Annual fee of hostel = Rs. 17000/- per year

Diet / refreshment charges = Rs. 2300/-Pm

vii. **ADMISSION**

a. Number of seats sanctioned with the year of approval.

	Courses (FT)	1 st Year of approval by AICTE (give approval ref. no. & date)	Sanctioned intake	Status of Accreditation (Validity period)	
Diploma	<i>Civil</i>	1958	Copy of letter No. F-5-31/56 T.4	60	Accredited in four programs – Civil, Electrical, Mechanical and ECE for three years w.e.f. 29/06/06 to 28.06.09 by NBA of AICTE
	<i>Electrical</i>	1958	Dated 24/12/56 from Dy.Advisor	60	
	<i>Mechanical</i>	1958	G.O.I. , New Delhi.	60	
	<i>ECE</i>	1982	7-21(elx)78-	60	
	<i>Computer</i>	2003	NRO/ED-6310	60	
	<i>Pharmacy</i>	1987	dated 05/02/85 & 7-21/LIX/78-NRD-1876 dtd. 20/06/80	60	
	<i>Automobile</i>	2010	F 34-24/85 T-S dtd 06/09/85 from GOI , New Delhi	60	
	<i>Architecture</i>	2012		60	
	<i>Assistantship Evening shift</i>				
	<i>Civil</i>	2010			
	<i>Electrical</i>	2010			
	<i>Mechanical</i>	2010			
	<i>ECE</i>	2010			
<i>Computer</i>	2010				
		F.No. North-West/1-2814077491/2016/EOA Date: 05-Apr-2016			

b. Number of students admitted under various categories each year in the last three years.

Detail of Admissions in 2013

Morning Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Seats under Fee Waiver Scheme	Admitted
1.	Civil Engg.	60	03	63
2.	ELECTRICAL Engg.	60	03	62
3.	Mechanical Engg.	60	03	59
4.	ECE	60	03	63
5.	Computer Engg.	60	03	63
6.	Automobile Engg.	60	03	63
7.	Architecture Assisstantship	60	03	62
8.	Pharmacy	60	--	60
	Total	480	21	495

Evening Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Seats under Fee Waiver Scheme	Admitted
1.	Civil Engg.	60	03	63
2.	ELECTRICAL Engg.	60	03	63
3.	Mechanical Engg.	60	03	62
4.	ECE	60	03	36
5.	Computer Engg.	60	03	63
	Total	300	15	287

LEET

Morning Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Admitted
1.	Civil Engg.	12	12
2.	ELECTRICAL Engg.	12	12
3.	Mechanical Engg.	12	12
4.	ECE	12	12
5.	Computer Engg.	12	12
6.	Automobile Engg.	12	12
7.	Architecture Assisstantship	12	12
	Total	84	84

Evening Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Admitted
1.	Civil Engg.	12	12
2.	ELECTRICAL Engg.	12	12
3.	Mechanical Engg.	12	12
4.	ECE	12	12
5.	Computer Engg.	12	12
	Total	60	60

Detail of Admissions in 2014

Morning Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Seats under Fee Waiver Scheme	Admitted
1.	Civil Engg.	60	03	63
2.	ELECTRICAL Engg.	60	03	63

3.	Mechanical Engg.	60	03	63
4.	ECE	60	03	58
5.	Computer Engg.	60	03	62
6.	Automobile Engg.	60	03	63
7.	Architecture Assisstantship	60	03	45
8.	Pharmacy	60	--	60
	Total	480	21	477

Evening Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Seats under Fee Waiver Scheme	Admitted
1.	Civil Engg.	60	03	62
2.	ELECTRICAL Engg.	60	03	52
3.	Mechanical Engg.	60	03	63
4.	ECE	60	03	28
5.	Computer Engg.	60	03	53
	Total	300	15	258

LEET

Morning Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Admitted
1.	Civil Engg.	12	12
2.	ELECTRICAL Engg.	12	12
3.	Mechanical Engg.	12	12
4.	ECE	12	12
5.	Computer Engg.	12	11
6.	Automobile Engg.	12	12

7.	Architecture Assisstantship	12	12
	Total	84	83

Evening Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Admitted
1.	Civil Engg.	12	12
2.	ELECTRICAL Engg.	12	12
3.	Mechanical Engg.	12	12
4.	ECE	12	12
5.	Computer Engg.	12	11
	Total	60	59

Detail of Admissions in 2015

Morning Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Seats under Fee Waiver Scheme	Admitted
1.	Civil Engg.	60	03	63
2.	ELECTRICAL Engg.	60	03	63
3.	Mechanical Engg.	60	03	63
4.	ECE	60	03	45
5.	Computer Engg.	60	03	63
6.	Automobile Engg.	60	03	61
7.	Architecture Assisstantship	60	03	38
8.	Pharmacy	60	--	60
	Total	480	21	456

Evening Shift (Diploma 1st Year)

SR. No.	Course	Sanctioned Intake	Seats under Fee Waiver Scheme	Admitted
1.	Civil Engg.	60	03	43
2.	ELECTRICAL Engg.	60	03	49
3.	Mechanical Engg.	60	03	62
4.	ECE	60	03	0
5.	Computer Engg.	60	03	42
	Total	300	15	196

Admissions are done by the affiliating Board i.e. Punjab State Board of Technical Education & Industrial Training , Chandigarh by conducting Joint Entrance test.

Name	The Punjab State Board of Technical Education and Industrial Training		
Address	Plot No. 1-A , Sector 36- A Chandigarh		
Pin Code	160036	Period of approval of Affiliation	2016-2017
STD Code	0172	Phone No. (Head of Affiliating body)	2615385 , 2612262, 2667437
Fax No. (Head of Affiliating body)	2660734	E-Mail/ Web site	www.punjabteched.com

b. Number of seats allotted to different Test Qualified candidates separately [AIEEE/CET (State conducted test/University tests)/Association conducted test]

The admission to diploma level courses shall be made on the basis of the merit of the subjects Maths, Science and English with overall status pass in the matriculation Examination. : **85%**

Arya Samaj: 15%

c. Admission against management/vacant seats:

As per decision of Hon'ble Supreme Court of India the Institute is authorized to make 15% admission.

Calendar for admission (management/vacant seats)

- i. Last date for request for applications. **July (Every year)**
- ii. Last date for submission of application. **Last/First week of July/
August (Every year)**
- iii. Dates for announcing final results. **Second week of August (Every year)**
- iv. Release of admission list (main list and waiting list should be announced on the same day) **Second week of August (Every year)**
- v. Date for acceptance by the candidate (time given should in no case be less than 15 days)
Last week of August
- vi. Last date for closing of admission. **Last week of August**
- vii. Starting of the Academic session. **As per Board calendar**
- viii. The waiting list should be activated only on the expiry of date of main list.
- ix. The policy of refund of the fee, in case of withdrawal, should be clearly notified. **As per Board guidelines.**

XI. CRITERIA AND WEIGHTAGES FOR ADMISSION

I. ELIGIBILITY FOR ADMISSION 1.

The admission to diploma level courses shall be made on the basis of the merit of the subjects Maths, Science and English with overall status pass in the matriculation Examination. Apart from the above basic education qualifications, the general eligibility criteria shall be as contained in Punjab Government, Department of Technical Education and Industrial Training Notification No. 8/6/2016 4TE2/700762/1 Dated 01/03/2016, which can be seen in Part-II of the Prospectus. 2. There is no lower or upper age limit for admission. 3. Reservations of seats in the affiliated institutions situated in Punjab shall be as per the policy of Government of Punjab, and for the institutes located at Chandigarh, the reservation shall be as per the policy of Chandigarh Administration.

APPLICATION FORM

- a. Downloadable application form, with online submission possibilities.

Application forms will be available at the time of admission on State Board' website www.punjabteched.com

LIST OF APPLICANTS

- b. List of candidates whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats.

RESULTS OF ADMISSION UNDER MANAGEMENT SEATS/VACANT SEATS

- c. Composition of selection team for admission under Management Quota with the brief profiles of members (This information be made available in the public domain after the admission process is over)
 d. Score of the individual candidates admitted arranged in order of merit.
 e. List of candidates who have been offered admission.
 f. Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates.
 g. List of the candidates who joined within the date, vacancy position in each category before operation of waiting list.

INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE**LIBRARY:****21. (ii) Library Books & Journals for existing Polytechnic institution**

S.No	Course(s)	Number of Books		Journals	
		<i>Titles</i>	Volumes	National	International
1	Civil / Architecture	5634	36671	3	
2	Electrical	5400		2	
3	Mechanical /Automobile	5125		3	
4	ECE	5125		5	
5	Computer	1825		2	
6	Pharmacy	1600		5	
7	Applied Science	5500		4	
8	Others	3000		19	
9	Learning material	2862			

LABORATORY:

Sr. No.	Name of Course	Name of the Laboratory/Workshop
1	<i>Civil Engg.</i>	<ol style="list-style-type: none"> 1. Survey Lab 2. Hydraulics Lab 3. Structure lab/Material Testing Lab 4. Structure Mechanics Lab 5. Water Testing Lab 6. Soil and Highway Engineering lab
2	<i>Mech Engg.</i>	<ol style="list-style-type: none"> 1. Applied Mechanics Lab 2. Material Science Lab 3. Thermal Lab 4. Refrigeration & A.C. 5. Auto Lab 6. CAD Lab 7. Fluid Mech. Lab 8. Meteorological Lab
3	<i>Elect. Engg.</i>	<ol style="list-style-type: none"> 1. Machine Lab 2. Elex Lab 3. Electrical Workshop
4	<i>Elex. Lab</i>	<ol style="list-style-type: none"> 1. T.V. lab 2. Communication Lab 3. Micro & Digital Elex. Lab
5	<i>Computer Engg.</i>	<ol style="list-style-type: none"> 1. Computer Engg. Labs - 06 2. Hardware Lab
6	<i>Pharmacy</i>	<ol style="list-style-type: none"> 1. Pharmaceutics Lab 2. Chemistry Lab 3. H & CP lab 4. A.P. Lab & Cognosy
7	<i>Applied Science</i>	<ol style="list-style-type: none"> 1. Physics Lab 2. Chemsitry Lab 3. C.S. Lab (Analog & Digital)
8	<i>Workshops</i>	<ol style="list-style-type: none"> 1. Foundry Shop 2. Welding Shop 3. Smithy Shop 4. Fitting Shop 5. Carpentry Shop 6. Patteron Shop 7. Machine Shop 8. Sheet Metal Shop 9. Electroplating & Sheet Metal Shop 10. Turning Shop 11. Electrical Shop

COMPUTING FACILITIES:

Particulars	Requirements as per Norms		Availability	
No of Computer terminals			220	
Hardware Specification			I3,Core 2 Duo, Dual Core	
No of terminals on LAN/WAN			170	
Relevant Legal Software	System 05	Applicat ion 20	As per Annexure	
Peripheral(s)/ Printers			Printer 19	Scanner 10
Internet Accessibility (in kbps & hrs)			32 mbps Leased Line (Fibre Optic) M/S HFCL Connect Ltd. Chandigarh	

List of facilities available.

a. Games and Sports Facilities

It has been rightly said that “ Health is Wealth” and to reduce the stress in today’s life it is believed that besides education some entertainment should also be there. Students at this institute are not doing exceeding well in the academics only but are doing equally well in sports . They have brought laurels to the Institute many times in various sports in the state . The various playgrounds available in the institute are : -

1. Cricket
2. Kabaddi
3. Kho-Kho
4. Volleyball
5. Hockey
6. Football
7. Basket Ball
8. Hand ball
9. Athletic Track

} Common with DAV College Jalandhar

Extra Curriculum Activities:

The Institute has fully modernised Auditorium with the seating capacity of 1000 persons . The Institute has separate Seminar hall, Conference room, Hostel ,

Canteen, Open Air Theater and other facilities. Emphasis is given sumptuously on the extra curricular activities .

National Cadet Corps

Mehr Chand Polytechnic College is equipped with well organized NCC- Wing attached with 2 PB Bn NCC- Jalandhar to prepare & Build 2nd Line Army for the country . It is shaping the youth of country into well behaved , cultured , mentally robust & highly disciplined citizens with officer like qualities to survive in all harsh and tough conditions of life.

Lt. Pankaj Gupta is NCC Commissioned Officer as “ Lieutenant” in Indian Army. He is managing all responsibilities with utmost efforts & patriotic -spirits.

SAVE EARTH SOCIETY

Mehr Chand Polytechnic College has established a cell “SAVE EARTH SOCIETY” to carry out the activities like **Tree –plantation , blood donation, campaign against environmental pollution , global warming & drug addiction , female foeticide etc.** with Sh. Sanjay Bansal Sr. Lecturer as the president & Mrs. Meena Bansal as the vice-president to carry out the activities like Tree-plantation, blood donation, campaign against environmental pollution, global warming & drug addiction, female foeticide etc. It was founded by Principal S. Jagroop Singh in February 2009.

Office bearers:

Patron- Principal S. Jagroop Singh
President- Sh. Sanjay Bansal, Sr. Lecturer
Vice President- Mrs. Meena Bansal, Lecturer

Activities Performed:

The activities performed by the “SAVE EARTH SOCIETY” are as follows:-

1. Tree plantation
2. Tilak Holi celebration
3. Seminar on water conservation
4. Celebration of Earth Hour – Awareness about global warming
5. Awareness lecture against drug addiction
6. Tree plantation (On Environment Day)
7. Right to Vote
- 8 Shivar Bharosa for academically weak students.

LENSMEN CLUB

Lensmen club was established at Mehr Chand Polytechnic College , Jalandhar in the year 2009 . S. Jagroop Singh is the Patron of the Club and Sh. Sundip Kumar , Lecturer

in Pharmacy was appointed President of this Club . The aim of the Club is to motivate the students to take photography as hobby who are not interested elsewhere.

DAYANAND CHETNA MANCH

A cell named DYANAND CHETNA MANCH has been established in the year 2009 with the main aim to impart moral education to the students and make them self reliant ,determined and self disciplined.Its work includes organizing various programmes and function to meet its aim.

ENTREPRENEURSHIP DEVELOPMENT CELL

As per the Policy of Govt. of India AICTE has released grants established an Entrepreneurship Development Cell at Mehr Chand Polytechnic College, Jalandhar . In India , a large no. of Technical Institutions have emerged in recent past . Many of these are comparable to the least Institutions in the world . These institutions are churning out large no. of trained manpower , thus fulfilling the need of the Industry and other sectors of economy . In order to make optimal use of facilities , expertise knowledge is available in these Institutions for the benefit of Society . It is necessary that appropriate links are established between them & Industry .

In view of scarcity of jobs , it is more appropriate for technocrats fully exploit their potential . As per policy of Govt. of India , AICTE released grant to promote & established ED Cell at Mehr Chand Polytechnic College , Jalandhar .

This ED Cell is organizing seminars expert lectures , entrepreneur awareness camps , short term courses on skill development etc to motivate shading technocrats to start their own ventures to become job givers rather than job seekers.

Office Bearers :

Chief Co-ordinator	:	Sh. Jagroop Singh
Co-ordinator	:	Sh. Sundip Kumar
Project Assistant	:	Sh. Pankaj Gupta/Sh.Rajiv Bhatia

RED RIBBON CLUB

Red Ribbon Club was established at Mehr Chand Polytechnic College , Jalandhar under the Presidentship of Sh. Sandeep Kumar , Lecturer

Pharmacy Deptt. The aims of the club are to arrange seminars, exhibitions to create awareness about AIDS and Adverse effects of drugs amongst the students . Red Ribbon Youth Clubs have been formed in various Colleges of the State. The staff under this Project visits the institutions and with the help of the Club Members undertake various activities to spread awareness about AIDS and its control.

Mehr Chand Polytechnic College is attached with Pushpa Gujral Science City and has constituted “Red Ribbon Club” in the College. Various activities organized in the College are:

***Visit of Red Ribbon Express.**

***Painting Competition on AIDS**

***Quiz**

***Workshops**

National Social Service (NSS)

To inculcate ethical and patriotic values in students , NSS wing has been established in the college in the year 2009. The wing has been set up not only to arouse the social conscience of the student but also to provide them an opportunity to work with the community in rural and urban sector. The events /campaign usually conducted by NSS wing are

- (i) Tree Plantation
- (ii) Cleanliness Drive
- (iii) Drug De-Addition Camps
- (iv) Blood Donation Camps
- (v) Independence Day and National Youth Day Celebrations
- (vi) Elocution contests and Group Discussions

Sh. Durgesh Kumar, Instructor in workshop department is the Co-ordinator of
NSS Wing

NATIONAL CADET CORPS(NCC)

Mehr chand Polytechnic college is equipped with well organized ncc wing attached with 2pb bn ncc-jaladhar to prepare & build 2nd line army for the country . it is shaping the youth of country into well behaved ,cultured ,mently robust and highly disciplined citizens with officer like qualities to survive in all harsh and tough conditions of life.

Aim and objectives

1. Unity and discipline
2. Opportunity for cadets to live and work together.
3. TO develop stamina,endurance,self confidence,team spirit,spirit-de-corps.
4. To meet the requirements of cadets for NCC-special entry scheme into armed forces.
5. TO impart-Extensive coaching to qualify “Bee” & “Cee” certificate Exams.

Training Camps-TO design & develop “cadet” into a “man” & to inculcate in his leadership qualities,various camps are organized by Indian army.

1. Annual Training Camps
2. Army Attachment Camps
3. THal sena Camps
4. Repulbic Day Campus
5. National Integration camps
6. Mountaineering camps
7. Youth Exchange Programmmms
8. Cycle Expeditions
9. Bee-certificate Examination
10. Cee- certificate Examination
11. SSB-Coaching at officer Training Acadmy

PLEDGE

TO Eradicate the social evils from society,various social & adventurous activities are organized in the college.

A “PLEDGE” is taken by cadets every years for

1. Anti Dowry
2. Female foeticide
3. Old age Help
4. Blood donation
5. Tree-plantation
6. AIDS-awareness
7. Respects to elders and female colleagues.

Lt. Pankaj Gupta is NCC commissioned Officers as

“Lieutienant”in Indian Army .He is managing all responsibilities with utmost efforts & patriotics-spirits.

8. Right to Vote (for Above 18 years students)

b. Soft Skill Development Facilities:

- i. Regular lectures on Personality Development are organized where the experts from various fields share their thoughts and experiences with the students. A separate finishing school has been set up to guide, motivate and encourage the final year students and to improve their presentation and communication skills for placement.
- ii. Additional courses are organized for the students to suit the needs of the industry in addition to regular studies.

c. Number of Classrooms and size of each: 08 , 40 m²

d. Number of Tutorial rooms and size of each: 03 , 33 m²

e. Number of laboratories and size of each: 26+3 , 1930+840 m²

f. Number of drawing halls and size of each: 04 , 112.50 m²

Number of Computer Centers with capacity of each: 03 , 60

Central Examination Facility, Number of rooms and capacity of each:

A Total of 8 to 10 rooms are used for conducting examination and each room has capacity to accommodate 50 to 70 students for the examination purpose .

Teaching Learning process

- a. Curricula and syllabi for each of the programmes as approved by the Board : *Curricula designed and approved by the Board is followed for all the programmes.*
- b. Academic Calendar of the Board : www.punjabteched.com
- c. Academic Time Table : *Attached at Annexure-I*
- d. Teaching Load of each Faculty : *As per AICTE guidelines*
- e. Internal Continuous Evaluation : *Continuous internal evaluation system System and place of students is followed as per Board guidelines. Regular record of each student is maintained in attendance –cum – Performance register by the faculty.*
- f. Students' assessment of Faculty, : *Student evaluation of faculty is System in place conducted once in a*

semester.Proforma attached at Annexure-II.

Teaching Learning Process

- Conducting practical using modern equipment
- Providing Calendar/Examination Schedule/Student Courses Files at the beginning of the academic year.
- Arranging special lectures by the Experts.
- Encouraging the students to participate in seminars.
- Industrial visits to get exposure and promote Institute-Industry interaction.
- Imparting leadership qualities, teamwork and communication skills to the students
by organizing personality development courses and seminars.
- Informing parents about the progress of their wards periodically.
- Monitoring by periodic written feedback from the students.
- Using modern technical aids (Audio Visual).
- Interaction with the industries.
- Regular knowledge updating through Library and Reference work.
- Participate in Seminars.
- Self assessment and Faculty Feed back. .
- Sponsoring faculty for short term courses

Principal
Mehr Chand Polytechnic College
Jalandhar

Annexure:

Annexure-I
Annexure-II

Annexure-II

MEHR CHAND POLYTECHNIC COLLEGE , JALANDHAR
TEACHER’S EVALUATION BY THE STUDENTS

Department: _____

A. Excellent B: V. Good C: Good D: Average E : Below Average

1	Method of Teaching						
2	Behaviour with students						
3	Knowledge in the subject matter						
4	General Awareness (Knowledge in other subjects)						
5	Whether he/She comes prepared in class						
6	Whether he/she is punctual						
7	Convinces any queries by students						
8	Whether class time is spent on un important						
9	Participation in general						

	activities						
10	How effective is he/she in preparing students for Exam.						

Special Remarks about any teacher /improvement
