

Name of the Institution	SONITPUR POLYTECHNIC
Address	Rahini Bill Gaon, Dhekiajuli P.O: Thelamara, District: Sonitpur (Assam) Pin: 784149
Telephone	3712248533 / +917002924610
Email	sonitpurpolytechnic@gmail.com

Name and address of the Trust/Society/Company and the Trustees	N/A
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Name Principal	Dr. Chitta Ranjan Singha
Address	Parama Sarada Apartment Ganesh Mandir Road New Guwahati, District: Kamrup Metropolitan (Assam), Pin: 781020
Telephone	+917002924610 / +919531454830
Email	Crsingha043@gmail.com

Name of the affiliating University	State Council for Technical Education, Assam
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Governance

Members of the board and their brief background	Not applicable
Members of Academic Advisory Body	Not applicable
Frequently of the Board Meeting and Academic Advisory Body	Not applicable
Nature and Extent of involvement of faculty and Students in Academic Affairs/improvements	Faculty meeting/ Student meeting are held regularly
Mechanisms/Norms and procedure for Democratic/Good Governance	Discussed and implemented
Student Feedback on Institutional Governance/Faculty Performance	Yes
Grievance Redressal Mechanism for Faculty/Staff and Students	Yes, Through Grievance Redressal Cell

Establishment of Anti Ragging Committee	Yes
Establishment of online Grievance Redressals Mechanism	Yes
Establishment of online Grievance Redressals Committee in the institution and appointment of Ombudsmen by the university	Yes
Establishment of Internal Complaint Committee (ICC)	Yes
Establishment of committee for SC/ST	Yes
Internal Quality Assurance Cell	Yes

Programmes

Name of Programmes approved by AICTE	Diploma in Civil Engineering, Electrical Engineering & Mechanical Engineering
Name of Programmes Accredited by NBA	Nil
Status of Accreditation of the Course	Nil
Total number of Courses	Nil
No of Courses for which applied for Accreditation	Nil
Status of Accreditation- Preliminary/Applied for SAR and results awaited/Applied for SAR and visits completed/Results of the visits awaited/Rejected/Approved for ..Courses (specify the number of courses)	Nil

For each Programme the following details are given (in Tabular form)

Name	Diploma in Civil Engineering
Number of seats	60
Duration	03 years

Cut of marks/rank of admission during the last three years	As per Govt. norms
Fee (as approved by the state government)	One time : Rs. 1200.00 Fee Payable per year : Rs. 1550.00 Fee payable per semester : Rs. 2450.00
Placement Facilities	Yes
Campus placement in last years with minimum salary, maximum salary and average salary	0

Name	Diploma in Mechanical Engineering
Number of seats	60
Duration	03 years
Cut of marks/rank of admission during the last three years	
Fee (as approved by the state government)	One time : Rs. 1200.00 Fee Payable per year : Rs. 1550.00 Fee payable per semester : Rs. 2450.00
Placement Facilities	Yes
Campus placement in last years with minimum salary, maximum salary and average salary	06 placed with minimum salary: Rs 1,44,000.00 PA and maximum salary: Rs 3,60,000.00PA average salary: Rs 1,80,000.00PA

Name	Diploma in Electrical Engineering
Number of seats	60
Duration	03 years
Cut of marks/rank of admission during the last three years	
Fee (as approved by the state government)	One time : Rs. 1200.00 Fee Payable per year : Rs. 1550.00 Fee payable per semester : Rs. 2450.00
Placement Facilities	Yes
Campus placement in last years with minimum salary, maximum salary and average salary	12 placed with minimum salary: Rs 1,44,000.00 PA and maximum salary: Rs 6,00,000.00 PA average salary: Rs 2,40,000.00 PA

Name and duration of Programm(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details:	Nil
Details of the Foreign University	Nil
Name of the University	Nil
Address	Nil
Website	Nil
Accreditation status of the University in its Home Country	Nil
Ranking of the University in the Home Country	Nil
Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implication for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country.	Nil
Nature of Collaboration	Nil
Conditions of Collaboration	Nil
Complete details of payment a student has to make to get the full benefit of collaboration	Nil
For each Programme Collaborated provide the following	Nil
Programme Focus	Nil
Number of seats	Nil
Admission Procedure	Nil
Fee (as approved by ythe state government)	Nil
Placement Facility	Nil
Placement Records for last three year with minimum salary, maximum salary and average salary	Nil
Whether the Collaboration Programme is approved by AICTE? If not whether the Domestic/Foreign University has applied to AICTE for approval.	Nil

Faculty

Course/Branch wise list Faculty members	
Permanent Faculty	DR. CHITTA RANJAN SINGHA
	MR. PABITRA KUMAR BARUAH
	MR. MOHAMMAD ABUL KALAM
Part Time Faculty	MR. ARNABJYOTI SUTRADHAR
	MRS. SHEEMPE BARUAH
	MR. PINAKJYOTI DEKA
	MISS. BIDYABATI BIJOYLAKHI DEORI
	MR. DEBAJIT BORO
	MR. NIMISHJYOTI JYOTI NEOG
	MR. DIPANKA BORTHAKUR
	MR. BHASKAR MAHANTA
	MRS. ANASUYA GOSWAMI
	MR. MASOOD ALI
	MISS. SANDEEPA AGASTHI
	MISS. ANAMIKA TALUKDAR
	DR. DIPANKA BHUYAN
	MR. ANGSHU BHUYAN
	MISS. JYOTSHNA DEVI
	MISS. DIPASHREE BORMAN
	MR. ASHMAN ALI LOSKAR
	MISS. KABITA BORUAH
	MRS. KARISHMA BHUYAN
	Permanent Faculty: Student Ratio
Number of Faculty employed and left during the last three years	8

Profile of Principal

For each Faculty give a page covering with Passport size photograph	
Name	Dr. Chitta Ranjan Singha
Date of Birth	15/09/1962
Unique ID	
Education Qualifications	BE, MTech, PhD
Work Experience	31 Years
Teaching	30
Research	4years
Industry	0
Others	--
Area of Specification	Data Communication
Courses taught at Diploma/Post Diploma/Under Graduate/Post Graduate/Post Graduate Diploma Level	Microprocessor, Communication, Data Communication, Digital Electronics
Research guidance (Number of Students)	1
No. of papers published in National/International Journals/Conferences	1
Master (Completed/Ongoing)	Completed
Ph.D. (Completed/Ongoing)	Completed
Projects Carried Out	
Parents (Field & Granted)	
Technology Transfer	
Research Publications (No. of papers published in National/international Journals/Conferences)	
No. of books published with details (Name of the book, Publishers with ISBN, year of publication, etc.)	

Fee

Details of Fee, as approved by State fee Committee, for the Institution
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SL no	Description for all students		Amount in Rs.
A	One time		
	1	Admission Fees (Government)	300.00
	2	Training and Placement	200.00
	3	Library Caution (Refundable)	300.00
	4	Science/Workshop Caution (Refundable)	400.00
		Total	1200.00
Fee payable per year			
B	1	Library	100.00
	2	Magazine	100.00
	3	Medical	100.00
	4	Sports/Extra Curricular Activity	500.00
	5	Electricity	200.00
	6	Celebrations	200.00
	7	Students Aid/Activity	200.00
	8	ID card	50.00
	9	Student Insurance	100.00
		Total	1550.00
Fee payable per semester			
C	1	Registration Fee (Government)	20.00
	2	Tuition Fees (Government)	500.00
	3	Examination Fees (*Retest Fee @ Rs. 200.00/Subject)	500.00
	4	Laboratory/Workshop Fees	1200.00
	5	Building Management/Development Fund	200.00
		Total	2450.00
Hostel & Mess expenses- for each semesters- for Boarders			
D	1	Admission Fee (Govt)	100.00
	2	Hostel Seat Rent (Govt) (Per annum)	500.00
	3	Hostel Caution Money One Time (Refundable)	500.00
	4	Electricity, water & other charges	500.00
	5	Hostel Mess Establishment Amenities Charges	500.00
		Total	2100.00
Time schedule for payment of Fee for the entire Programme .		As per Govt. norms	

No. of Fee waivers granted with amount and name of students	As per Govt. norms
Number of scholarships offered by the Institution, duration and amount	AICTE/State Govt
Criteria for Fee waivers/scholarship	For BPL category (Below Poverty Line)
Estimated cost of Boarding and lodging in Hostels	2100.00
Any others fee please specify	NO

Admission

Number of seats sanctioned with the year of approval	180
Number of Students admitted under various categories each year in the last three years	As per Govt. reservation Policy
Number of applications received during last two years for admission under Management Quota and number admitted	As per Govt. Policy

Admission procedure :

Name and address of the test agency / state admission authorities and its URL(website)	SCTE (State Council for Technical Education)
Number of seats allotted to different test qualified candidate separately (AIEEE/CET(State conducted test/university tests/CMAT/GPAT)/Association conducted tests etc)	ITI passed students, 5 in each branch

Calendar for admission against management/vacant seats:

Last date of request for applications	As per Govt. norms
Last date of submission of applications	As per Govt. norms
Dates for announcing final results	As per Govt. norms
Release of admission list (main list and waiting list shall be announced on the same day)	As per Govt. norms

Criteria and weightages for admission:

Describe each criterion with its respective weightages i.e., admission test, mark in qualifying examination etc.	As per Govt. norms
Mention the minimum level of acceptance, if any	As per Govt. norms
Mention the cut-off levels of percentage and percent ile score of the candidates in the admission test for the last three years	As per Govt. norms
Display marks scored in test etc and in aggregate for all candidates who were admitted	As per Govt. norms

List of applicants:

List of candidates whose applications have been received along with percentile/percentages core for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for management quota seats (merit wise)	As per Govt. norms
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Results of admission under management seats/ vacant seats:

Composition of selection team for admission under management quota with the brief profile of members (this information be made available in the public domain after the admission process is over)	As per Govt. norms
Score of the individual candidate admitted arranged in order or merit	As per Govt. norms
List of candidates who have been offered admission	As per Govt. norms
Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list candidate	As per Govt. norms

List of the candidate who joined within the date vacancy position in each category before operation of waiting list	As per Govt. norms
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Information of infrastructure and other resources available:

Number of class rooms and size of each	09 Carpet Area 792 Sqm
Number of tutorial rooms and size of each	02 Carpet Area 98 Sqm
Number of laboratories and size of each	18 Carpet Area 1545 Sqm
Number of drawing halls with capacity of each	02 Capacity 120 students
Number of computer centers with capacity of each	02 Capacity 120 students
Central examination facility, number of rooms and capacity of each	10 rooms, each with capacity 36
Online examination facility (number of nodes, internet bandwidth etc)	Yes 40 nodes and 40 bandwidths
Barrier free built environment for disabled and elderly persons	Yes
Occupancy certificate	Yes
Fire and safety certificate	Yes
Hostel facilities	Yes for girls only

Library :

Number of library books/titles/journals available (programme-wise)	3555 Books/ 356 Titles/10 Journals
List of online national/ international journals subscribed	Journal of Surveying and Structural Engineering Journal of Civil Engineering and Technology Research
E-Library facilities	Yes
National digital library (NDL) subscription details	membership

Laboratory and workshop:

List of major equipment/ facilities in each laboratory/workshop	
List of experimental setup in each laboratory/workshop	

Computing facilities:

Internet bandwidth	40
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Number and configuration of system	92 Systems I3 processor 1TB hard drive 4GB RAM
Total number of system connected by LAN	NA
Total number of system connected by WAN	60
Major software packages available	Windows 10
	Kali
	Ubuntu
	Redhat Linux
	Integrated Management System
	Sonitpur polytechnic library management system
	Language laboratory software
	Physics laboratory software
	Chemistry laboratory software
	CNC software
	Ms office word
	Ms office excel
	Ms office access
	Ms office power point
	AVG free AV
	Quick heal AV
	Notepad++
	Netbeans
	MySQL
	PHP designer
	OMNet++
	PCB123
	Xcircuit
FreeCAD	
OpenSCAD	
Google meet	
Ms Teams	
Gogle Classroom	
Webex Meet	
Major software packages available	
Special purpose facilities available (conduct of online meetings/webinars/workshops,etc.)	Yes
Facilities for conduct of classes /course in online mode(theory/practical)	Yes
Innovation cell	yes
Social media cell	yes
Compliance of the National Academic Depository(NAD), applicable to PGCM/PGDM Institutions and University Departments	Not applicable

List of facilities available:

Games and sports facilities	Yes
Extra-curricular activities	Yes
Soft skill development facilities	Yes

Teaching learning process:

Curricula and syllabus for each of the programmes as approved by the university	SCTE (State Council for Technical Education)
Academic calendar of the university	As per Govt. norms
Academic time table with the name of the faculty members handling the course	As per Govt. norms
Teaching load of each faculty	As per Govt. norms
Internal continuous evaluation system and place	As per Govt. norms
Student's assessment of faculty, system in place	As per Govt. norms

For each Post Graduate Courses give the following

Title of the Course	NA
Curricula and Syllabi	NA
Laboratory facilities exclusive to the Post Graduate Course	NA

Special Purpose

Software, all design tools in case	NA
Academic Calendar and framework	NA

Enrolment and placement details of students in the last 3 years

List of Research Projects/Consultancy Works

Number of Projects carried out, finding agency, Grant received	NA
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Publications (if any) out of research in last three years out of masters projects	NA
Industry Linkage	NA
MoUs with Industries	05

LoA and subsequent EoA till the current Academic Year: Yes

Accounted audited statement for the last three years: Yes

Best Practices adopted, if any: yes

Organizational chart and processes

