

STUDENT DEVELOPMENT POLICY

The performance of IIHT students to be monitored and improved through high quality education for which effective teaching practices shall be followed besides extending all kind of academic and extra-curriculum support. Students' learning in advanced manner should continuously be monitored and assessed periodically and reports should be prepared. To ensure that these requirements are met, the following points should be taken care of:

1. Academic Support
2. Co-curricular Activities
3. Extra-curricular Activities
4. Mentoring and Counselling
5. Industry-Institute Interaction
6. Outreach Services
7. Holistic Personal Growth
8. Year-wise Plan of Activities
9. Financial Component

1. ACADEMIC SUPPORT

Comprehensive and world-class academic support should be provided to the students of IIHTs in the following manner:

- i. **Regular Teaching-Learning Process:** Sufficient numbers of teaching faculty members, with qualifications as per AICTE norms must be available at all IIHTs to meet the regular academic requirements. Additionally, special tutorial classes should be arranged for weak students by providing tailored study materials so that these learners get benefited. At the same time, bright students shall be given comprehensive academic teaching to enrich their knowledge in advanced manner.

Students should be identified in the following category:

- Need to improve the communication skills
- IQ need to be improved
- Promising students who require advanced level of teaching
- Need to be uplifted for reaching pass percentage
- High EQ level students

After identification of students in one or more category mentioned above, they should be trained according to their strength by overcoming their weakness.

- ii. **Expert Lectures by Visiting Faculty Members / Industrial Experts:** Periodic expert lectures shall be arranged on the Institute campus to bridge the gap between industry and academia. The Director or Head of Office shall identify and invite expert faculty members or renowned industrialists to deliver lectures to IIHT

students for enhancing their knowledge on latest developments happening in the industry by offering practical insights. The guest lectures shall also be organized to encourage students' active involvement in their mini and major projects.

- iii. **Skill Development:** Skill development along with regular academic activities, is crucial for students to compete with their peers. To support this, an Industry Interaction Cell should be established, focusing on the students' skill development along with their studies. The detailed activities of this cell are outlined in the Industry Institute Interaction Policy.

2. CO-CURRICULAR ACTIVITIES

IIHT students should be encouraged to actively participate in co-curricular activities such as seminars, technical quizzes, and also to conduct these events on the Institute campus. Students shall also be motivated to help spread awareness about various government projects and schemes to those in need.

3. EXTRA-CURRICULAR ACTIVITIES

A key requirement for IIHT students is the development of skills through extra-curricular activities, which complements their academic learning and performance. Students should be provided with sports facilities and equipment and will be encouraged to participate in various sports activities. Proper trainers shall be assigned to ensure safe training and extra care shall be taken for female students by assigning senior female staff members to oversee their activities. After training, students shall be encouraged to participate in District, State, and National level events. In addition to sports, students should be encouraged to participate in recreational activities to alleviate mental stress. Extra-curricular activities shall be arranged to benefit students without adding an additional burden.

4. MENTORING AND COUNSELLING

The Director and Head of Office of each Institute should arrange mentorship and counselling at various levels, including students and faculty. This support should address challenges such as academic performance, self-confidence, and motivation. Committees should be formed, and their outcomes shall be reviewed periodically by the Director. Mentors and counsellors should be trained before taking on their responsibilities and fair counsellors should be identified from both student groups and experienced faculty members.

5. INDUSTRY-INSTITUTE INTERACTION

The role of students in enhancing industry-institute interaction is detailed in the Industry-Institute Interaction Policy.

6. OUTREACH SERVICES

IIHT students should be encouraged to participate in community services and environmental sustainability programmes/efforts. They shall be trained and counselled to advocate for social awareness about government schemes and support disadvantaged

communities in their native areas. Participation in activities such as NSS, NCC, blood donation camps, maintaining campus cleanliness and achieving plastic-free status should be encouraged.

7. HOLISTIC PERSONAL GROWTH

The leadership characteristics of IIHT students shall be developed through training programs and community services. Support shall be provided for personal growth through guest lectures and workshops on topics such as emotional intelligence, resilience, and stress management. Students shall be promoted through fostering a culture of integrity and ethical behaviour via seminars, group discussions and a clear code of conduct. Participation in community service and outreach programs shall also be encouraged to build social responsibility.

8. YEAR-WISE PLAN OF ACTIVITIES

i. First Year: Strong foundation shall be built in academic and personal skills with the following activities:

- Academic Workshops: Focus on study skills, time management, and technical fundamentals.
- Soft Skills Training: Communication and computer proficiency sessions.
- Orientation Training: Introduction to academic resources, support systems, and extracurricular opportunities

ii. Second Year: Objective: Critical thinking and industry awareness shall be enhanced through following activities:

- Industry Visits: Observational visits to at least four industry units with report submissions.
- Guest Lectures: Sessions with industry experts on specialization and career paths.
- Advanced Workshops: Focus on project management, advanced technical skills, and industry trends.

iii. Third Year: Objective: Leadership skills shall be developed and practical industry experience shall be enhanced through following activities:

- Leadership Projects: Assignments and responsibilities on campus and in the community.
- Industry Projects: Participation in real-world projects with industry collaboration.
- Presentation Opportunities: Students presentation of projects, development journey, and achievements to a broad audience.

9. Financial Component

9.1 Study Material Development

- IIHT faculty members will be required to develop study materials for students to facilitate accelerated learning. Remuneration for this work will be paid @

Rs.500/- per hour for those preparing the study material at initial stage. Subsequently, the prepared study material will be scrutinized/modified/ratified by the senior level faculty member/Director/External Technical Expert who will be paid honorarium @ Rs.600/- per hour.

- The number of hours that shall be taken for the calculation of remuneration is the total number of contact hours of the particular course for those preparing the study material at initial stage. For those moderating/scrutinizing/ratifying the study material at the subsequent stage is 50 % of the total use of contact hours mentioned in the theory course.
- In case the Director/External experts reject the prepared study material due to lack of quality, the preparation charges will not be paid to the faculty member.

9.2 Financial Support for Internship / Major Project Work

- Students undergoing internships will receive a lump sum grant of Rs.5000 per internship as financial support, in addition to their regular stipend. However, the students have to complete the following to become eligible to receive the internship amount
 - Genuineness of the certificate the submitted by the students shall be verified
 - The students who gave failed in his/her first attempt will not be eligible to claim the internship amount
- For completing study projects with handloom cluster interventions, students will receive a lump sum grant of Rs.5000 per candidate, with the ceiling of Rs. 15,000 per batch.

9.3 Financial support for participation in Technical Symposium

Students are encouraged to participate in national-level technical symposiums at government or government-aided colleges/Universities for which the transport expenditure shall be reimbursed. The reimbursement is restricted only for **paper presentation and technical quiz**. The Reimbursement for travel will cover sleeper class train fares / actual fare by bus (Non AC, Seater Type) charged by any public transport, subject to the following conditions:

- Reimbursement is limited to the second or sleeper class fare for Mail Express trains (normal or tatkal booking, excluding premium tatkal).
- Students must submit actual train / Bus tickets and participation/winning certificates from the institutions where they participated.
- The number of days spent for this activity per semester per student shall not exceed 5 working days.



9.4 Honorarium for Guest Lectures

Experts from industry or other colleges delivering guest lectures at IIHT shall be paid an honorarium of Rs.1500 per hour with a ceiling limit of Rs.5000 per day along with Travel expenses up to 2.5 times the AC 2-tier train fare or bus fare charged by the public transport which includes all local conveyances as permissible under GFR.

In conclusion, a robust student development policy is essential for fostering holistic growth and nurturing the diverse potential of all learners. By prioritizing academic excellence, emotional well-being and social responsibility such policies create an inclusive environment that empowers students to thrive. Continuous evaluation and adaptation of this policy will ensure that this remains relevant and effective in preparing students for success in an ever-evolving world.

