

IILM UNIVERSITY

Gurugram

Student Handbook 2022-23

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About Student Handbook

The content in this handbook is designed to orient you to IILM University and inform you of the academic, career development center and the many other resources available to help you along the way. The Handbook contains the rules and procedures of IILM University which students are expected to be familiar with and to follow.

IILM University reserves the right to make changes to the handbook.

Guiding Principles

Academic

IILM is a place for learning and is an entrepreneurial journey for laying foundation of a successful career. Students have to follow intellectual honesty and integrity in all actions, punctuality and maintain a spirit of team work and responsible behaviour.

Entrepreneurship Cell (E- Cell)

Entrepreneurship Cell at IILM University believes that entrepreneurship is not just about starting companies, but a pathway towards India's socio-economic development. Our objective is to make students 'entrepreneurial' in every work that they do. We hope to enable them to solve global challenges as we see students as the greatest capital and intend to nurture them, provide them with opportunities for excellence.

Students and Club Activities

The Student Clubs provide a platform to students for expressing their talent and acquired knowledge. The University has a host of clubs and societies from which students can choose and obtain membership. Clubs help the students grow and enable students to enhance their non-academic skills.

Alumni

The 15000+ alumni closely associated with the University, are involved in mentoring existing students and also help the University in placement of students.

Disciplinary Committees

Discipline is the core of teaching and learning at the University. Student misconduct is taken very seriously and gets addressed by the disciplinary committee consisting of the senior members of the faculty and the decisions are binding.

Community Enforcement

Students, faculty members and staff members share common values. Any violation of these values and norms would be immediately reported to the Vice Chancellor and also the disciplinary committee. This includes academic discipline, as well as, overall conduct of everyone involved in the process.

Academic Norms

Graduation Requirements

Student should pass all core modules in all terms with minimum required marks. In case a student fails to clear all modules in the first attempt, h/she will be allowed to appear in re-examination. The re-examination will be held as per schedule. A student will not graduate if he/she fails to clear his/her modules. In such a case, the student will have to repeat the module with attendance along with the next batch and clear all assessments of the module afresh. Attendance requirement of the module is applicable to the repeat student. Waiver of attendance will be given by the module leader only after prior approval from the Vice Chancellor.

In the Classroom

- Formal dress code is applicable for every Tuesday and Thursday, guest speaker Interactions and for presentations.
- 75% minimum attendance is compulsory for any course. Formal exemptions are required from the Dean Academics, Mentoring case of unplanned situations and other interactions duly approved by the Dean Academics / Vice Chancellor.
- No Electronic gadget except laptop and the calculator is allowed in the classrooms.

- Students are expected to take part in all scheduled activities (classes, team- work, field visits, company visits and all cultural and social activities). Only in special circumstances, and with the approval of the Dean Academics, may a participant miss a scheduled activity.
- Students must obtain permission to leave the campus. Sign-out sheets will be used to record destination, time in and time out; this should be duly approved by the Dean Academics. Sign-out procedures will be explained during the orientation. Violation of sign-out procedures may cause dismissal from the programme.

Assessment Policy

The assessment for the Programs of IILM may be in various forms as described in each module plan. It may consist of any one of the following, or any combination of following: Case Study Analysis, Project work, Presentations/Viva, Quiz, Class Participation, Course Work and End Term Examination. Students who fail to meet the deadlines for submission of projects or assignments are not entitled to any credits assigned for the same. In their own interests, students are advised to follow the guideline and schedule for submission of project reports and assignments.

For all end term examination, the following guidelines will be followed:

- All examinations will be pre-decided and will be reflecting in the Academic Schedule.
- Admit cards will be issued to those students who have cleared outstanding fee dues and having adequate attendance. Students with any of these two violations, will not be allowed to give examination until and unless the Controller of Examination issues a conditional admit card to those students.
- All students should be seated according to the seating plan 10 minutes prior to the commencement of the examination. No student will be allowed once the invigilator announces the commencement of exam.
- Students must not carry Mobile phones, Laptops and any other material (until and unless allowed) inside the exam hall. An invigilator can cancel the exam of the student in case of possession any of the material mentioned above.
- Students will not be permitted to leave the exam hall (for water, washroom etc.) until and unless it is an emergency. In extreme emergency, the student will be permitted only once for a limited period of time.

Absence

The Dean Academics may consider the absence due to Major Personal Events or Medical reasons. A prior approval for leave is required in case of leaves due to personal events. In case the absence is on account of medical reasons, the following procedure is applicable:

- A leave application for such a case stating your name, registration and reason for absence supported by certificate from the relevant doctor should be submitted to the mentor within 2 days after joining back.
- In case of absence for more than 3 days copies of medical reports have to be attached.
- The leave application should clearly state the number of sessions missed for each course.
- All leave applications to be approved by mentor and forwarded to Dean Academics for necessary action.

Appeal process

In case a student is not convinced about the decision of the Dean Academics, he / she can appeal to the VC within 5 days. The appeal must comprise of a Letter of Appeal setting out in writing the grounds for and the nature of the appeal.

- Letter of Warning
- Cancellation of Assessment/Exam

Career Development Centre

The Career Development Centre at IILM University offers services such as career counselling, placement workshops, pre-placement talks & presentations, on campus recruiting, job / internship databases, and alumni networking, to help students make informed decisions and to plan for life at or after IILM. These services are designed to focus individual goals for professional development and are open to all the participants. The aim of Career Centre is to facilitate students with an understanding of skills required to get into a corporate and do well in a job. In order to promote professional behaviour during the industry interface, students are required to comply with the below mentioned guidelines.

Preparing You for Success

The Career Development Centre will help students to launch their careers through a combination of academic courses and practical guidance. The Career Development Centre aims at steering the

students in the right direction for a successful professional life through a variety of endeavours such as alumni connect; career-focused advisory; interactions with people from various industries; support and guidance for starting their own enterprise; advice on managing family businesses.

Who We Serve

- **Students:** Under graduate and Post graduate students can use the Career Centre services from first year to one year after graduation.
- **Parents:** We encourage parents to interact with Career Development Centre to understand the skills and resources being offered and built at IILM to equip the students for success.

What We Do

- **Career Advisory:** Career advisors including psychologists available to work with the students every step of their career trajectory supporting and guiding in areas required.
- **Interactions:** Interactions with professionals / entrepreneurs from various fields in informal / formal settings.
- **Alumni Connect:** Connect with alumni from various industries as mentors/ advisors.
- **International Education:** Guidance and support to students wishing to study abroad.

Career Courses: Some of the courses delivered by Career Development Centre in support with all the programmes are:

Business and You, Negotiation skills, Critical Thinking, Reading & Writing, Working with Emotional Intelligence, Purposeful work and Life choices, Management Communication, Design Thinking for Solving Business Problems.

For further discussion and queries, students and parents can contact:

Ms Simmi Tikoo

Deputy Director – Career Development Centre, IILM University Phone: 0124-2775627

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IILM's Vision 2022: IILM will educate and develop innovative, entrepreneurial and responsible business leaders.

Our Mission: We will offer with wider access, and in an inclusive and responsible manner

- An academically rigorous, practice and research supported, management education based on principled and ethical values, which maximizes the value add from entry to exit.
- An inspirational learning environment which fosters the understanding of disruptive, technological changes; challenges current assumptions, and encourages continuous innovation and learning.
- An outstanding practice based and work-related learning experience which focuses on the application of knowledge and skills and is globally relevant.
- Personal mentoring which respects individuality and inspires students to become responsive and responsible business leaders.

We will facilitate business and management research that leads to the creation of actionable knowledge, improves the understanding of management practices and provides inspiration for entrepreneurship and innovation.

Values:

- A people's policy that allows flexibility, understands individual needs, promotes respect, values integrity and team work, and is committed to employee development.
- A culture of continuous improvement and total quality that encourages creativity and innovation through collaboration and trust
- A deep commitment to the value of global social responsibility and sustainability putting larger interests above our own
- An appreciation of the cultural heritage and socio-economic diversity of India

Key Themes

- Commitment to an exceptional student experience
- Proactive alumni engagement

- International linkages that promote understanding and sensitivity to diverse markets and culture
- Safe environment and enabling infrastructure
- Transparent and seamless communication with students and parents, faculty and staff, alumni, and employers

ACADEMIC PROGRESSION AND GRADUATION REQUIREMENTS

1. Degree completion Requirements

- A student should complete full credits at the end of the enrolled program to graduate.
- Students will have to pass all core modules with minimum 40% marks in each subject or 4.0 CGPA.
- In case a student fails to clear all modules in the first attempt, they can sit in the reappear examination once.
- To be eligible to sit in the reappear examinations, a student needs to clear at least 50% of the core papers of the current or previous academic Year. In case a student fails to do the same, she/he will repeat the entire Year with the next batch students.
- The supplementary examination for all the core courses of year 1 for MBA will be held in the month of September in Year 2. For other UG programmes, COE will release the examination calendar.
- Students may also reappear with the junior batch of students to clear core papers in the respective trimesters / semesters when they are held.
- If a student fails to qualify the minimum requirement within 5 years of registration to the program, she/he will have to leave the program.
- Student who clear core modules in the first attempt will be given a chance to improve her/his scores by attempting to reappear in repeat examination. In such cases the best of the two scores will be considered. However, if the repeat examinations scores are better and incorporated in the mark sheet, the same shall carry 'R' as a super script to indicate the same.
- In MBA, for all the elective modules (Term 3 - Term 6) if a student fails to clear these in the first attempt, the student will have to appear for alternate assessments or opt for other

electives. However provisional mark sheets for Trimester IV and V will continue to carry grades for all examinations a student appears in and is graded. Replacement of grades for electives a student opts for in a later trimester in lieu of F grades in certain electives shall be carried out in the final grade sheet of the students.

- For obtaining the enrolled Degree a student will have to meet all the requirements mentioned above and score an aggregate of at least 40% or 4.0 CGPA.

2. Program Expectations

Group Assignments: A significant amount of group work is required in the program. Students are expected to participate individually and contribute to each group-based project/assignment within the program coursework. Students who fail to meet this expectation, without documented extenuating circumstances may receive a failing grade in the project/assignment. Guidelines will be provided outlining the requirements of group work by individual faculty members. Expectations will vary among faculty and students are expected to ask questions if they are not clear.

Assignment Deadlines: Assignments are due by the date and time specified in the Instructional Plan. Students who fail to meet the deadlines for submission of projects or assignments are not entitled to any credits assigned for the same. If a student fails to submit an assignment on time, she/he will be awarded a zero

In-class Assignments/Quizzes: In-class assignments and/or quizzes may take place during certain classes. These evaluations must be completed during the assigned class time. The absence if any should be informed in advance to the concern faculty. Please refer to the individual course outline for guideline related to missing assignment or quiz.

Intellectual Honesty: Students are responsible for personally maintaining control of their own work at all times, so that intellectual honesty can be maintained. Failure to maintain academic honesty will not be tolerated, and students found guilty in any way will be disciplined in accordance with the policy. A range of penalties may be applied based on whether it is a first or subsequent offence and on the severity from a grade deduction to suspension from the College.

Academic Misconduct and possible sanctions

All cases of academic misconduct by students will be referred to the Academic Committee. This includes the inappropriate behavior by the student in the classroom and during assessments. The possible sanctions include

- Letter of Warning
- Cancellation of Assessment/Exam
- Suspension
- Expulsion

The academic Committee may consider the absence due to Major Personal Events or Medical reasons. A prior approval for leave is required in case of leaves due to personal events. In case the absence is on account of **medical reasons**, the following procedure is applicable: -

- A leave application for such a case stating your name, registration and reason for absence supported by certificate from the relevant doctor should be submitted to the mentor within 2 days after joining back.
- In case of absence for more than 3 days copies of medical reports have to be attached.
- The leave application should clearly state the number of sessions missed for each course.
- All leave applications to be approved by mentor and forwarded to concerned team members for necessary action.

Appeal process: In case student is not convinced about the decision of the Academic Committee Decision they can appeal to the Dean/Director within 5 days. The appeal must comprise of a Letter of Appeal setting out in writing the grounds for and the nature of the appeal.

Attendance Policy

- It is compulsory for all students to meet 60 % attendance before the mid-term examinations. For End-term examinations, all students should meet and ensure 75% attendance for all subjects.
- In case of medical emergency of the student, or illness or other extreme events concerning an immediate family member (parent/sibling), the concerned student may be allowed

additional 10% relaxation in attendance requirements with due permission of the Dean / Director.

In the Classroom

- Students are requested to take care of the classroom furniture (Tables, Chairs, Ac's etc.).
- Leave the room in an orderly manner after the lecture /session gets over.
- All the rooms are installed with CCTV cameras and any damage to any college property, intentional / unintentional, will have to be borne by the person responsible for the same.
- Act responsibly & maturely. Don't scribble with your pens/ pencils on tables, chairs or walls.
- Switch off lights, AC's, fans etc. when leaving the classroom or not in use. Don't use the classrooms while any housekeeping or maintenance work is being carried out. Your cooperation will only help improve things.

Studying with our Partners (if applicable)

- Participants are required to stay for the whole duration of the programme. Participants are expected to take part in all scheduled activities (classes, teamwork, company visits, meals, as well as all cultural and social activities). Only in special circumstances, and with the approval of the coordinator, may a participant miss a scheduled activity.
- Participants must obtain permission to leave the campus. Sign-out sheets will be used to record destination, time in and time out; this should be duly approved by the coordinator of the partner institute. Sign-out procedures will be explained during the orientation. Violation of sign-out procedures may cause dismissal from the programme.

3. Examination Norms

Any violation of the norms of examination will be considered a serious offence and an act of misconduct. In such an event, the student will be liable for forfeiture of the answer book and expulsion from the examination hall at once. In the worst case, the student may be given an “F” Grade for the course.

Absence in the end term examination will be marked as incomplete. If a student repeats an examination to secure the passing grade/improve scores, the grades will carry a superscript R to denote repeat in the final mark sheet. For all end term examination, the following guidelines will be followed:

- All examinations will be pre-decided and will be reflecting in the Time Table/Academic Schedule.
- Admit cards will be issued to those students who cleared fee dues. Students with fee dues will not be allowed to give examination until and unless the Director issues a conditional admit card to those students.
- During an Examination, students are required to sit according to the seating chart provided in the classroom.
- All students should be seated according to the seating plan 10 minutes prior to the commencement of the examination. No student will be allowed once the invigilator announces the commencement of exam.
- Students must not carry Mobile phones, Laptops and any other material (until and unless allowed) inside the exam hall. An invigilator can cancel the exam of the student in case of possession of any material mentioned above.
- Students will not be permitted to leave the exam hall (water, washroom etc.) until and unless it is an emergency. In extreme emergency the student will be permitted only once for a limited period of time.

End Term Examination norms for students of Post Graduate Diploma in Management

1. Students should report at the examination venue at least 15 minutes before the scheduled time.
2. Students are expected to equip themselves with pen, pencil, ruler, calculator and all other relevant material the concerned faculty has informed the class prior to the examination. Scientific/programmable calculators are not allowed in the examination hall. Sharing of resources is not permitted in the examination hall.
3. On entering the examination venue, each student should collect the answer booklet from the invigilator. Students are required to take their seats as per instructions. Answer booklets are not exchangeable.

4. Students must fill the particulars on the cover page of answer booklet before proceeding to attempt any question. The same is the case with every additional booklet used. Your roll number is your registration number. **If a student mentions her/his name or creates any identification mark on the answer-sheet, the answer sheet will not be evaluated. The student shall be awarded an F grade in such papers.**
5. A student must not refer to any book, paper or other notes, unless it is an open book examination. **Except for open-book examinations, all bags, books and study material must be left outside the examination venue. Carrying of bags, laptops / Mobiles / Smart watches / Smart gadgets are not allowed in the examination venue. The Institute will not be held responsible for the loss or theft of any material from within or outside the examination venue.** Students are, therefore, advised to refrain from carrying important books, papers, bags or other belongings to the examination venue to avoid the risk of losing them.
6. Mobile phones are not allowed in the examination hall.
7. Except for essential communication with the invigilator, a student is not permitted to communicate in any form with anyone else during the examination. Passing or receiving information in any form or peeping into the answer books of others during the examination constitutes misconduct and is strictly prohibited.
8. Any students found resorting to unfair means would lead to cancellation of the exam paper & would be given zero mark. Same applies in case a student is found to be misbehaving with the invigilator. Any student found looking here & there or peeping into neighbor's answer sheet would straight way lead to deduction of 10 marks & repeat of the same will lead to cancellation of paper.
9. Students must stop writing, as soon as the invigilator signals the end of the time allotted for the examination.
10. Students are not allowed to leave the examination venue during the examination, without the express permission of the invigilator. It is the sole responsibility of the student to ensure that his answer book is promptly handed over to the invigilator on completion or at the end of the allotted time for the paper.
11. It is mandatory for all students to carry their Identity Card. Student will not be permitted to write the exam without the Identity Card.

12. Examination where case study has been sent by exam cell earlier, a fresh copy of the same is to be brought in the exam hall with no scribbled material on it
13. A candidate is expected to write her/his name and roll number on the question paper as soon as she/he receives it. Nothing else is to be written on the question paper. All rough works are to be carried out in the last page of the answer sheet and should be clear and legibly written for use by the concerned examiner.
14. For papers with duration of 90 minutes or less, the invigilator need not allow a candidate to go out of the examination hall even once. For duration of more than 90 minutes: The student cannot leave the hall during the first half hour and last half hour of the examination.

Unfair Means

No candidate (examinee) shall use unfair means or indulge in disorderly conduct at or in connection with examinations (midterm, end term, quizzes which are considered as part of assessment/evaluation by the instructor while awarding grades in a subject).

Unfair means shall include the following:

- During examination time having in possession or access to
- Any paper, book, note or any other unauthorized material which has relevance to the syllabus of the examination paper concerned.
- Mobile Phones or any electronic gadget other than calculator, even in switch off mode, which can potentially be used for communication or copying.
- Anything written on any other instrument or any kind of furniture or any other substance which may have relevance to the syllabus of the examination paper concerned.
- Anything written or signs made on the body of the candidate or his/her clothes/garments, handkerchief etc which may have relevance to the syllabus of the examination paper concerned.
- Anything written on the question paper which may have relevance to the syllabus of the examination paper concerned.
- Giving or receiving assistance in answering the question papers to or from any other candidate/person in the examination hall or outside during the examination hours.

- Talking to another candidate or any unauthorized person inside or outside the examination room during the examination hours without the permission of the invigilating staff.
- Swallowing or attempting to swallow or destroying or attempting to destroy a note or paper or any other material.
- Impersonating any candidate or getting impersonated by any person for taking the examination.
- Unfair means disciplinary action will be taken against any student who violates the above norms and are found with any reading material (in or outside the examination room/ gadgets during the examination).

Punishment

A candidate found using unfair means or involved in disorderly conduct or disturbing other candidates, at or in connection with an examination shall be referred to Unfair means Committee. The committee after consideration of the case as referred to it by instructor/invigilator can award punishment. The punishment awarded by this committee will be in addition to the punishment that may have been already awarded by the course coordinator with one or more of the following

- Cancellation of the examination of the paper in respect of which he is found to have been guilty; and/or
- Cancellation of the examination of the trimester examination for which he was a candidate and/or debarring from examination for future trimester(s).
- Any other punishment deemed suitable by the committee.

Norms of Punishment

The following norms for punishment are laid down.

(i) If the candidate is found having in his possession of any material relevant to the syllabus of the examination paper concerned but has not copied from or used it,

a. The punishment will be the cancellation of the examination of that particular paper and he/she will be awarded F grade in that paper with all the consequences to follow. However, if the material found in possession of the candidate is of insignificant nature the punishment may be relaxed to the extent that he/she will be given the chance to reappear in the examination.

(ii). If a candidate is found to have copied from or used the material caught,

a. The punishment will be the cancellation of the present trimester examination and he/she shall be awarded F grade in all the papers of that trimester with all the consequences to follow.

(iii). If the candidate is found talking to another candidate or to any unauthorized person inside or outside the examination hall during the examination hours without the permission of the invigilator his examination in that paper may be cancelled and F grade will be awarded in that paper with all the consequences to follow.

(iv). If the candidate is found reading or possess some incriminating material relevant to the syllabus of the paper in verandah, urinal etc his/her examination in that particular paper or his whole trimester examination depending on the gravity of the offence shall be cancelled.

(v). If the candidate is found giving or receiving assistance in answering the question papers to or from any other candidate/person in the examination hall or outside during the examination hours, his/her examination in that particular paper will be cancelled and F grade will be awarded in that paper with all the consequences to follow.

(vi). If the behavior of the candidate on being caught is unsatisfactory or the candidate uses resistance/violence against the invigilator or any person on examination duty or consistently refuses to obey the instructions, the above punishments may be enhanced according to the gravity of the offence as deemed fit by the Academic Committee

Student do's and don'ts during examinations

- Students are expected to reach the examination hall 15 minutes before the scheduled commencement of the examination.
- Under no circumstances will a candidate be allowed to enter an examination hall once the examination has commenced.
- Upon reaching the examination hall, students are required to be seated in the seat specified in the seating plan. If a candidate faces any problem in locating her/his seat in the hall, the invigilator may be referred to for assistance.

- Students are expected to carry their admit cards, pens, pencils erasers and scale to the examination hall. If the paper allows, non-programmable calculators will be allowed. Sharing of resources is strictly prohibited in the examination hall. Sharing of any resources
- Students are prohibited to carry or retain with oneself anything in printed form or hand written unless the examination explicitly allows the candidate to do so.
- For open book examinations text books will be allowed; however, sharing of text books or other printed resources are prohibited. A candidate's paper is liable to be cancelled if she/he is found to retain such matter in her/his body in the examination hall
- No student candidate is allowed to carry the cell phone during the conduct of examinations. A candidate's paper is liable to be cancelled if she/he is found to retain a cell phone in her/his body in the examination hall.
- Candidates are prohibited from talking or gesturing to fellow examinees during the conduct of the examination.
- Candidates are required to write their roll numbers upon receipt of the question paper. Marking, writing or highlighting any content of the question paper is strictly prohibited.
- Candidates are allowed to submit their answer sheets and leave the examination hall only after half the time allotted for the examination has elapsed.
- Candidates are allowed to leave the examination hall to use the rest room only once for examinations of duration 90 minutes and above. For examinations of lower duration washroom breaks are not permissible. Leaving the examinational hall in such cases is allowed only under exceptional circumstances, including sicknesses, under express approval of the invigilator.
- Under no circumstances will wash room breaks exceed 4 minutes. The invigilator may debar a candidate from writing the paper in case the break is longer than 4 minutes and the candidate fails to provide an adequate justification for longer period of absence. All absences exceeding 4 minutes shall be reported to the Controller of Examinations.

On completion of the stipulated time for the examination, the student shall stop writing and wait for the invigilator to collect her/his answer sheet. Answer sheets must not be passed on to fellow candidates to be submitted with the invigilator.

(Other examination related rules and regulations will be shared with you at an appropriate time)

Career Development Centre

The Career Development Centre (CDC) offers services such as career counselling, placement workshops, pre placement talks & presentations, on-campus recruiting, job/internship databases, and alumni networking, to help students make informed decisions and to plan for life at /after IILM. These services are designed to focus individual goals for professional development and are open to all the participants.

The aim of CDC is to facilitate students with an understanding of skills required to get into a corporate and do well in a job. In order to promote professional behaviour during the industry interface, students are required to comply with the below mentioned guidelines.

Highlights

1. Pathway to Great Placements

- Live Project
- Summer Internship Programme (SIP)
- Consulting
- Dissertation

Students must put in their best efforts to translate these interfaces into a PPO/ PPI (Pre-Placement Offer/Pre-Placement Interaction)

1. Student Preparation for Placements

- CDC would also conduct workshops in order to prepare you well for placement process. You should attend all these workshops as designated in the calendar
- Also, Aptitude Test, Case based discussions, Group Discussions and Personal Interviews are mandatory to attend.
- Placement Weeks are on the calendar which you are advised to attend.
- Attendance criteria in these workshops in order to be eligible for multiple offers (Final Placement/Full Time Offer) is as follows:
- You may hold simultaneously a maximum of three offers (provided you meet the criteria below) made through on-campus placement so that other students may increase their chances of receiving an offer.

- If your aggregate attendance is 75% and above in placement workshops conducted by CDC then you are eligible for three offers (In MBA)
- If your aggregate attendance is above 50% but less than 75% in placement workshops then you are eligible for two offers (In MBA)
- If your aggregate attendance is less than 50% in six placement workshops then you are eligible for only one offer (In MBA)
- You will be giving name of one company as your dream company to your faculty mentor after completion of your Summer Internship. If you get an offer from your dream company then you would not be allowed to appear for any other company. So, in case of getting offer from dream company you will be eligible for only one offer. This rule would be applicable even if your attendance is more than 75% in placement workshops.
- Written confirmation from the company about the final selection would be considered equivalent to offer letter. You will be given maximum 15 days to accept the offer where the last date of accepting the offer is not mentioned.

2. Pre-Placement Talks and other On-campus Recruitment Events

Information about companies' placement schedule, job descriptions, interview details, and compensation for final placement will be shared through Online Placement Portal, PB Works. The onus to check PB Works regularly completely stays with the student.

A student needs to go through the placement schedule from Sept onwards, job details, job location and compensation package for a position posted on PB Works carefully and if interested, may apply for the same by filling in details as per the format shared.

Only apply to the companies for which you have a genuine desire to work. Trial interviews are not acceptable as they may mar the image of both the student and the University.

Mandatory Expectations

Going through company website and understanding of job description and specification is a must. Attending Workshops, Group Discussions & Personal Interviews is compulsory. Dress code is business attire for all industry facing activities. The dress code details are stated below:

For Boys: Blazer/Trouser with matching tie/Business Suit.

For Girls: Blazer/Trouser with Scarf/Business Suit/Sari.

Penalties for Non-Compliance

Once you have applied for a company, it is mandatory for you to report on the day of presentation. Not attending the Pre-Placement Talk or other on-campus recruitment events after registering for the same will amount to misconduct and you will be suspended from the placement process.

However, in the first instance of such misconduct, suspension can be revoked after 10 days on the recommendation of the mentor if you undertake not to repeat it. But if the same misconduct is repeated by you in future, ICC may decide to debar you.

Summer Internships

You are allowed to get only one offer for Summer Internship through campus. In the event of a student appearing in multiple companies' selection process for summer internship, it would be mandatory for the student(s) to join the company which makes the first offer.

You have an option to get internship on your own but the project has to be approved by the Placement Committee comprising Director, and Head- Career Development Centre/Dean and Faculty mentor.

Penalties for Non-Compliance

If you are selected for internship through campus but you decide not to join the company. In such a case, you will be penalized by deducting 2 credits out of total 6 credits allotted to summer internship. This means that Summer Internship project in your case will be evaluated out of 4 credits only.

Full Time Offers

You will be provided a maximum of three offers through on-campus placement, subject to meeting the criteria for the same. You need to inform the CDC as soon as you have accepted an offer.

Once you have accepted an offer/joined a company, you shall not be allowed to apply for any other company through campus placement process.

Withdrawing from an accepted job offer or to renege on an offer violates IILMs professional and ethical standards, and is a serious violation of the IILM Code of Conduct.

If, however, you find that due to unforeseen circumstances you are unable to keep a commitment to an employer, you must first inform the Career Development Centre of your intention to renege on your job offer. The CDC will work with you to determine the appropriate course of action. Any decision regarding your joining the company earlier needs to be approved by CDC on case-to-case basis.

You need to take No Objection Certificate (NOC) from the University before joining the company and shall clear all pending dues before your joining. University may take disciplinary action against students who fail to adhere to this guideline.

Penalties for Non-Compliance

Student is expected to honour job offer. To renege an accepted job offer damages not only the Individuals' professional reputation, but also diminishes IILMs image. Such actions spoil relationship of IILM with the employer who may decide not to hire from IILM in future.

The renege of a finally accepted job offer is a serious breach of the Code of Conduct and is subject to immediate debarring of the student from the placement process.

It should also be noted that no student is allowed to interact / contact the company executives directly during or after the selection process unless authorized by the CDC. Noncompliance will result in debarring the student for the Final Placement for 10 days. If the same misconduct is repeated by the student, ICC may decide to debar the student from the placement process.

In addition, note that purposefully providing false or inaccurate information in CVs, cover letters, emails or in any other form of communication, including official verbal statements such as interviews is also breach of IILM code of conduct and may result in debarring from campus placement process. Any decision regarding the same would be taken by the ICC.

Student events, club activities and Behaviour within the external community

A diverse range of co-curricular activities is available to students at IILM University. The faculty and staff encourage students to become involved in campus organizations and to participate in campus activities. Students can initiate new clubs/society at any time.

- **On campus, you are expected to**

Organize extra-curricular activities, as part of various societies/clubs. Also ensure avoiding conflicts with class schedules, placement week/on campus recruitment events, exam periods, etc., while planning/participating in the Club activities.

Clubs/Society must obtain approval of all events, activities, publicity, and promotions from their designated authority. When violations occur either during an event sponsored by the University or by an individual representing or associated with the club/society or group, student groups and clubs may be charged with violations of the Code of Conduct. A student group or clubs/ society and its representatives/ leaders may be held collectively and/or individually responsible.

- **Behaviour while at Global Study Tour/Exchange Programme**

Students are allowed to have cell phones, but they are not allowed to have the cell phones turned on during class time or at any other time that requires their attention to be directed to various Universities activities. The programme encourages students to engage in programme activities and socialize with others in the programme; therefore, excessive use of smart phones or other mobile devices for social networking, email, and games is not allowed. Students are discouraged from having gatherings in their rooms; they should instead make use of common areas of the campus to meet with friends and to socialize.

Students are responsible for keeping their rooms clean. Students are expected to help maintain the cleanliness of common spaces by cleaning up trash in the common areas, even if they did not leave it there. Students must keep their rooms locked when unattended. All suspicious activity should be reported to the faculty coordinator. Students shall not use, possess, or distribute alcohol, tobacco, or drugs, with the exception of prescription and over-the-counter medications and approved for use by the students' parent or guardian. All prescription medications must be in their original, labelled packaging. Participation in an incident involving alcohol, tobacco, or drugs is cause for immediate dismissal, even if the student did not consume or intend to consume these substances.

- **Possible Sanctions**

IILM may postpone or cancel events such as NGO fairs, blood donation camps, etc. IILM may deactivate club email accounts or cancel club activities.

Any behaviour harmful to the community shall be dealt with strictly by ICC.

- **Non- discrimination Statement**

Discrimination on the basis of religion, race, caste, gender, personal belief, origin, marital status, or disability or any kind will not be tolerated.

International Collaboration

The international experience is as per the vision of IILM, it imparts students an exceptional learning experience and secondly our endeavour is to maximize the value addition to our students. Over the years, IILM has consolidated its position and has forged partnerships with institutions across the globe to diversify the student experience and faculty growth. Collaborations with the foreign institutions is essential to the success of the global activities. These partnerships are leveraged by students of both the Undergraduate and Post Graduate programmes.

- **Role of International Office at IILM**

As part of the undergraduate and post graduate programmes offered at IILM, it is imperative for students to have an understanding of the functioning of the global market place. The International Office is responsible for the Institute's overall international strategy, including student exchanges and links with universities and other organizations. The International Office (IO) provides advice and assistance relating to academic programs as well as administrative services including application, admission, fee payment and enrollment services. The International Office also strives to enrich the academic and cultural experience of international students, faculty and visitors. The IO aspires to increase the visibility of international students, faculty and visitors to enrich the broader campus community.

COMMITTEES OF IILM UNIVERSITY

Internal Complaints Committee

With reference to the Judgments of Hon'ble Supreme Court of India in Vishaka & others vs. State of Rajasthan case, to prevent Sexual Harassment of women at work place a complaint committee comprising of following members to look into all such matters as mentioned below is formed:

S.No.	Names	Designation	Qualification
1	Mr Sanjay Subarna	Presiding Officer	Vice President & Director
2	Dr Asha Verma	Member	Dean
3	Dr Manisha Joshi	Member	Dean

4	Dr Hima Gupta	Member	Director, Placement
5	Ms Shriya Vasisht	Member	Counsellor
6	Col Lalit Kapoor (Retd)	Member	Registrar
7	Asha Jaiswal	Member	NGO
8	Prof A D Burman	Member	Faculty
9	Ms Runjhun Ghosh	Member	Student PG
10	Ms Riya Singh	Member	Student UG

As Women working/ studying at IILM University, Gurugram, if you have been sexually harassed in any of the forms is given below: -

- a) Physical contact and advances.
- b) A demand or request for sexual favor.
- c) Sexually colored remarks.
- d) Showing pornography.
- e) Any other unwelcome gestures-verbal or non-conduct of sexual nature.

For any complaints/ suggestions, employee & student may contract / write to Vice Chancellor, Dr. Sujata Shahi at 012- 2775631, sujata.shahi@iilm.edu

Jurisdiction

All members of staff; teaching or non-teaching and all students studying in IILM University are subject to the jurisdiction of this committee.

Conducting Enquiry by the Internal Complaints Committee

i) Any person aggrieved shall prefer a complaint before the Internal Complaints Committee at the earliest point of time and in any case within 15 days from the date of occurrence of the alleged incident.

ii) The complaint shall contain all the material and relevant details concerning the alleged sexual harassment including the names of the contravene or and the complaint shall be addressed to the Complaints Committee.

iii) If the complainant feels that she cannot disclose her identity for any particular reason the complainant shall address the complaint to the Vice Chancellor and hand over the same in person or in a sealed cover. Upon receipt of such complaint the Vice Chancellor shall retain the original complaint with himself/herself and send to the Complaints Committee a gist of the complaint containing all material and relevant details, other than the name of the complainant and other details, which might disclose the identity of the complainant.

iv) The Complaints Committee shall take immediate necessary action to cause an enquiry to be made discreetly or hold an enquiry, if necessary.

v) The Complaints Committee shall after examination of the complaint submit its recommendations to the Vice Chancellor recommending the penalty to be imposed.

vi) Vice Chancellor upon receipt of the report from the Complaints Committee shall after giving an opportunity of being heard to the persons complained against, confirm with or without modification the penalty recommended after duly following the prescribed procedure

vii) In cases, pertaining to the officer holding the posts of Asstt. Registrar / Lecturers or above the case shall be submitted to the Board of Management / Governing Body of the University.

Disciplinary Committee

Disciplinary Committee will comprise of the following members: -

S.No.	Name	Designation	Qualification
1	Mr Sanjay Subarna	Chairperson	Vice President & Director
2	Dr Hima Gupta	Member	Director, Placement
3	Dr Asha Verma	Member	Dean

4	Dr Manisha Joshi	Member	Dean
5	Prof Nitika Seth	Member	Senior Faculty
6	Col Lalit Kapoor (Retd)	Member	Registrar

Committee Role and Responsibilities

Ongoing Activities

1. Maintain transparency, non-bias opinion and confidentiality.
2. Review and finalize all meeting minutes in advance of Committee member circulation.
3. Sign all records, reports, member decision letters and /or other forms related to the Committee activities.

During the Meetings

1. Ensure all Committee members have the opportunity to actively participate in Committee discussions, decisions and motions; and manage controversy.
2. Ensure member secretary has documented the proceedings:
 - a) All main points of the meeting's discussions
 - b) Action items
 - c) Motions / decision made by Committee
 - d) Meeting starts and end time
3. Set future meeting dates.

Acts of indiscipline and misconduct

Without prejudice to the generality of the power to maintain and enforce discipline the following shall amount to acts of indiscipline or misconduct on the part of a student of the University and affiliated colleges and institutions: -

- (i) Physical assault, or threat to use physical force, against any member of the teaching or non-teaching staff of the University or an affiliated college or institution or against any student of the University.

- (ii) Remaining absent from the class, test or examination or any other curricular or co-curricular activity which he is expected to participate in;
- (iii) Carrying of, use of or threat to use, any weapon;
- (iv) Misbehavior or cruelty towards any other student, teacher or any other employee of the University, a college or institution;
- (v) Use of drugs or other intoxicants except those prescribed by a qualified doctor;
- (vi) Any violation of the provisions of the Civil Rights Protection Act, 1976;
- (vii) Indulging in or encouraging violence or any conduct which involves moral turpitude;
- (viii) Any form of gambling;
- (ix) Violation of the status, dignity and honor of a student belonging to a scheduled caste or a scheduled tribe;
- (x) Discrimination against any student or a member of staff on grounds of caste, creed, language, place of origin, social and cultural background or any of them;
- (xi) Practicing casteism and untouchability in any form or inciting any other person to do so;
- (xii) Any act, whether verbal or otherwise, derogatory to women;
- (xiii) Drinking or smoking;
- (xiv) Any attempt at bribing or corruption of any manner or description;
- (xv) Willful destruction of the property of the University;
- (xvi) Behaving in a rowdy, intemperate or disorderly manner in the premises of the University or encouraging or inciting any other person to do so;
- (xvii) Creating discord, ill-will or intolerance among the students on sectarian or communal grounds or inciting any other student to do so;

(xviii) Causing disruption of any manner or description of the academic functioning of the University system;

(xix) Indulging in or encouraging any form of disruptive activity connected with tests, examinations or any other activity of the University.

(xx) Truancy and unpunctuality;

Anti- Ragging Committee

Anti-Ragging Committee comprising of the following members: -

S.No.	Name	Designation	Qualification
1	Dr Sujata Shahi	Chairperson	Vice Chancellor
2	Mr Sanjay Subarna	Member	Vice President & Director
3	Dr Saima Rizvi	Member	Senior Faculty
4	Dr Manisha Joshi	Member	Dean
5	Dr Asha Verma	Member	Dean
6	Prof Nitika Seth	Member	Senior Faculty
7	Dr Hima Gupta	Member	Director, Placement
8	Dr Kamna Yadav	Member	Senior Faculty
9	Col Lalit Kapoor (Retd)	Member	Registrar
10	SHO – Sushant Lok	Member	Representative Police Administration
11	To be nominated	Member	Representative Local Media
12	Ms Asha Jaiswal	Member	Representative NGO
13	Ms Runjhun Ghosh	Member	Representative Senior Student

14	Ms Shriya Vasisht	Member	Counsellor
15	Ms Riya Singh	Member	Representative Fresher Student
16	To be Nominated	Member	Representative Parents

Ragging

1. "Ragging" means display of disorderly conduct, doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any college/institution.
2. "Ragging" in any form inside or outside the campus is banned.
3. Any student found indulging in ragging will be summarily expelled from the college.
4. Person found guilty of ragging could be punished with rigorous imprisonment for three year/fine of 25,000/- INR or both depending upon the degree of severity of the offence, as per the Law.

Responsibilities of Anti Ragging Committee

1. Committee will be Responsible for the following in their areas.
2. They will carry out surprise checks in probable areas of ragging.
3. Ensure anti ragging instructions are displayed at prominent places in their areas of control.
4. The Committee member will collect the updated list of student including their latest address and phone no's in respect of the classes
5. For communication with the in-charge of Anti-Ragging the following telephone no is furnished Dr. Sujata Shahi at 0124-2775631, sujata.shahi@iilm.edu

Committee For Redressal of Grievances

A Grievance Redressal committee has been formed in the University to settle genuine grievances of students, staff and parents up to a satisfaction level so as to create a healthy relationship among the students, parents' employees and employer. The grievance will include any matter

relating to student and staff. The committee is requested to contribute effectively to dispose the grievances at the earliest.

Student Grievances Redressal in compliance of DO. No. F-1-2/2012 (Website) dated September 3, 2014 of University Grants Commission, New Delhi, the students' grievances can be submitted to the committee, members are as follows:

S.No.	Names	Designation	Qualification
1	Mr Sanjay Subarna	Chairman	Vice President & Director
2	Dr Manisha Joshi	Member	Dean
3	Prof A D Burman	Member	Faculty
4	Dr Asha Verma	Member	Dean
5	Dr Hima Gupta	Member	Director, Placement
6	Prof Nitika Seth	Member	Faculty
5	Mr Akshay	Member (Special Invitee)	Student
		OMBUDSMAN	

Addressing of Grievance

1. Written Grievance needs to be submitted by the student of the University to the Grievance committee.
2. The committee is required to complete the hearing and submit its decision within 5 working days, from the date of receipt of the complaint.
3. If the student is not satisfied, he/ she has a right to appeal in writing against the decision of the Grievance Committee to the VC. Appeal should be sent by student within five

working days of the said decision. The decision will be communicated to the students by the office of VC.

4. Registrar of the University to check the Grievance Register every week. Report to the Vice Chancellor of the University.

Committee For Prevention of Caste Based Discrimination

In order to prevent caste-based discrimination and other forms of discrimination. IILM University has constituted the Anti-Discrimination Committee. The members of this committee shall desist from any act of discrimination against SC/ST students on grounds of their social origin. It would ensure that no official/faculty members indulge in any kind of discrimination against any community or category of students.

The Committee would look into the discrimination complaints received from SC/ST/OBC students/Teachers and the non-teaching staff:

Sr.No.	Names	Committee Position	Designation
1	Dr Sujata Shahi	Chairperson	Vice-Chancellor
2	Mr Sanjay Subarna	Member	Vice President & Director
3	Dr Hima Gupta	Member	Director, Placement
4	Dr Manisha Joshi	Member	Dean
5	Dr Kamna Yadav	Member	Faculty
6	Dr Asha Verma	Member	Dean
7	Prof Nitika Seth	Member	Faculty
8	Col Lalit Kapoor (Retd)	Member	Registrar
9	Dr Kirti Maheshwari	Member	PhD Scholar

10	Ms Shahana Qutub	Member	PhD Scholar
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Code of Conduct for Hostelers

1. The hostel rooms are subject to inspection at any time of the day or night. The Wardens / Faculty coordinator of the University shall ensure that hostel rooms, Common Rooms, Verandas and surroundings are kept neat and tidy and no unauthorized items like liquor, narcotic drugs and psycho tropic substances, lethal weapons etc., are kept in the rooms in the hostel. It shall be the duty of students to help and assist the University Staff, Wardens in discharging their responsibility in an appropriate manner.
2. Students must observe the timings indicated elsewhere for taking meals and for returning to the rooms after leaving the campus during weekends or other days.
3. Students require an Out Pass for an outing on weekends and on other days if there are no classes these days. Out passes will be issued by the Faculty Coordinator with information to Warden & Security officer. All students must carry their student I.D. Cards for the purpose of entry and exit from the Campus as security staff are required to check this to allow an entry or exit of a student.
4. During weekdays when there are classes, due to an emergency or otherwise, if a student wants to leave the Campus with parental consent, the Faculty coordinator / mentor can approve the student's request to leave the Campus.
5. Students who have left the Campus to visit their family or friends or for other purposes must return to the Campus before 08:00 (UG students) and 10:00 pm (PG students). No student will be allowed to leave the Campus after 10:00 pm and before 6:00 am except with the prior permission of the Faculty Coordinator / mentor in any emergency.
6. Students must make sure that they do not bring back with them any item which is prohibited on the Campus.
7. Students should keep their rooms neat and tidy and ensure proper hygiene.
8. Students should ensure proper hygiene in using the common rooms and the toilets.
9. Students must take care to use electricity, water and other facilities in an environment-friendly manner and avoid any wastage.
10. Students are not allowed to enter areas designated exclusively for the opposite sex.

11. Students should be decently and appropriately dressed at all times.
12. Students must keep their valuables in lock and key in their own rooms. The University is not responsible for the safety or loss of any personal property of the students.
13. Students must ensure that University property such as, furniture, fittings or equipment etc. are used with due care and caution. Any negligent use resulting in damage to any property will attract financial and other penalties. Loss of room keys by students will be replaced at a cost.
14. Students should not keep or store unauthorized substances, property, pets, or weapons or allow guests to stay in their rooms.
15. Students should maintain a high standard of decorum and propriety in the Campus. They should not indulge in displaying pornographic materials, or in gambling, ragging or sexual harassment. In addition, they shall not practice discrimination based on race, religion and place of origin etc. In particular, foreign students must be shown due courtesy and treated in a dignified manner.
16. Students should not smoke and should not indulge in the use of psychotropic drugs or alcohol in the Campus. Possession of these items will be regarded as breach of these regulations.
17. Students should not post anywhere or circulate in any manner on the Campus any objectionable or obscene material in the form of notices, pictures, posters, leaflets, SMS, emails etc.
18. Students should not use in their rooms any high voltage electrical equipment, such as heating coils, press iron etc. If any such item is found, the matter will be brought before the Disciplinary Committee and the items will be seized.
19. Students must refrain from any behaviour which may cause any environmental pollution including noise pollution.
20. Students must report to the Warden any illegal activity or unacceptable behaviour that they might have witnessed on the Campus.
21. Students must deal with their room-mates, classmates, and the employees of the University and other service providers with courtesy and respect.
22. Students must take proper care in using the hostel and Campus premises and facilities and shall not disfigure, deface or cause damage to buildings or to any articles or fixtures therein. The total replacement cost, shall be borne individually and/or collectively by the students

concerned. In addition, such acts shall also invite serious disciplinary action and punishment including expulsion of the vandal/s from the University.

23. Students must apprise themselves of the University's anti-ragging regulations and the consequences and penalties for ragging.

Violation of Discipline

Any act of misconduct committed by a student inside or outside the campus shall be an act of violation of discipline of the University. Violation of the discipline among other things shall include:

1. Disruption of teaching, student examination, research or administrative work, curricular or extra- curricular activity or residential life of the members of the University, including any attempt to prevent any member of the University or its staff from carrying on his or her work and any act reasonably likely to cause such disruption.
2. Damaging or any defacing University property or the property of members of the University or any other property inside or outside the University campus.
3. Engaging in any attempt at wrongful confinement of teachers, officers, employees and students of the University or camping inside or creating nuisance inside the boundaries of house of teachers, officers and other members of the University.
4. Use of abusive and derogatory slogans or offensive language or incitement of hatred and violence or any act calculated to further the same.
5. Ragging in any form. “The word “ragging” means the action of teaching, playing practical joke upon someone or holding comic parades and other activities during certain period of a College term to raise money for charity “Ragging includes display of noisy, disorderly conduct, teasing excitement by rough or cause or likely to cause annoyance, undue hardship, physical or psychological any act or perform something which cause him/her shame or embarrassment or danger to his/ her life. Forms of ragging to address senior or “Sir” perform mass drills: copy class notes for the seniors; sever various errands; do pornographic pictures to fresher out of their innocence; force to drink alcohol drills: scalding tea etc. To do acts which can lead to physical injury, mental torture or death; strip, kiss or do other obscenities.
6. Eve teasing or disrespecting behaviour to women or girls’ students.
7. An assault upon, or intimidation of, or insulting behaviour towards a teacher, officer, employee or student or any other person.

8. Causing or colluding in the unauthorized entry of any person into the campus or in the unauthorized occupation of any portion University premises, including hostels or halls of residence, by any person.
9. Getting enrolled in more than one courses of study simultaneously in violation of the University rules.
10. Committing forgery, tampering with or misuse of the University documents or records, identification cards, etc.
11. Furnishing false certificates or false information to any office under the control and jurisdiction of the University.
12. Consuming or possessing alcoholic drinks, dangerous drugs, tobacco or other intoxicants in the University premises.
13. Indulging in acts of gambling in the University premises, loitering.
14. Possessing or using any weapon such as knives, Lathis, iron chains, iron rods, sticks, explosive and fire in the University premises.
15. Arousing communal, caste or regional feelings or creating disharmony among students.
16. Not disclosing one's identity, or not showing University identity card, when asked to do so by an employee or officer of the University who is authorized to do so.
17. Tearing of pages, defacing, burning and destroying of books of any library or seminar.
18. Unauthorized occupation of hostel rooms or unauthorized acquisition or use of university furniture in one's hostel room or elsewhere.
19. Accommodating guests or other persons in hostels without permission of the Vice Chancellor or Warden.
20. Improper rendering of accounts for money drawn from or through any office under the control and jurisdiction of the University.
21. Coercing the Medical staff to render Medical Assistance to persons not entitled to the same or any other disorderly behaviour.
22. Any act of moral turpitude.
23. Any offence under law.
24. Committing any of the offences specified in the examination (Control or Unfair Means and Disorderly Conduct) Regulations of the University.
25. Violation of the Traffic Rules as notified by the University.
26. Improper behaviour while on tour or excursion.

27. Pasting of posters or distribution pamphlets, handbills etc. of an objectionable nature or writing on walls and disfiguring buildings.
28. Disobeying the teachers and displaying misdemeanour within and outside the University premises, and /or not wearing prescribed uniform/ aprons/ laboratory coats/ safety glasses etc. Indulging in vandalism/violence and damaging University and/ or public property or property of any other person.
29. Demonstrations. Inciting protests, distributing hand bills etc.
30. Unauthorized use of mobile/satellite phone within the campus.
31. Any type of harassment whether physical, verbal, mental, sexual or electronic quarrelling, fighting and passing derogatory remarks in the University premises against fellow students/ teachers/ employee/ canteen and mess workers etc.
32. Any other act which may be considered by the Vice Chancellor or the Discipline Committee to be an act of violation of discipline.

Nature of Penalties

The following penalties may, for act of discipline or misconduct of for sufficient reasons, be imposed on a student, namely:

- Written warning and information to the guardian, recording in dossier of student.
- Fine as prescribed from time to time.
- Suspension from the Class/School for 3/5/7/10 days or more, with effect on attendance; suspension from Hostel/Mess/Library and /or withdrawal of any academic or other University activity, privilege, benefit, right or facility.
- Suspension or cancellation of Scholarship, fellowship or any financial assistance from any source or recommendation to that effect to the sanctioning agency.
- Recovery of pecuniary loss caused to University Property.
- Debarring from participating in sports and other such activities,
- Disqualifying from holding any representative position in the Class/ School/ Hostel/Mess/Sports/Clubs and in similar other bodies.
- Reallocation to another hostel.
- Expulsion from the School/Faculty/Hostel/Mess/Library/Club.
- Debarring from an examination.

- Rustication.
- Issue of Migration Certificate and reflect the act as indiscipline in the Character Certificate.
- Disqualifying from further studies, or prohibition of further admission or re-admission.

Suspension Pending Enquiry

Any student against whom a charge of misconduct has been made may be suspended from the rolls of the University by the Vice Chancellor, during enquiry or trial of a cognizable offence by a court of law.

Mentoring

IILM University provides comprehensive mentoring support to all its students during the whole Programme.

In the First year, you mentor will help you:

- Identify your strengths, attributes and interests.
- Focus on your preferences about job and career.

During the consecutive years, your mentor will:

- Assist in identifying right organizations for your career. Will help prepare you for Business or final placement. Support you in developing a well-rounded personality.

Amenities and Facility on Campus

IILM University has the following facilities:

- **Library and Information centre.** University Library is well stocked. It has nearly 20,000 books, journals, Magazines, research paper etc with a well-connected online resource data base EBSCO Business resource Elite. The library has institutional Memberships with Delnet, ICSSR and MDI Gurugram. The library is open for students from 8.00 AM to 9.00 PM.
- **IT Infrastructure.** University has a well-connected WI-FI network across the complete campus and hostels. The ERP system has been implemented in the campus for all functions. The campus has well equipped computer labs with simulation software for meeting the student requirement.
- **Recreational Areas.** University has adequate student centric recreational areas. These areas are exclusive for students with all modern facilities like computers, discussion areas

and indoor games. Student lounges separately for boys and girls have been created in each hostel.

- **University Cafeteria.** University has a very well balanced hygienic modern cafeteria facility for students and employees. The food in the cafeteria is regularly tested for its quality. The modern Tuck shop provided students additional facilities at reasonable rates.
- **Residential Facilities for Students.** Modern Residential facilities have been created for the students with all modern living spaces with adequate storage areas. The student lounges in the hostel provides recreational and interaction area during off periods. All Hostels are equipped with adequate facility like washing machines, microwave, water coolers etc. The Out-campus hostel has regular vehicular facility for movement between campus and hostels.
- **Gymnasium.** A modern gymnasium is available for students and employees in the campus. The gymnasium has regular trainer to ensure proper training to the students.
- **Sports Area.** The campus is green campus and has many outdoor and indoor facilities for the students. Open Basketball and volleyball courts along with indoor Table tennis facilities keeps the students engaged post classes.

Safety and Security

- IILM University is committed to providing a safe and supporting environment for students which minimizes risk of harm and ensures all members of university community feel safe and secure.
- Supports the physical, social, academic, spiritual and emotional development of students.
- 24-hour manned premises (Campus & hostels) for proper monitoring & prevent any unauthorized entry.
- CCTV coverage & back up of all the areas within the premises and hostel.
- To ensure Health and Safety Components and the Emergency evacuation procedures are in place.
- Grounds and buildings are well maintained to minimize the risk of accidents and injuries to anyone who enters the IILM campus.
- To ensure medical emergency, response plan is in place.

Health Care

- **In campus Medical Facilities.** IILM University has a fully equipped sick room with all necessary first aid facilities.
- **Tie up with Hospitals.** IILM University has tie up with Paras and Pratiksha Hospitals located in Gurugram. These hospitals provide concessional treatment to students and employees of the university. Free Ambulance service with Hospital helps the students in ensuring timely treatment.
- **Health and Dental Camps** - Regular Health and dental camps are provided to the students of the university. In addition to the same regular health talks by the tie up hospitals ensures necessary sensitizing of issues related to health and necessary preventive care

Food and Beverage Timings Dining Hall

The food services are made available in the dining hall of the University on self-services basis. The dining hall for the students is located on the basement of the Academic Building. The dining hall has four services including Breakfast, Lunch and Dinner for all students residing on the campus. Only vegetarian meals are served with the exception of eggs in certain meals. A state-of-the-art kitchen with the best equipment ensures that the wide array of the cuisines can be prepared well. The food is served under hygienic conditions.

- Breakfast: 7:50 am – 9:20 am
- Lunch: 12:00 pm – 3:00 pm
- Dinner: 7:30 pm – 9:15 pm

Contact person for Food and Beverage Services Mr. Prashant Kumar: +917290001949

Library Regulations

1. The Library shall remain open from 8:00 am to 9:00 pm on all working days.
2. Each student is allowed to borrow a maximum of 3 books at a time for a period of 14 days. A book can be reissued up to 2 times provide there is no reservation against it.
3. Books lost, torn or damaged will have to be replaced by the borrower either with latest edition of the book or with the cost of the book.
4. Failure to return borrowed books on time will attract a penalty of Rs. 50/- per day irrespective of the reason for the delay.

5. One book per student may be issued from the 'Overnight Reference Section' after 5:00 pm and must be returned by 10:00 am the next day. Delay in returning these books will lead to fine of Rs. 500/- per day.
6. Library Newspapers, Magazines and Journals can neither be issued nor can they be taken out of the library.
7. Non-payment of overdue charges may lead to strict action including but not limited to withholding to exam results, de-listing from placements and cancellation of library membership.
8. Attempting to carry out non-issued library material will also lead to strict action.
9. Silence has to be maintained in the library. Distraction by Mobile phones in any way is prohibited.
10. Eatables and cold drinks are not allowed inside the library. Carrying personal bags into the library is not allowed however laptops are permitted provided they do not disturb others in any way.
11. Each member is responsible for the library card issued to them. The card can only be used by the authorized person to whom it is issued.
12. Loss of library cards must be notified to the librarian in writing. Upon approval replacement cards may be issued on payment Rs. 250/-.
13. After completion of the program, students will have to obtain a “No Dues” certificate from the Librarian and surrender their library card.
14. The library rules and regulations may be modified as per discretion of the management and shall be binding on all.

Officers of the University (As per Haryana Pvt Universities Act, 2006)

- Visitor- Honourable Governor of Haryana
- Chancellor- Dr. S.Y. Quraishi
- Vice-Chancellor - Dr. Sujata Shahi
- Registrar- Col. Lalit Kapoor (Retd)
- Controller of Examination- Dr. Saima Rizvi

1. The MBA Programme

The Masters of Business Administration (MBA) programme aims to cater to the demands of management professionals and prepare its graduating students for a challenging career through an intensive and rigorous curriculum. The programme endeavors for holistic development of its students, thereby making them intellectually, socially, physically, and spiritually balanced human beings. We believe in an education system that looks beyond employment by imparting “Life Skills” and enhancing life time opportunities.

The Batch of 2022-24 undergoing the Masters of Business Administration (MBA) at IILM University is governed by the information, rules and regulations contained in this Handbook. The University reserves the right to amend/ modify/ alter these rules and regulations time to time without any advance notice.

The curriculum is planned keeping in mind the programme level outcomes which in turn are derived from the mission statement. The institute has set the following as the programme level goals –

Program Learning Goals

L1 - An understanding of organizations and management techniques to allow investigation into business and management issues.

L2 - An ability to acquire, analyze and understand data and information for managerial decisions.

L3 - Critical thinking and informed judgment leading to problem solving, decision-making and negotiating skills

L4 - Cognitive flexibility which enables adaptability to uncertainty in a rapidly changing business environment

L5 - An understanding of disruptive and technological change and the ability to seek innovative and entrepreneurial solutions.

L6 - Emotional intelligence and people’s skills in communicating, working in teams and with people.

L7 - Being cognizant of the impact of individual and corporate actions on society, recognizing responsible and inclusive business practices and sensitivity to the social, economic and environmental responsibilities of business.

In accordance with the above, all the MBA Program is a well thought out mix of classroom study and experiential/practical training. It is a fully residential program of two years duration. The programs involve learning through classroom sessions, discussions and exercises, project assignments with organizations, and field-based course specific project work.

IILM UNIVERSITY, SCHOOL OF MANAGEMENT
Academic Calendar MBA 2022-24

- Year 1 - Total Available days =184, Teaching Days =168 (Excluding Exam Week)

Academic Calendar MBA 2022-24

MBA 2022-24	Term 1
Pre-Engagement Plan	Feb - Jun, 2022
Foundation Courses	4 th July, 2022 to 22 nd July, 2022
Duration	1 st August to 15 th October, 2022
Orientation	Mon 25th July and Wed 27th July, 2022
Industry Visit/Outbound Activity	29th July, 2022
Commencement of Classes	Mon 01 August (Late Batch to start 05 September)
Total Available Days	53 Days
Teaching Days	48 Days (Exam-5 Days)
Activity Week	1 st to 3 rd September 2022 (Conclave/Panel Discussion/Industry Visit)
Last Teaching Day	07 th October, 2022
Examination Week	10 th October, 2022 to 15 th October, 2022 (5 Days)
Holidays	9 th August-Muharram, 11 th August-Raksha Bandhan, 15 th August-Independence Day, 2022, 02 nd Oct-Gandhi Jayanti, 05 th Oct-Dussehra.
MBA 2022-24	Term 2
Duration	17 st October, 2022 to 21 st January, 2023
Commencement of Classes	17 st October, 2022
Total Available Days	64 Days
Teaching Days	59 Days (Excluding Exam-5 Days)
Last Teaching Day	16 th January, 2023
Examination Week	17 th January to 21 st January, 2023 (5 Days)
Activity	19 th Nov. 2022 - HR Conclave / Student Seminar.
Holidays	22 nd - 24 th October- Diwali, 26 th October-Bhai Dooj, 8 th Nov- Guru Nanak Birthday
Winter Break	24th December 2022 – 1 st January, 2023
MBA 2022-24	Term 3
Duration	23 rd January to 19 th April, 2023
Commencement of Classes	23 rd January, 2023
Total Available Days	67 Days
Teaching Days	61 Days (Excluding Exam-6 Days)
Placement Week	23 rd February to 24 th February, 2023
Last Teaching Day	12 th April 2023

Examination Week	13 th April to 19 th April, 2023 (6 Days)
Holidays	26 th Jan-Republic Day, 8 th March 2023–Holi
Summer Internship	24 th April and 30 th June, 2023

MBA 2022-24 - Credit Sheet					
Term 1 Courses					
No	Course Acronym	Course Title	Credit	Sessions	No of Hours
1	FRA	Financial Reporting and Analysis	2	16	20
2	HRM-I	Human Resource Management-I	2	16	20
3	ID	Individual Dynamics	2	16	20
4	WAC	Written Analysis and Communication	1	8	10
5	MC	Managerial Computing	2	16	20
6	ME	Microeconomics	3	24	30
7	MKT-I	Marketing-I	2	16	20
8	LAB	Legal Aspects of Business	2	16	20
9	QM-1	Quantitative Methods-I	2	16	20
		Total	18	144	180
		Required number of working days		48	
		(Assuming 3 sessions each day)			

Term 2 Courses					
1	CCS	Costing and Control Systems	2	16	20
2	FM	Financial Markets	2	16	20
3	HRM-II	Human Resource Management II	1	8	10
4	IGP	Interpersonal Group Processes	1	8	10
5	OM-I	Operations Management I	2	16	20
6	TBIT	Transforming Business through Data Analytics	2	16	20
7	MEP	Macroeconomics and Policy	3	24	30
8	MKT-II	Marketing II	2	16	20
9	QM-2	Quantitative Methods-2	2	16	20
10	SCEB	The Social and Cultural Environment of Business	2	16	20
11	PCE	Personal and Corporate Ethics	2	16	20
12	BRM-I	Business Research Methods - I	2	16	20
13	WIP	Workshop on Interviews and Presentations (Pass/Fail – No evaluation)		0	

		Total	23	184	230
		Required number of working days		59	
		(Assuming 3 sessions each day)			

Term III Courses

1	BES	Business, Environment and Sustainability	2	16	20
2	BRM-II	Business Research Methods - II	1	8	10
3	CF	Corporate Finance	3	24	30
4	GSP	Government Systems and Policy Process	2	16	20
5	IEB	Internet-Enabled Businesses	2	16	20
6	MAC	Spoken Communication and Analysis	2	16	20
7	MKT-III	Marketing III	2	16	20
8	ODY	Organizational Dynamics	2	16	20
9	SM	Strategic Management	3	24	30
10	OM-II	Operations Management II	2	16	20
11	QM-3	Quantitative Methods-3	2	16	20
	Total		23	184	230
		Required number of working days		61	
		(Assuming 3 sessions each day)			

	Credits	Sessions	Hours
Term 1	18	144	180
Term 2	23	184	230
Term 3	23	184	230
Total (Year 1)	64	512	640

Year 2

Summer Internship	6
Year 2	
Term 4	12
Term 5	12
Term 6	6
Simulation (T4 + T5)	3
Total	33
Taught Courses (Year 1- 64+ Year 2 -33)	97
SIP	6
Total Credit	103

Proposed Electives, Year II (MBA 2022-24)

Finance and Accounting

- Financial Markets
- Financial Derivatives

- Valuation
- Data Science for Finance
- Finance Of Buyouts & Acquisitions
- ESG: Investment and Evaluation
- Fin-tech
- Bitcoin and Cryptocurrency
- Investment Management

Marketing Management

- Marketing Analytics
- Sales and Distribution Management
- Digital Marketing
- Strategic Brand Management
- Retail Management
- Customer Relationship Management
- Pricing Strategy
- Advertising and Sales Promotion Management
- Consumer Behavior and Technology
- Marketing Strategy

Operations and Technology

- Quality and Productivity
- Production Planning and Control
- Technology and Operations Strategy
- Project Management
- Enabling Technologies
- Global Supply Chain Management.
- Logistics Management
- Introduction to AI and ML
- Innovation and Technology Management
- Services Operations
- Ecommerce

Organizational Effectiveness

- International HRM
- Learning and Development
- People Analytics
- Performance Management and Appraisal System
- Emotional Intelligence and Managerial Effectiveness
- Industrial Relations and Labor Laws
- Diversity and Inclusion
- Talent Management Strategy
- Negotiations
- Leadership, Influence and Power

General Management

- International Business Management
- Environmental Law: Management and Policy
- Organizational Design and Change
- Social Entrepreneurship

Data Analytics

- Social Media Analytics
- Data Visualization and Web Analytics
- Operations Analytics
- Tableau for Analytics

Academic Calendar for Postgraduate Program MA(Psychology) Academic Year 2022-23	
Total Available Days for year- 221, Teaching Days- 180	
PG 2022-24	Semester 1
Orientation	22 nd August 2022
Duration of the Semester	23 rd August 2022 to 27 th Jan 2023
Commencement of Classes	Tuesday, 23 rd August 2022
Total Available Days	113 Days
Teaching Days	100 Days (13 holidays)
Teaching days Excluding Exams	94 Days (Excluding 6 days- End term exam)
Mid-term Examination Week	17 th October - 21 st October, 2022
Last Teaching Day	16 th Jan 2023
End term Examination Week	19 th Jan 2023 - 27 th Jan 2023
Holidays	31 st August 2022 (Wednesday) - Ganesh Chaturthi 02 nd October 2022 (Sunday) - Gandhi Jayanti 05 th October 2022 (Wednesday) – Dussehra

	<p>24th -26th October 2022 (Monday – Wednesday)– Diwali and Bhai Dooj</p> <p>08th November 2022 (Tuesday)- Guru Nanak Jayanti</p> <p>25th December 2022 (Sunday)- Christmas</p> <p>26th January - 31st December 2022 (Monday–Saturday) Winter Break</p> <p>14th Jan 2023 (Saturday) - Makar Sankranti</p> <p>26th January 2023 (Thursday) - Republic Day</p>
<p>Commencement of the next Semester</p>	<p>2nd February, 2023</p>

Academic Calendar for Postgraduate Program- MA (Psychology)	
Academic Year 2022-23	
PG Batch 2021-23	Semester 3
Duration	4 th August 2022 to 31 st December 2022
Orientation	4 th August 2022
Commencement of Classes	5 th August, Friday, 2022
Total Available Days	108 Days
Teaching Days	92 Days (16 holidays)
Teaching days Excluding Exams	86 Days (Excluding 6 End term Exam)
Mid-term Examination	17 th October to 21 st October, 2022
Last Teaching Day	16 th December 2022
End- Term Examination Week	19 th December - 24 th December 2021
Holidays	9 th August 2022 (Tuesday)- Muharram 11 th August 2022 (Thursday) – Raksha Bandhan 15 th August 2022(Monday) – Independence Day 18 th August 2022 (Thursday) – Janmashtami 31 st August 2022 (Wednesday) - Ganesh Chaturthi 02 nd October 2022(Sunday) - Gandhi Jayanti 05 th October 2022 (Wednesday) - Dussehra 24 th -26 th October 2022 (Monday – Wednesday)– Diwali and Bhai Dooj 08 th November 2022 (Tuesday) - Guru Nanak Jayanti

	25 th December 2022 (Sunday)- Christmas 26 th – 31 st December 2022- Winter Break
Commencement of the next Semester	3rd January 2023

UNDERGRADUATE PROGRAM

Academic Calendar for Undergraduate Program	
Academic Year 2022-23	
Academic Calendar UG Batch 2022-2025 (Year-1)	Total Available Days for year- 221, Teaching Days- 180
UG 2022-25	Semester 1
Foundation Program	5 th August 2022 to 17 th August 2022
Orientation	22 nd August 2022
Duration of the Semester	23 rd August 2022 to 27 th Jan 2023
Commencement of Classes	Tuesday, 23 rd August 2022
Total Available Days	113 Days
Teaching Days	100 Days (13 holidays)
Teaching days Excluding Exams	94 Days (Excluding 6 days- End term exam)
Mid-term Examination Week	17 th October - 21 st October, 2022
Last Teaching Day	16 th Jan 2023
End term Examination Week	19 th Jan 2023 - 27 th Jan 2023
Holidays	31 st August 2022 (Wednesday) - Ganesh Chaturthi 02 nd October 2022 (Sunday) - Gandhi Jayanti 05 th October 2022 (Wednesday) – Dussehra 24 th -26 th October 2022 (Monday – Wednesday)– Diwali and Bhai Dooj 08 th November 2022 (Tuesday)- Guru Nanak Jayanti

	25 th December 2022 (Sunday)- Christmas 26 th January - 31 st December 2022 (Monday– Saturday) Winter Break 14 th Jan 2023 (Saturday) - Makar Sankranti 26th January 2023 (Thursday) - Republic Day
Commencement of the next Semester	2 nd February, 2023

Academic Calendar for Undergraduate Program	
Academic Year 2022-23	
UG Batch 2021-24 and 2020-23	Semester 3 and Semester 5
Duration	4 th August 2022 to 31 st December 2022
Orientation	4 th August 2022
Commencement of Classes	5 th August, Friday, 2022
Total Available Days	108 Days
Teaching Days	92 Days (16 holidays)
Teaching days Excluding Exams	86 Days (Excluding 6 End term Exam)
Mid-term Examination	17 th October to 21 st October, 2022
Last Teaching Day	16 th December 2022
End- Term Examination Week	19 th December - 24 th December 2021
Holidays	9 th August 2022 (Tuesday)- Muharram 11 th August 2022 (Thursday) – Raksha Bandhan 15 th August 2022(Monday) – Independence Day 18 th August 2022 (Thursday) – Janmashtami 31 st August 2022 (Wednesday) - Ganesh Chaturthi 02 nd October 2022(Sunday) - Gandhi Jayanti 05 th October 2022 (Wednesday) - Dussehra 24 th -26 th October 2022 (Monday – Wednesday)– Diwali and Bhai Dooj 08 th November 2022 (Tuesday) - Guru Nanak Jayanti 25 th December 2022 (Sunday)- Christmas 26 th – 31 st December 2022- Winter Break
Commencement of the next Semester	3rd January 2023

Undergraduate Program Learning Goals:

1. Develop critical and analytical thinking skills
2. Enhance verbal and written communication skills.
3. Ability to make clear and ethical judgments.
4. Inculcate the ability to seek innovative solutions to real-world problems.
5. Foster the ability to collaborate and work effectively in a team.
6. Develop an interdisciplinary approach to address socio- economic and organizational issues

ANNEXURES SCHOOL OF MANAGEMENT

Bachelor of Business administration (BBA)

Programme Overview

IILM Institute for Business and Management, IILM University prepares the leaders of tomorrow to embrace the paradigm changes happening around the world and understand the rapidly changing business landscape by developing a global perspective, channelized through the framework of liberal education.

BBA Program is a full-time, three-year, Undergraduate Program aimed at preparing young graduates for higher studies, employability and to nurture their intellectual, personal, interpersonal and societal skills. Following NEP 2020, from Academic year 2022, optional fourth year is also available.

This program aligned to IILM University's ethos includes giving the students freedom of choice whereby they can pick up disciplines from multiple verticals. This in process helps them specialize in two areas of their choice (major and minor) adding to their employability quotient and making them capable to handle any challenges they face during their careers. Being part of IILM University, students will have the benefit of pursuing liberal education and select minors' courses like Psychology, Journalism & Mass Communication, Economics, Design, Law, International Relations and History.

The program imparts students with contemporary skill sets such as analytical, decision-making, technical, interpersonal skills and is meant for students who desire to build their professional competence with higher knowledge and develop a holistic personality.

The programme follows the Choice based Credit System (CBCS) as stipulated by UGC.

Key features of the Programme:

- A wide variety of courses are offered to expose our students to contemporary business topics being a liberal education university.
- Provides a comprehensive learning experience, to educate the students about global business practices through invited guest speaker talks.
- Enables our students to be aware of their social responsibility by giving opportunity of 2 weeks internship with an NGO.
- Mandates 6-8 weeks summer internship / live projects to make the students future prepared and job ready.
- Open avenues for foreign education through summer school / global trek / student exchange opportunities.

- Suited for synchronous and asynchronous learning to be able to make the maximum use of time for learning. Regular sessions for perspective sharing by industry practitioners, subject matter experts and key role holders in organisations and policy making bodies. gram aims at preparing students in the context of the ever-changing environment in global business. It develops the ability of students to apply such concepts to practical situations and provides a comprehensive learning experience, designed to educate the students about global practices. The curriculum is kept update to make our students skills and knowledge relevant and future focussed. The curriculum incorporates blended and experiential learning through Global Study, International Trek, Company Visits and Summer Internship. Business Simulation and Case Studies are core pedagogies in the classrooms. The globally benchmarked curriculum is suited for international transfers for students who wishes to pursue a part of the program in an international university. **Pedagogy – Blended Teaching and Learning** India today requires dynamic managers in every field and this course prepares young professionals to be responsible and responsive to the demands of society in an ever-changing environment. It builds the necessary skills in young students to excel in the world of management by giving knowledge in all necessary areas. The course deals not only in the technical skills but it also includes several soft skills which give an extra edge to the students in their arena of managerial capabilities. **Summer Internship** is an integral part of the curriculum at IILM. The short-term experience during the summer internships offers the important opportunity to work closely with professionals in the chosen field and to develop knowledge, competencies, and experience related directly to career goals.

BBA curriculum requires students to pursue an internship in two phases:

Phase-1: In this phase, the students are required to pursue a minimum two weeks of internship at an NGO at the end of year 1 or even in their family business enabling them to be aware of their social responsibility and understand the practicalities of business processes.

Phase-2: This phase mandates 6-8 weeks summer internship with corporates/Industry at the end of year-2. This helps in providing hands-on experience to the students making the students future prepared and job-ready with the demands of the professional world.

Programme Mode of Delivery

- Full Time Mode – 3 Years (six semesters)
- Summer Internship is compulsory

- Global Study for 10 days (Optional)
- Summer School (2-3 weeks: Optional)

For details on curriculum, please refer to –

[Bachelor of Business Administration \(BBA\) | IILM University, Gurugram](#)

Bachelor of Commerce – B. Com (Hons)

Program Overview

B. Com (Hons.) Program is a full-time, three-year, undergraduate program aimed at preparing young graduates for higher studies, employability and to nurture their intellectual, personal, interpersonal and societal skills.

This program aligned to IILM University's ethos includes giving the students freedom of choice whereby they can pick up disciplines from multiple verticals. This in-process helps them specialize in two areas of their choice (major and minor) adding to their employability quotient and making them capable to handle any challenges they face during their careers. The Program imparts students with contemporary skill sets such as analytical, decision-making, technical, interpersonal and technological skills and is meant for students who desire to build their professional competence with higher knowledge and develop a holistic personality.

The B. Com. (Hons.) program at IILM University equips the students with applied knowledge so that at the end of the program they are ready to join the corporate world or commence their own ventures. The students may also choose to take up the option of higher education in India or abroad.

Key features of the Programme:

- The program helps the students to be well equipped for areas like Stock Markets/ Financial Markets/Financial Portfolio Analysis/ Banking/ Insurance etc.
- It aims to help the students understand the Financial & Accounting aspects of an organization.
- The program provides specific inputs to students to prepare them for educational avenues like CA/ CMS/CS as well as foreign education options.
- Mandates 6-8 weeks summer internship to make the students future prepared and job-ready.

Pedagogy – Blended Teaching and Learning

- The program aims at preparing students in the context of ever-changing environment in global business. It develops the ability of students to apply such concepts to practical situations and provides a comprehensive learning experience, designed to educate the students about global practices.
- The curriculum incorporates blended and experiential learning through Global Study, International Trek, Company Visits and internship. Business Simulation and Case Studies are core pedagogies in the classrooms.
- For the purpose of adding value to the B. Com (Hons.) program, IILM University offers a number of Electives to the students, apart from the regular core courses.

Programme Mode of Delivery

- Full Time Mode – 3 Years Summer Internship is Compulsory
- Global Study for 10 days (Optional)

BA (Hons) PSYCHOLOGY

Program Overview

Need for Psychology was never felt as strongly as it is in the current day and age. Department of Psychology in any University will always stand out no matter which space they occupy. The reason behind this, is how it employs empirical methods and incorporates scientific values while studying topics that explain contemporary disciplines like human development, role of personality, cognitive processes in early development, social influences to behaviour and cross- cultural psychology. Newer specializations like Psychopathology, Positive Psychology, Emotional Intelligence, Neurosciences are gaining popularity because people are open to change and this makes studying Psychology at IILM University in undergraduate all the more interesting.

Pedagogy -Liberal and Blended Teaching and Learning

Liberal education is followed where students learn subjects from other disciplines to gain experience of many subjects and have a view into other areas to choose if they want and to blend knowledge for an enriched experience. Moreover, all courses are taught in a blended format for students to gain knowledge through discussions along with lectures. This makes the students gain a wider perspective for future paths to walk on.

Educational Objectives of the course

- Students are able to demonstrate strong theoretical knowledge of basic psychological principles for future training or work in different domains of psychology.
- Students shall develop research aptitude and be able to describe, apply and evaluate the different research methods used by psychologists.
- Student shall able to recognize, identify and comprehend the use of various principles in this field.
- Students shall be able to communicate effectively in writing and verbally.

Career Opportunity

Psychology in India is gaining importance, and its demand is on the rise. After completing under graduation in Psychology, students may get an opportunity to work in different areas as

- Counsellors“ are required in NGOs; Old age homes; Rehabilitation centres etc;
- Trainees with Clinical psychologists:
- Trainees in HR, Sales and Marketing.
- Research

Future Outcomes of graduation in Psychology

This course is envisaged to provide an understanding about the discipline to the students with special emphasis on the application of the different aspects of psychology. Upon successful completion of the degree, graduates will be eligible to apply to enter postgraduate training programmes in their chosen specialization and ultimately gain employment in their area of expertise.

The programme aims to provide the students with the foundation skills for further study and research; and to equip them with a range of transferable skills of potential value to future employers.

For program overview

[B A \(Honors\) Psychology | IILM University, Gurugram](#)

MA PSYCHOLOGY

Program Overview

Psychology at IILM University is planned to incorporate a scientific approach to the study of behaviour and mental experiences. We emphasize upon development of analytic and expressive skills (e.g., research methods and statistics, writing and oral presentation) that is the bases of investigation, critical thinking, and communication in this field. The programme aims to give a thorough training in Psychology. It aims to introduce to the students the wide range of approaches that constitute psychology and students have the opportunity to apply their knowledge.

Pedagogy -Liberal and Blended Teaching and Learning

Liberal education is followed where students learn subjects from other disciplines to gain experience of many subjects and have a view into other areas to choose if they want and to blend knowledge for an enriched experience. Moreover, all courses are taught in a blended format for students to gain knowledge through discussions along with lectures. This makes the students gain a wider perspective for future paths to walk on.

Educational Objectives of the course

- Student shall develop range of Leadership skills and shall demonstrate excellent interpersonal skills, understanding of group dynamics and effective Teamwork.
- Student shall be able to understand global issues from different perspectives, recognize the opportunities that the wider world offers, learning from and respecting different cultures
- Students shall be able to display empathetic and compassionate understanding of micro and macro psychological issues.

Career Opportunity

- Clinical Psychology
- Counselling Psychology
- Organizational/Industrial Psychology
- Developmental/Child Psychology
- Sports Psychology
- Forensic Psychology

A master's programme in Psychology is often required to begin career as a psychologist. Depending upon your objective, you might be required to pursue additional qualifications. Psychology presents a great career option today and the future only holds greater opportunities.

Future Outcomes of Post-Graduation in Psychology

This course is envisaged to provide an understanding about the discipline to the students with special emphasis on the application of the different aspects of psychology. Upon successful completion of the degree, graduates will be eligible to apply to enter postgraduate training programmes in their chosen specialization and ultimately gain employment in their area of expertise.

For details on curriculum, please refer to –
[M A Psychology | IILM University, Gurugram](#)

BACHELOR OF DESIGN

The Bachelor of Design degree program at IILM prepares students for professional careers by developing technical competency, independent problem solving and understanding, necessary for the challenges of a career in the creative industries. IILM practices the philosophy of liberal education, which drives creativity and innovation with a multidisciplinary learning system.

The degree promotes an emphasis on the diversity of studio practice and liberal art experiences. Students will consider design ideas from a variety of perspectives including history, architecture, social and environment impact, as well as purpose, which will enable them to develop a unique design philosophy.

The scope and range of talent and skills acquired, offers tremendous opportunities to students to move into various segments of industry, for placements and further expertise.

Fashion Design & Management: The fashion industry is a creative, enterprising, multifaceted industry that is vital to our economic and personal well-being. Fashion is a form of expression not just of one's individuality but also a means to communicate one's values and mission. The B. Design Degree in Fashion Design & Management allows for students to acquire a thorough background in all aspects of the fashion industry. It aims to prepare students to explore various facets of the fashion industry and have a better understanding of how they can be the instrument of change. Our brand of education helps students learn how fashion can collaborate with science and technology to create a new future: one that has a positive impact on the environment and society. With a more meaningful and purposeful vision students will be able to successfully contribute to this fast paced and ever-changing industry. The curriculum focuses not just on fashion design but also on fashion management, which is in growing demand in this fast-changing field. The course will nurture the design potential of students, train in technicalities and craft of fashion design, while applying design thinking to real life briefs. It will also encourage and develop leadership skills amongst students leading them to the path of entrepreneurship and management. It will help students develop competencies in styling, merchandising, marketing and management of fashion goods from high street to luxury categories, there by preparing them for a wide range of career opportunities. Our brand of fashion education nurtures creativity while providing a rigorous grounding in the practical and technical skills needed for career success, exposing students to real demands and practices of the fashion world.

For program overview: [Fashion Design & Management - IILM University, Gurugram](#)

BA History & International Relations

Program Overview

In the contemporary times when the world has turned into a small village due to the flows of Globalization, liberalization and privatization the concept of International Relations in itself attains a very important stature. In this era all nations stand under a common umbrella of issues, economics and dynamics. The study of International Relations serves as a key to understanding the basic theories which drive the economy, polity and society of a nation and the world to work together in coordination. This results in the establishment of stable states which though sovereign in character cooperate with each other for betterment of each and every state even those which need their help in stabilization. In the contemporary world none of us are in isolation or rather untouched from the concept of International Relations whether it's the clothes we wear or the mobiles we use. Thus, it attains a high relevance making it necessary to be understood.

BA History & International Relations at IILM is a three-year full time degree programme focussing on the study of International Relations and the history which defines the relations between states. The course of History & International Relation opens up the world of contemporary knowledge and applicability.

Liberal and Blended Teaching and Learning

The university follows the concept of liberal education where students learn subjects from other disciplines attaining a blend of an overall view of the world from different perspectives leading to an enriched experience. This leads to the students attaining a mature outlook of the world of different disciplines and different perspectives.

Educational Objectives of the course

- Enhancing the skills of students in building up an idea and its execution.
- Enhancing their knowledge of the course of International Relations
- Providing a clarity between theory and the actual practice of theory on a day-to-day basis.
- Providing them an insight into the politics between different nations
- Enhancing their knowledge on the different organizations both regional and international for applicability of the political dynamics.

Career Opportunity

At the end of the course the students will be open to a wide range of opportunities in Government and private sectors as well as profit and non-profit organizations.

The students will be able to pursue their career in the field of International Relations as:

- Strategic experts
- Civil servants
- As members of embassies of different nations
- Academicians
- Political analysts etc.
- The students can also sharpen their knowledge of the subject with a Masters and a Ph.D. This will help them in acquiring the job as professors in various universities contributing in the passage of their knowledge across the community.

Future Outcomes of Graduation in International Relations

This course aims at providing an understanding about the discipline to the students with clarity in the different theories which come into application while understanding the politics which runs the contemporary world. Thus, the students shall acquire the basic skills for further study and research and equip them with basic skill for acquiring a job in their area. Upon successful completion of the degree, the graduates will be eligible to apply for postgraduate training programmes in their chosen specialization and ultimately gain employment in their area of expertise.

For program overview: [BA \(Hons\) Liberal Arts - \(iilm.edu.in\)](http://iilm.edu.in)

BA (Hons) Journalism and Media Communication

Programme Overview

The undergraduate course in Journalism, Media, and Communication at IILM University, is the preferred destination for students looking to immerse themselves in this dynamic and exciting industry. Our programme philosophy guides the academic and research activities that enable students to develop the skills to think critically and creatively, communicate clearly, work collaboratively, solve complex problems, and contribute fully to society as engaged and informed global citizens and leaders.

Pedagogy -Liberal and Blended Teaching and Learning

Our liberal education is an imposing blend of core journalism subjects and a range of electives from across the liberal studies. Our curriculum offers an array of subjects ranging from art & culture to international relations, psychology to world history, broadcast to print journalism, design fundamentals to corporate communication, advertising to public relations, sociology to environmental studies and much more. This blend ensures that the students are exposed to new ways of looking at and studying the world beyond their own disciplinary boundaries.

Additionally, liberal education allows students to come up with their own clubs and societies, apart from choosing from a range of clubs that already exist in the University. This gives them a good balance between academics and extra-curricular activities.

The curriculum also ensures a lot of new material outside of class, usually in the form of an online presentation is made available to the students so that when the student attends class in a brick-and-mortar setting, the class time is used to apply the material in the form of problem-solving and discussion.

We understand that the performative and very practical nature of journalism work suggests that journalism skills development is most effective when approached through a learning-centred approach to curriculum. Therefore, our pedagogy is all about experiential learning. Our curriculum is based on the concept of “Doing it for Real”; therefore, we teach in a designing experiential journalism and media curriculum that prepare students for the new and uncertain world. We ensure a healthy mix of engaging and interactive lectures and sessions along with excursions and field trips to relevant festivals of literature, poetry, writing, photography, etc., like the Jaipur Literature Festival, field trips to various media and publication houses, working extensively on making live radio shows, podcast, doing real-time interviews, live reporting, preparing video reports, and much more. All this is coupled with several guest sessions where experts from the industry are invited to interact with the students and provide them with an insight into the real world. Our course is designed around experiential activities in authentic settings to ensure students have experience in the unpredictable task of the media world.

In our endeavour to encourage global connect for our students, we offer summer school abroad, global study program and international trek. This global connect enhances their learning experience. The students have to also undergo requisite Summer Internship in the first year with an NGO, which is an essential facet of the curriculum. Conferences, monthly events, annual festivals, TEDx talks, inter-campus debates and in-house publications are just a few of the options available to the students to expand their horizons in terms of co-curricular.

External Member Review

Our undergraduate programme structure and credit sheet have undergone through multiple external member reviews and feedbacks. We have incorporated the valuable feedbacks of the members to make the program structure more robust and relevant. Some of the key member reviews: Mrs Usha Bhasin, Additional Director General, Doordarshan (Retd), CO-chair Association of Indian Humphrey Fellows Board Member, Centre for Media Studies Member, Advisory Council, Indian Trust for Rural Heritage Former Consultant, The World Bank, DC.

Ms Bhasin has done a critical review of the credit sheet and program structure and given valuable inputs for the same. Ms Akanshya Shah a Senior journalist and researcher and an ICCR scholar has also reviewed and given important inputs on our program structure.

Skills Learnt

After completing a 3-year Hons. programme in Journalism, Media and Communication, students learn a myriad of skills. Some important ones being; critical analysis, research, commercial and cultural awareness of the media and creative industries, teamwork, initiation and development of creative work in writing, audio-visual or other electronic media, content management, storytelling, a flexible, creative and independent approach to tasks, the ability to work to a brief, and meet deadlines.

Careers Opportunity

Students with the degree of journalism and mass communication can pursue careers with advertising agencies, radio and television stations and networks; film and video production companies; cable and satellite operations; newspapers and magazines; other print and online media; and public relations firms. They also work as public information specialists for non-profit agencies, private corporations and within the government. Many graduates seek advanced degrees in law, public administration, strategic communication and the humanities and social sciences.

For a program overview visit: [BA \(Hons\) Journalism Media & Communication - IILM University](#)

BA Economics

Program Overview

The course BA Economics (Hons) focuses on providing a technical and rigorous approach to the study of economics while offering students enough flexibility to take field electives in the department in order to tailor their programs of study to their professional goals. The program in

Economics is designed for students who wish to improve their knowledge of economic theory and its applications. It offers students with a prospect to participate in individual research in a topic of their interest. Course like intermediate microeconomics, macroeconomics, mathematical economics, Econometric, development economics, money and banking, data analytics international economics allow student to explore all dimensions of economics degree. The program offers an excellent opportunity for students seeking a quantitative degree with a focus in applied econometrics or analytics in order to prepare themselves to work in a variety of positions that require the ability to conduct applied economic research.

Pedagogy -Liberal and Blended Teaching and Learning

Our liberal education ethos allows IILM to offer a curriculum with a range of subjects ranging from art & culture to international relations, psychology to world history sociology to environmental studies along with core course subjects. This blend ensures that the students are exposed to new ways of looking at and studying the world beyond their own disciplinary boundaries.

At IILM we focus on combination of blended learning and flipped classroom model Our curriculum has now been designed keeping in mind that teaching and learning can take place both online and, in physical classroom. Both of these modalities are integrated into a cohesive learning experience for the student. The curriculum also ensures availability of relevant self-study material in the form of online links, e books, videos by faculty and news-paper articles, the class time is used to apply the reading material in the form of problem-solving and discussion. Guest lecture, session by experts, webinars organized by the university ensures co-curricular learning of the students.

Additionally, liberal education allows students to come up with their own clubs and societies, apart from choosing from a range of clubs that already exist in the University. This gives them a good balance between academics and extra-curricular activities.

Career Opportunities

Graduates of this program will have the tools to conduct applied economic research and a sound preparation for progression to Job market or higher studies. Specifically, upon successful completion of the program graduates will be able to take a rigorous, quantitative approach to economic problems, to build and test economic models, using sophisticated economics tools, to

advance professionally and to compete for well-paying jobs across a broad spectrum of industries and sectors. The innovative courses in particular speak about the necessity of the times. This course will open jobs of Economist in government sectors as well as the corporates. It also opens avenues in the field of analytics and research.

For Program overview: [BA \(Hons\) Liberal Arts - \(iilm.edu.in\)](http://iilm.edu.in)

Undergraduate Course Curriculum (2021-2024) Batch

BBA Credit Sheet Batch 2021-2024				
Term 1				
S. No	Course	Cred it	Category	Course Code
1	Digital Humanities	2	AEC/SEC-1	IILMU-CC-001
2	Critical Thinking	2	AEC/SEC-2	IILMU-CC-002
3	Written and Oral Communication	2	AEC/SEC-3	IILMU-CC-003
4	Art mediums and expressions	2	AEC/SEC-4	IILMU-CC-004
5	Management 101	4	Core 1	SML-BBA-101
6	Marketing	4	Core 2	SML-BBA-102
7	Entrepreneurial Thinking	4	Core 3	SML-BBA-103
8	*Course from Other Programs Core subjects	4	Free Elective	Code of resp. department
	Total Credits	24		
Term 2				
1	Team Work and Intergroup Relations	2	AEC/SEC-5	IILMU-CC-005
2	Environment Studies and SDG	2	AEC/SEC-6	IILMU-CC-006
3	Mathematical Tools for Business	4	Core 4	SML-BBA-103
4	Micro Economics	4	Core 5	SML-BBA-104
5	Financial Accounting	4	Core 6	SML-BBA-105
6	Business Communication	2	Core 7	SML-BBA-106
7	Emotional Intelligence	2	Core 8	SML-BBA-107
8	*Course from Other Programs Core subjects	4	Free Elective	Code of resp. department
	Total Credits	24		
	NGO Internship	2	Core	SMP-BBA-110
	Total Credit Year 1	50		
Term 3				
1	Statistics	4	Core 9	SML-BBA-201
2	Financial Management	4	Core 10	SML-BBA-202
3	Macro Economics	4	Core 11	SML-BBA-203
4	Business Law	4	Core 12	SML-BBA-204
5	*Course from Other Programs Core subjects	4	Free Elective	Code of resp. department
6	Foreign Language	2	AEC/SEC-7	IILMU-CC-007
	Specialization course- International Management			
7	Money and Banking	4	Fixed Elective	SML-BBA-IME1
	Specialization course- Entrepreneurship			
7	Small Business Field Studies	4	Fixed Elective	SML-BBA-EE1

	Total Credits	26		
Term 4				
1	Management Accounting	4	Core 13	SML-BBA-205
2	Organizational Behavior	4	Core 14	SML-BBA-206
3	Production and operations Management	4	Core 15	SML-BBA-207
4	Business Analytics	2	Core 16	SML-BBA-208
5	*Course from Other Programs Core subjects	4	Free Elective	Code of resp. department
6	Ethics and Social Responsibility	2	AEC/SEC-8	IILMU-CC-008
	Specialization course- International Management			
7	European Business	4	Fixed Elective	SML-BBA-IME2
	Specialization course- Entrepreneurship			
7	Cases in Entrepreneurship	4	Fixed Elective	SML-BBA-EE2
	Total Credits	24		
	Summer Internship (Corporate)	4	Core	SMP-BBA-210
	Total Credits Year 2	54		
Term 5				
1	Research Methods	4	Core 17	SML-BBA-301
2	Financial Statement Analysis	4	Core 18	SML-BBA-302
3	Human Resource Management	4	Core 19	SML-BBA-303
	Specialization course- International Management/ Entrepreneurship			
4	**To be selected by the students (List appended below)	4	Fixed Elective	SML-BBA-IME3
5	**To be selected by the students (List appended below)	4	Fixed Elective	SML-BBA-IME4
6	*Course from Other Programs Core subjects	4	Free Electives	Code of resp. department
	Total Credits	24		
Term 6				
1	International Economics	4	Core 20	SML-BBA-304
2	International Business Strategy	4	Core 21	SML-BBA-305
	Specialization course- International Management/ Entrepreneurship			
3	**To be selected by the students (List appended below)	4	Fixed Elective	SML-BBA-IME5
4	**To be selected by the students (List appended below)	4	Fixed Elective	SML-BBA-IME6
5	*Course from Other Programs Core subjects	4	Free Elective	Code of resp. department
6	Dissertation core	6	Dissertation core	SMP-BBA-310
	Total Credits	26		
	Total Credits year 3	50		
	Total credits all three years	154		

			** List of Fixed electives: Entrepreneurship
	** List of Fixed electives- International management		
1	Total Quality Management		Social Entrepreneurship
2	Contemporary Global Business Issues- (Asia pacific region and Brexit)		Family Business Management
3	Global Growth of Emerging Firms		Digital Marketing
4	Managing Globalization and Anti-Globalization		Business Model Innovation
5	Political and Social Environment of the Multinational Firm		New Venture Creation
6	Managing and Competing in China		Start-up Lab I- Opportunity to Prototype
7	Big Data in the Global Economy		Start-up Lab II- Business Plan and Venture Pitching
8	Marketing for Multinational Organizations (Digital)		Cases in Entrepreneurship
9	Negotiation skills		Negotiation skills
10	Cases in Finance		Big Data in the Global Economy
11	Cases in Marketing		
**This is tentative list, subject to change.			

BA(Hons) Journalism, Media and Communication Batch 2021-24	
Course	Credit
Term1	
Philosophy of modern journalism	4
Digital humanities	4
Critical thinking	2
Written and oral communication	2
Art mediums and expressions	2
*Course from other programs core subjects	4
Total Credits	18
Term 2	
Communication theories	4
Journalism in practice	4
Digital storytelling	4
Photography	4
Team work and intergroup relations	2
Environment studies and SDG	2

*Course from other programs core subjects	4
Total Credits	24
NGO Internship	2
Total Credit Year 1	42
Term 3	
Research methods	4
Indian state, polity and media laws	4
Radio and TV Journalism	4
Corporate Communication, PR and Event Management	4
International media scenario	4
Foreign Language	2
*Course from Other Programs Core subjects	4
	26
Term 4	
Advertising and Copy Writing	4
Media Psychology	4
Media Management	4
Data Journalism	4
Design and graphics	4
Foreign Language	2
*Course from Other Programs Core subjects	4
Total Credits	26
SIP	4
Total Credits Year 2	56
Term 5	
Films & documentary	4
Brand Management	4
TV & Video production	4
**To be selected by the students (List appended below)	4
**To be selected by the students (List appended below)	4
*Course from Other Programs Core subjects	4
Total Credits	24
Term 6	
**To be selected by the students (List appended below)	4
**To be selected by the students (List appended below)	4
**To be selected by the students (List appended below)	4

**To be selected by the students (List appended below)	4
*Course from Other Programs Core subjects	4
Project Work	6
Total Credits	26
Total Credits year 3	50
Total credits all three years	56
Total Credits Core taught	72
SIP + Dissertation- Core Non taught	12
Fixed Electives	24
Free Electives	24
Foundation /SEC /AEC	16
Total	150
** List of Fixed electives:	
Anchoring and news presentation	
Development communication	
Business journalism	
Investigative journalism	
Media, gender, and human rights	
Magazine journalism	
Blogging	
Digital media	
News Analysis	
Sports Journalism	
Fiction Writing	

BA History and International Relations (Hons) Program Structure (2021-24)

Course Title	Credits
Term 1	
Digital Humanities	2
Critical thinking	2
Written and Oral Communication	2
Art medium and Expression	2
History (From other Liberal Arts Department)	4
Course of choice from Psychology /Management / Design /Law / Economics / International Relations (Preferably Sociology)	4
Total credits	16
Term 2	

Political Science I	4
World History I	4
Comparative Government and Politics	4
Introductory Microeconomics	4
Course of choice from Psychology /Management / Design /Law / Economics / International Relations	4
Emotional Intelligence	2
Academic Writing	2
Summer Internship	2
Total credits	26
Term 3	
Political Science 2	4
United Nations and other International Organization	4
International Relations Theory	4
Introductory MacroEconomics	4
Foreign Language – 1	4
Course of choice from Psychology /Management / Design /Law / Economics / International Relations	4
Environmental Studies and SDG	4
	28
Term 4	
Indian Foreign Policy	4
Research Methods	4
Conflict Management and Negotiation	4
World History 2	4
Course of choice from Psychology /Management / Design /Law / Economics / International Relations	4
Foreign Language - 2	2
Summer Internship	2
	26
Term 5	
Environmental Law and IR	4
Understanding Geopolitics	4
Gender Dynamics in International Relations	4
Elective I	4
Elective II	4
Elective III	4
Course of choice from Psychology /Management / Design /Law / Economics / International Relations	4
	28
Term 6	
International Security Matters	4
Elective-IV	4
Elective-V	4
Elective VI	4

Dissertation	6
Course of choice from Psychology /Management / Design /Law / Economics / International Relations	4
	26
Total credits	148

IILM UNIVERSITY, SCHOOL OF LIBERAL ARTS

B. Design - Bachelor of Design

- a. Design with specialization in Interior Design
- b. Design with specialization in Fashion Design

BACHELOR OF DESIGN

IILM offers management integrated design programs that prepares students for the industry and will strengthen the role of design in leading business. The scope and range of talent and skills acquired, offers tremendous opportunities to students to move into various segments of industry, for placements and further expertise.

In addition, IILM provides students with the option of a flexible curriculum to accelerate the completion of the B. Design degree. On acquiring a total of 170 credits from the course offerings, a student can complete the degree in a span of 3 years.

Fashion Design & Management

B. Design Degree in Fashion Design & Management allows for students to acquire a thorough background in all aspects of the fashion industry. It aims to prepare students with a holistic approach for a professional and creative career in the fashion space.

The curriculum focuses not just on fashion design but also on fashion management, which is in growing demand in this fast-changing field. It will also encourage and develop leadership skills amongst students leading them to the path of entrepreneurship and management.

It will help students develop competencies in styling, merchandising, marketing and management of fashion goods from high street to luxury categories, thereby preparing them for a wide range of career opportunities.

Interior Design

This program is structured to produce graduates who are culturally, socially, and historically aware, and who have the knowledge and skills to create safe and pleasing interior environments. The emphasis is on innovative, effective verbal communication skills, graphic skills and technical proficiency, with its focus on the development of critical thinking.

Program B. Design (FASHION DESIGN & MANAGEMENT)			
Batch	2021-2025		
Term 1			
Course Name	Course Code	Core/Elective	Credits
Digital Humanities	IILMU-CC-001	AEC/SEC	2
Critical Thinking	IILMU-CC-002	AEC/SEC	2
Written and Oral Communication	IILMU-CC-003	AEC/SEC	2
Art Mediums & Expressions	IILMU-CC-004	AEC/SEC	2
Visualization & Drawing Techniques- Photography	SLAP-BDES-101	Core	2
Visualization & Drawing Techniques- Drawing & Sketching	SLAP-BDES-102	Core	2
Visualization & Drawing Techniques- Color Theory & Psychology	SLAL-BDES-103	Core	2
Material Exploration & Craft Studies-I	SLAP-BDES-104	Core	4
Design Fundamentals	SLAP-BDES-105	Core	2
*Course from Other Programs Core subjects		Free Elective	4
			24
Term 2			
Course Name	Course Code	Core/Elective	Credits
Team Work and Intergroup Relations	IILMU-CC-005	AEC/SEC	2
Environment Studies and SDG	IILMU-CC-006	AEC/SEC	2
Design Fundamentals II	SLAP-BDES-106	Core	4
Design Process & Research-I	SLAP-BDES-107	Core	4

History of Art & Design	SLAL-BDES-108	Core	2
Design & Media	SLAL-BDES-109	Core	4
Material Exploration & Craft Studies-II	SLAP-BDES-110	Core	2
*Course from Other Programs Core subjects		Free Elective	4
NGO Internship			2
			26
Year 1 Total Credits			50
Term 3			
Course Name	Course Code	Core/Elective	Credits
Design Process & Research-II	SLAP-BDES-201	Core	2
Fabric Studies & Textiles-I	SLAL-BDESF-202	Core	4
Fashion Illustration & CAD-I	SLAP-BDESF-203	Core	4
Fashion History & Theory	SLAL-BDESF-204	Core	4
Fashion Styling	SLAP-BDESF-205	Core	2
Pattern Development-I	SLAP-BDESF- 206	Core	2
Foreign Language	IILMU-CC-007	AEC/SEC	2
*Course from other programs		Free Elective	4
			24
Term 4			
Course Name	Course Code	Core/Elective	Credits
Fashion Illustration & CAD-II	SLAL-BDESF-207	Core	2
Fashion Styling	SLAP-BDESF-208	Core	4
Fashion History & Theory			2
Pattern Development-II	SLAP-BDESF-210	Core	2
Garment Construction & Draping-I	SLAP-BDESF-211	Core	4

Buying, Merchandising & Product Fundamentals-I	SLAP-BDESF-212	Core	4
Fabric Studies & Textiles-I	SLAP-BDESF-213		2
Foreign Language	IILMU-CC-008	AEC/SEC	2
*Course from other programs		Free Elective	4
			26
Year 2 Total Credits			50
Term 5			
Course Name	Course Code	Core/Elective	Credits
Pattern Development-III	SLAP-BDESF-301	Core	4
Garment Construction & Draping-II	SLAP-BDESF-302	Core	2
Buying, Merchandising & Product Fundamentals-II	SLAL-BDESF-303	Core	2
Design Marketing & Management	SLAL-BDESF-304	Core	4
Entrepreneurship & Professional Practice	SLAL-BDESE-305	Fixed Elective	4
Fashion Journalism	SLAL-BDESE-310	Fixed Elective	4
*Course from other programs		Free Elective	4
			24
Term 6			
Course Name	Course Code	Core/Elective	Credits
Luxury & Design	SLAL-BDESE-306	Fixed Elective	4
Technology & Sustainability	SLAL-BDESE-307	Fixed Elective	4
Retail & E-commerce	SLAL-BDESE-308	Fixed Elective	4
Visual Communication	SLAP-BDESE-309	Fixed Elective	4
*Course from other programs		Free Elective	4
Fashion Project	SLAL-BDESF-311	Core	6

			26
Year 3 Total Credits			50
Term 7			
Course Name	Course Code	Core/Elective	Credits
Summer Internship	SLAP-BDES-401	Core	4
Design Project I (Industry Project)- NGO/ Social Impact	SLAP-BDES-402	Core	2
Design Project II (Industry Project)	SLAP-BDES-403	Core	2
			8
Term 8			
Course Name	Course Code	Core/Elective	Credits
Final Design Project	SLAP-BDES-404	Core	12
		Total	170
Program	B. Design (INTERIOR DESIGN)		
Batch	2021-2025		
Term 1			
Course Name	Course Code	Core/Elective	Credits
Digital Humanities	IILMU-CC-001	AEC/SEC	2
Critical Thinking	IILMU-CC-002	AEC/SEC	2
Written and Oral Communication	IILMU-CC-003	AEC/SEC	2
Art Mediums & Expressions	IILMU-CC-004	AEC/SEC	2
Visualization & Drawing Techniques	SLAP-BDES-101	Core	6
Material Exploration & Craft Studies-I	SLAP-BDES-104	Core	4
Design Fundamentals I	SLAP-BDES-105	Core	2

*Course from Other Programs Core subjects		Free Elective	4
			24
Term 2			
Course Name	Course Code	Core/Elective	Credits
Team Work and Intergroup Relations	IILMU-CC-005	AEC/SEC	2
Environment Studies and SDG	IILMU-CC-006	AEC/SEC	2
Design Fundamentals II	SLAP-BDES-106	Core	4
Design Process & Research-I	SLAP-BDES-107	Core	4
History of Art & Design	SLAL-BDES-108	Core	2
Design & Media	SLAL-BDES-109	Core	4
Material Exploration & Craft Studies-II	SLAP-BDES-110	Core	2
*Course from Other Programs Core subjects		Free Elective	4
			24
Term 3			
Course Name	Course Code	Core/Elective	Credits
Design Process & Research-II	SLAP-BDES-201	Core	2
Building Material & Construction-I	SLAP-BDESI-203	Core	4
Technical Drafting & Digital Software	SLAP-BDESI-204	Core	6
Interior Design – Residential (Core)	SLAP-BDESI-205	Core	6
Foreign Language	IILMU-CC-007	AEC/SEC	2
*Course from other programs		Free Elective	4
			24
Term 4			

Course Name	Course Code	Core/Elective	Credits
Building Material & Construction-II	SLAP-BDESI-206	Core	2
Building Technology & Services	SLAL-BDESI-208	Core	6
Interior Styling-I	SLAP-BDESI-209	Core	6
Interior Design - Commercial/Public Spaces	SLAP-BDESI-210	Core	6
Foreign Language	IILMU-CC-008	SEC/AEC	2
*Course from other programs		Free Elective	4
			26
Term 5			
Course Name	Course Code	Core/Elective	Credits
Interior Design History & Project	SLAL-BDESI-301	Core	6
Furniture Design	SLAP-BDESI-302	Core	6
Interior Styling II	SLAP-BDESI-303	Core	2
Design Marketing & Management	SLAL-BDESF-304	Fixed Elective	4
Buying, Merchandising & Product Fundamentals	SLAL-BDESF-303	Fixed Elective	4
*Course from other programs		Free Elective	4
			26
Term 6			
Course Name	Course Code	Core/Elective	Credits
Luxury & Design	SLAL-BDESE-306	Fixed Elective	4
Technology & Sustainability	SLAL-BDESE-307	Fixed Elective	4
Retail & E-commerce	SLAL-BDESE-308	Fixed Elective	4
Visual Communication	SLAP-BDESE-309	Fixed Elective	4

Interior Design - Retail & Exhibition	SLAP-BDESI-310	Core	6
*Course from other programs		Free Elective	4
			26
Term7			
Course Name	Course Code	Core/Elective	Credits
SIP (Summer Internship)	SLAP-BDES-401	Core	4
Design Project I (Industry Project)- NGO/ Social Impact	SLAP-BDES-402	Core	2
Design Project II (Industry Project)	SLAP-BDES-403	Core	2
			8
Term 8			
Course Name	Course Code	Core/Elective	Credits
Final Design Project	SLAP-BDES-404	Core	12
Total : 170			

BA(Hons.) Psychology Course (2021-2024)			
SEM	IILM Course Title	Core/Elective	Credits
1	Foundations of Psychology (Theory + Practical)	Core-1	4
2	Psychology and Mental Health	GE	4
3	Critical Thinking	AEC/SEC-2	2
4	Written and Oral Communication	AEC/SEC-3	2
5	Arts medium and expressions	AEC/SEC-4	2
6	Digital Humanities	AEC/SEC-1	2
7	Introduction to Management/ Philosophy of Modern Journalism/ Visualization and Drawing Techniques/ Material Exploration & Craft Studies/Entrepreneurial Thinking	Free Elective	4
			20
S.No.	Course Title	Core/Elective	Credits
SEM			
2			
1	Biopsychology	Core-2	4
2	Personality Psychology	Core-3	6

3	Foundation of Indian Psychological thought	Core-4	6
4	team Work and Intergroup Relations	AEC/SEC-5	2
5	Environment Studies and SDG	AEC/SEC-6	2
6	*Course from Other Programs Core subjects	Free Elective	4
7	SIP NGO Internship	SI	2
	Total		26
	Total Credit Year 1		46
S.No.	Course Title	Core/Elective	Credits
SEM 3			
1	Statistics	Core 5	4
2	Psychological Disorders	Core 6	6
3	Organizational Psychology	Core 7	4
4	Systems & Schools in Psychology	Core 8	6
5	*Course from Other Programs Core subjects	Free Elective	4
6	Foreign Language-I	AEC/SEC-7	2
	Total		26
S.No.	Course Title	Core/Elective	Credits
SEM 4			
1	Developmental Psychology	Core 9	6
2	Counselling Psychology	Core 10	6
3	Applied Social Psychology	Core 11	4
4	Education Psychology	Core 12	4
5	*Course from Other Programs Core subjects	Free Elective	4
6	Foreign Language- II	AEC/SEC-8	2
7	Summer Internship	SI	4
	Total		30
	Total Credit Year II		56
S.No.	Course Title	Core/Elective	Credits
SEM 5			
1	Research Methods	Core 13	4
2	Psychology of Disability Studies	Core 14	4
3	Science of Consciousness	Core 15	4
4	**To be selected by the students (List appended below)	Fixed Elective	4
5	**To be selected by the students (List appended below)	Fixed Elective	4
6	*Course from Other Programs Core subjects	Free Electives	4

	Total		24
S.No.	Course Title	Core/Elective	Credits
SEM 6			
1	**To be selected by the students (List appended below)	Fixed Elective	4
2	**To be selected by the students (List appended below)	Fixed Elective	4
3	**To be selected by the students (List appended below)	Fixed Elective	4
4	**To be selected by the students (List appended below)	Fixed Elective	4
5	*Course from Other Programs Core subjects	Free Elective	4
6	Dissertation core	Dissertation core	6
	Total		26
	Total Credit Year III		50
	Total credits (3yrs)		152

MA Psychology Course (2020 - 2022) with specializations

S.NO	Course Code	Course Title	Core/Elective
SEM-1			
1	SAL-MPSY-401	Personality	Core-1
2	SAL-MPSY-402	Statistics	Core-2
3	SAL-MPSY-403	Psychology of Cognition and Emotion	Core-3
4	SAP-MPSY-404	Practicum 1-Testing/ Experiments	Core-4
5	SAL-MPSY-405	Evolutionary Psychology	Core-5
6	SAL-MPSY-406	Organizational Psychology	GE-1
7	IILMU-CC-001	Information Management	SEC-1
SEM-2			
1	SAL-MPSY-407	Physiological Psychology	Core-6
2	SAL-MPSY-408	Psychopathology across life span	Core-7
3	SAP-MPSY-409	Practicum-2 Testing/Experiments	Core-8
4	SAL-MPSY-410	Psychological testing and assessment	Core-9
5	SAL-MPSY-411	Research Methodology	GE-2
6	SAL-MPSY-412	Communication and Social Skills	AEC
7	SAP-MPSY-413	Summer Internship	Core-10

SEM-3			
1	SAL-MPSY-501	Life Span Development	Core-11
2	SAL-MPSY-502	Principles and Techniques of Counseling	Core-12
3	SAP-MPSY-503	Practicum/ Field work in Clinical/ Counseling/ OB and Social	Core-13
4	SAL-MPSY-504	Positive Psychology and Self in the New World	GE-3
5	SAL-MPSY-505	Consumer Psychology and Advertising	DSE-1
6	SAL-MPSY-506	Human Resource Management	DSE-2
7	SAL-MPSY-507	Change Management	DSE-3
8	SAL-MPSY-508	Psychotherapy	DSE-4
9	SAL-MPSY-509	Rehabilitation Psychology	DSE-5
10	SAL-MPSY-510	Neuroscience of Positive Psychology	DSE-6
	(any 3 DSE PAPERS)		28
SEM-4			
1	SAL-MPSY-511	Understanding Social Psychology	Core-14
2	SAL-MPSY-512	Gender- Psychosocial Understanding	GE-4
3	SAL-MPSY-513	Project/ Dissertation	Core-15
4	SAL-MPSY-514	Family and Couple Therapy	DSE-7
5	SAL-MPSY-515	Health & Community Psychology	DSE-8
6	SAL-MPSY-516	CBT--REBT: Basic Applications	DSE-9
7	SAL-MPSY-517	Psychological Welllbeing at Workplace	DSE-10
8	SAL-MPSY-518	Training and Development	DSE-11
9	SAL-MPSY-519	Career Counseling and world of work	DSE-12
(any 3 DSE PAPERS)	Total	28	
Total Credits 112 Credits			