

Mandatory Disclosures

The following information shall be given in the information Brochure besides being hosted on the Institution's official website.

The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.

18.1 Name of the Institution: -

Vidya Rattan Institute Of Computer Applications, Vill Khokhar (Lehragaga),

Phone no: 98140 37911, info@vidyarattan.com

18.2 Name and address of the Trust/Society and the Trustees

Shree Mahavir Educational Welfare & Charitable Society, Sunam

Sr. No.	Trustees/ Name	Designation	Qualification	Mobile No.	Email ID
1	Cherry Goyal	Chairman	Graduate	98150-37911	cherrygoyal_90@yahoo.in
2	Himanshu Garg	Member	Post Graduate	98152-13014	himanshu.vidyarattan@yahoo.com
3	Rajiv Goyal	Member	12th	98150-37511	vrgkhokhar@gmail.com
4	Munish Kumar	Member	Graduate	9872872114	vrgkhokhar@gmail.com
5	Sh. Satpal Garg	Member	12th	9915771014	vrgkhokhar@gmail.com
6	Navam Goyal	Member	Graduate	9780020048	vrgkhokhar@gmail.com
7	Vinay Goyal	Member	Post Graduate	9872228420	vrgkhokhar@gmail.com

18.3 Name and Address of the Director

Mr. Cherry Goyal,
Mansa Road, Sunam

Phone no. 98150-37911,

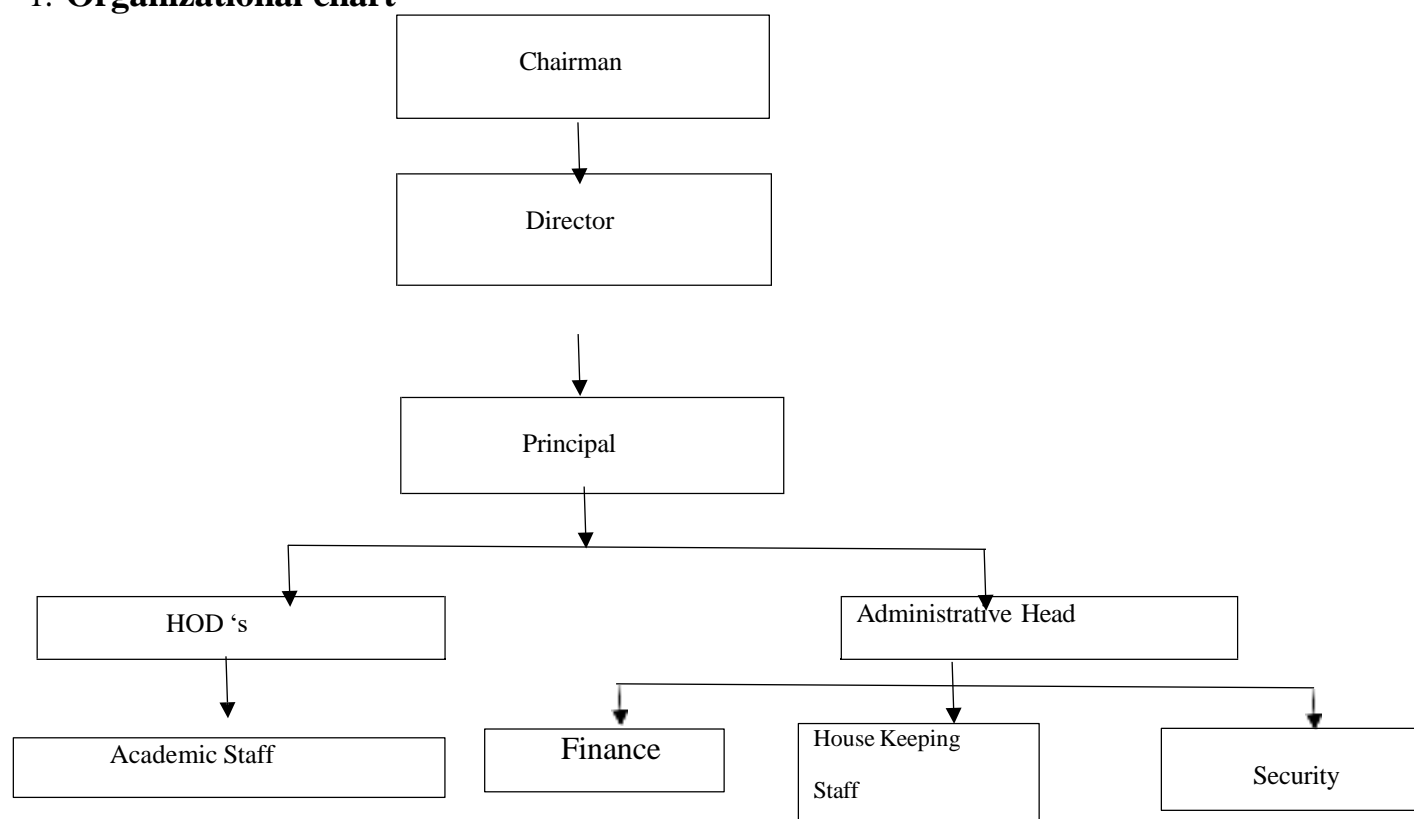
Email : cherrygoyal_90@yahoo.in

18.4 Name of the affiliating University

Maharaja Ranjit Singh Punjab Technical University (MRSPTU) Bathinda

18.5 Governance

1. Organizational chart



2. Grievance Redressal mechanism for faculty, staff and students.

The college has a grievance redress mechanism which is in compliance to the Act of the College; the College policy on redress of grievances provides a fair and reasonable opportunity to employees or students who have any grievance with the College or any of its authorities/policies/decisions. The Grievance Redress Mechanisms for Faculty/Staff and Students/Parents are given below:

(1) For Faculty and Staff

College policy on Grievance Redressal Mechanism for faculty and staff has been prepared dealing with different kinds of grievances - and has three levels of grievance redressal of which Level-III is the Appellate Authority. A brief matrix of grievances and their redress is as follows

Grievances of Faculty

S.no	Nature of Grievance	Level I Grievance Handling	Level II Grievance Handling Authority	Appellate Authority
1.	Against an action of any Faculty Member	Concerned HOD	Dean of School	VC
2.	Against an action of any Staff Member	Reporting Officer	Head HR	VC
3.	Against Reporting Officer	-	-	VC
4.	Against Action of Any Admin Department	Head Admin	-	VC
5.	Performance Appraisal, etc.	Head HR	-	VC
6.	Service Matters	Head HR	-	VC
7.	Work Place facilities/etc.	Head Admin	-	VC

Grievance for Staff/NT Faculty

S.no	Nature of Grievance	Level I Grievance Handling	Level II Grievance Handling Authority	Appellate Authority
1.	Against an action of any Faculty Member	Concerned HOD	Dean of School	VC
2.	Against an action of any Staff Member	Reporting Officer	Head HR	VC
3.	Against Reporting Officer	-	-	VC
4.	Against Action of Any Admin Department	Head Admin	-	VC
5.	Performance Appraisal, etc.	Head HR	-	VC
6.	Service Matters	Head HR	-	VC
7.	Work Place facilities/etc.	Head Admin	-	VC

(2) For Students and Parents

Students are encouraged to resolve concerns or problems directly with the person(s) / Department concerned through personal discussions / counselling in that the aggrieved students should first approach the respective Course Coordinator who will informally try to resolve the problem. Wherever necessary, the Course Coordinator may seek guidance from the appropriate authority for the purpose.

A Matrix for Grievance Redressal Mechanism for students has been prepared dealing with different kinds of grievances. The Grievance Redressal Mechanism has three levels of grievance redressal of which Level-III is the Appellate Authority.

Student Related Grievance

S.no	Nature of Grievance	Level I Grievance Handling	Level II Grievance Handling Authority	Appellate Authority
1.	Academic Related	Concerned HOD	Dean of School	VC
2.	Faculty Related	Concerned HOD	Dean of School	VC
3.	Registration Related	Concerned HOD	Admin Officer	VC
4.	Examination Related	Concerned HOD	COE/ Faculty in Charge (Exam)	VC
5.	Internships / Placements	Head Placement	Dean of School	VC
6.	Amenities and Services	Head Admin	Chairman Student Affairs	VC
7.	Finance Related	Head Finance	-	VC
8.	Student to Student Related	Coordinate Students Affair	Chairman Student Affairs	VC

No complaints have been received till date.

No complaints are currently pending.

3. Establishment of Anti Ragging Committee

Ragging is totally banned in this institution and anyone found guilty of ragging or abetting it, is liable to be punished appropriately. In case you face any problem regarding Ragging, you may contact any one of the following members of Anti Ragging Committee & Anti Ragging Squad.

Sr. No.	Name	Academic Designation	Designation in Squad	Mobile No.	Email ID
1	Cherry Goyal	Director	Chairman	98150-37911	cherrygoyal_90@yahoo.in
2	Himanshu Garg	Society Member	Member	98152-13014	himanshu.vidyarattan@yahoo.com
3	Vinay Goyal	Society Member	Member	9872228420	vrgkhokhar@gmail.com
4	Pushpinder Jit	Principal	Member	98145-44363	pushpinderjit2010@gmail.com
5	Lovereet Kaur	Faculty	Member	8264437702	lkaur4892@gmail.com
6	Jatinder Kaur	Faculty	Member	9872450100	babykaur777@gmail.com
7	Sukhwinder kaur	Faculty	Member	8146396212	rawinderdhiran@gmail.com

4. Establishments of online Grievance Redressal Mechanism.

Universal College Patran is dedicated to offering a secure, just and peaceful environment for learning and working. In compliance with University Grants Commission guidelines, a Grievance Redressal Cell (GRC) was established at the institution to protect the human rights of students and to ensure a joyful, comfortable and secure atmosphere on the campus. The cell actively seeks out, addresses and resolves any complaints concerning:

- Discrimination on the grounds of caste, colour or creed and physical disabilities
- Indisciplinary activities
- Sexual harassment and misconduct
- Complaints regarding classroom management, completion of syllabus, teaching methodology, fee and examination related issues.

Composition of the Grievance Redressal Committee

Sr. No.	Name	Academic Designation	Designation in Squad	Mobile No.	Email ID
1	Cherry Goyal	Director	Chairman	98150-37911	cherrygoyal_90@yahoo.in
2	Himanshu Garg	Society Member	Member	98152-13014	himanshu.vidyarattan@yahoo.com
3	Vinay Goyal	Society Member	Member	9872228420	vrgkhokhar@gmail.com
4	Pushpinder Jit	Principal	Member	98145-44363	pushpinderjit2010@gmail.com
5	Lovereet Kaur	Faculty	Member	8264437702	lkaur4892@gmail.com
6	Jatinder Kaur	Faculty	Member	9872450100	babykaur777@gmail.com
7	Sukhwinder kaur	Faculty	Member	8146396212	rawinderdhiman@gmail.com

5.Details of Grievance Redressal Committee in the institution and OMBUDSMAN by the university

Sr. No.	Name	Academic Designation	Designation in Squad	Mobile No.	Email ID
1	Cherry Goyal	Director	Chairman	98150-37911	cherrygoyal_90@yahoo.in
2	Himanshu Garg	Society Member	Member	98152-13014	himanshu.vidyarattan@yahoo.com
3	Vinay Goyal	Society Member	Member	9872228420	vrgkhokhar@gmail.com
4	Pushpinder Jit	Principal	Member	98145-44363	pushpinderjit2010@gmail.com
5	Lovereet Kaur	Faculty	Member	8264437702	lkaur4892@gmail.com
6	Jatinder Kaur	Faculty	Member	9872450100	babykaur777@gmail.com
7	Sukhwinder kaur	Faculty	Member	8146396212	rawinderdhiman@gmail.com

6. Establishment of Internal Committee(IC)

Sr. No.	Name	Academic Designation	Designation in Squad	Mobile No.	Email ID
1	Cherry Goyal	Director	Chairman	98150-37911	cherrygoyal_90@yahoo.in
2	Himanshu Garg	Society Member	Member	98152-13014	himanshu.vidyarattan@yahoo.com
3	Vinay Goyal	Society Member	Member	9872228420	vrgkhokhar@gmail.com
4	Pushpinder Jit	Principal	Member	98145-44363	pushpinderjit2010@gmail.com
5	Lovereet Kaur	Faculty	Member	8264437702	1kaur4892@gmail.com
6	Jatinder Kaur	Faculty	Member	9872450100	babykaur777@gmail.com
7	Sukhwinder kaur	Faculty	Member	8146396212	rawinderdhiran@gmail.com

7. Establishment of Committee for SC/ST

Sr. No.	Name	Academic Designation	Designation in Squad	Mobile No.	Email ID
1	Cherry Goyal	Director	Chairman	98150-37911	cherrygoyal_90@yahoo.in
2	Himanshu Garg	Society Member	Member	98152-13014	himanshu.vidyarattan@yahoo.com
3	Vinay Goyal	Society Member	Member	9872228420	vrgkhokhar@gmail.com
4	Pushpinder Jit	Principal	Member	98145-44363	pushpinderjit2010@gmail.com
5	Lovereet Kaur	Faculty	Member	8264437702	1kaur4892@gmail.com
6	Jatinder Kaur	Faculty	Member	9872450100	babykaur777@gmail.com
7	Sukhwinder kaur	Faculty	Member	8146396212	rawinderdhiran@gmail.com

8. Internal Quality Assurance Cell

About IQAC

The Internal Quality Assurance Cell (IQAC) of the College was established in March, 2025 and since then working towards the achieving of objective of IQAC. It is working 24X7 to improve the academic and administrative performance of the College. The aim is to channelize all efforts and measures of the College towards promoting ‘Quality Culture’ leading to holistic academic excellence. This will be achieved through involvement of students, parents, teachers, administrative staff and other stakeholders.

The IQAC has been functioning under the Chairmanship of the Director of the Institute with representation from faculty, administration, and external experts as its members. The IQAC will be actively involved in the issues related to curricular aspects, teaching learning and evaluation, students support.

Chairperson	Mr. Cherry Goyal (Director)
Senior Administrative Officers	Dr. Pushpinder Jit (Principal) Dr. Krishan Garg (Vice-principal)
Teachers	Ms. Lovepreet Kaur (HOD, Computer Application) Ms. Sukhwindert Kaur (HOD, Humanities)
One member From the management	Mr. Himanshu Garg (Member of the society)
Nominees from local society	Dr. Amrish Dhawan (Director, Universal College, Patran) Dr. Sanjeev Bansal (Prof. SLIET Longowal)

9. Equal Opportunity facilities Cell

Sr. No.	Name	Academic Designation	Designation in Squad	Mobile No.	Email ID
1	Cherry Goyal	Director	Chairman	98150-37911	cherrygoyal_90@yahoo.in
2	Himanshu Garg	Society Member	Member	98152-13014	himanshu.vidyarattan@yahoo.com
3	Vinay Goyal	Society Member	Member	9872228420	vrgkhokhar@gmail.com
4	Pushpinder Jit	Principal	Member	98145-44363	pushpinderjit2010@gmail.com
5	Lovreet Kaur	Faculty	Member	8264437702	lkaur4892@gmail.com
6	Jatinder Kaur	Faculty	Member	9872450100	babykaur777@gmail.com
7	Sukhwinder kaur	Faculty	Member	8146396212	rawinderdhiran@gmail.com

18.6. Programmes

1. Name of Programmes approved by AICTE – NA
2. Name of Programmes Accredited by NBA – NA
3. Status of Accreditation of the Courses – Under process
4. Total number of courses - 05
5. For each programme the following details are to be given:-

S.no	Name	Number of seats	Duration	Cut off marks/rank of admission during the last years
1.	B.A (Computer Science)	60	03 Years	
2.	B. Com.	30	03 Years	
3.	Skill certificate course in computer maintenance in programming assistant	30	01 Year	
4.	PGDCA	30	01 Year	
5.	Diploma in Nursing Assistant	30	02 Years	
6.	BCA	00	03 Years	

18.7 Faculty

1.

S. No	Name	Name of faculty members
1.	B.A (Computer Science)	1 Ms. Lovepreet Kaur 2 Ms. Sukhwinder Kaur
2.	B. Com.	1 Dr. Krishan Garg 2 Dr. Pushpinder Jit
4.	Skill certificate course in computer maintenance in programming assistant	1 Ms. Jatinder Kaur
5.	PGDCA	1 Ms. Lovepreet Kaur
6.	Skill Diploma in Nursing Assistant	TBA

2. Permanent Faculty: - 05

3. Adjunct Faculty: - 00

4. Permanent Faculty: Student Ratio -: 1:20

18.8 Profile of Principal:-

1. Name - Dr. Pushpinder Jit
2. Date of Birth – 04-09-1978
3. Unique id -
4. Education Qualification - P.hD, MBA, B. com.
5. Work Experience - 17 Years
6. Teaching, Research, Industry/ Others - Teaching
7. Area of Specialization - Marketing
8. Courses taught of Diploma/ Post Diploma/ Under Graduate/

Post Graduate Diploma Level - 6

9. Research guidance (Number of students) - 02
- 10.No. of papers published in National/International journals/
Conferences – 05
- 11.Master (Complete/ongoing) – Completed
12. Ph.D (Completed/ongoing) – Completed
13. Projects Carried out – 02
14. Patents(filed & Granted) – NIL
15. Technology Transfer – NIL
16. Research publication (No. of papers published in
National/ International journals / Conferences) – 05
17. No. of Books published with details (Name of the book, publisher
with ISBN, year of publication, etc.- NIL

18.9 Fee

1. Number of scholarship offered by the Institution, duration and amount.
NA, since the college was not operational from last 5 sessions.

18.10 Admission

1. Number of seats sanctioned with the year of approval.
NA, since the college was not operational from last 5 sessions.
2. Number of students admitted under various categories each year in the last
three years – NA, since the college was not operational from last 5 sessions
3. Number of applications received during last year for admission under
Management Quota and number admitted – NA, since the college was not
operational from last 5 sessions

18.11 Admission Procedure

1. Mention the admission test being followed, name and address of the Test
Agency/ State Admission Authorities and its URL (website) –

Central counselling by Maharaja Ranjit Singh Punjab Technical University (MRSPTU) Bathinda.

Website:- www.mrsptu.ac.in

2. Number of seats allotted to different test qualified candidate separately (AIEEE//JEE/CET(state conducted test/university tests/CMAT) Association conducted test etc.) – Not Applicable.

3. Calendar for admission against Management quota seats:

After Completion of 1st Direct Round of counseling*,

Admission shall be made (i.e. after approval of affiliation) through spot Round (Direct) counselling on Daily Basis (First come first serve Basis) till the date of Admission or Exhausting of Last Seats, whichever occurs earlier.

18.15 Information of infrastructure and other resources available:

1. Number of classrooms and size of each.

S.no	Classrooms	Size of each
1.	10	66 in sq. m

2. Number of Tutorial rooms and size of each.

S.no	Tutorial rooms	Size of each
1.	05	33 in sq. m

3. Number of Laboratories and size of each.

S.no	Laboratories	Size of each
1.	02	66 in sq. m

4. Number of computer centres with capacity of each.

S.no	Computer Centres	capacity of each
1.	01	40 PCs

5. Central Examination Facility, Number of rooms and capacity of each.

S.no	Number of rooms	capacity of each
1.	10	60 student

6. Online examination facility (Number of Nodes, Internet band width, etc.)
– Not Applicable

7. Barrier Built Environment for disabled and elderly persons. - Yes

8. Fire and Safety Certificate – Yes

9. Hostel Facilities - Not Applicable

10. Number of Library books/ebooks/Titles/Journals available

S.no	Titles	Volumes
1.	250	1250

11. List of online National / International Journals subscribed – 03

12. National Digital Library (NDL) subscription detail - Not Applicable

13. List of Major Equipment / Facilities in each Laboratory Workshop – Attached

14. List of Experimental setup in each Laboratory / Workshop – Attached

15. Innovation Cell – yes

16. Social Media Cell – yes

17 Compliance of the Academic Bank of Credit (ABC), applicable to
PGCM/PGDM Institutions and University Departments – NA

18. To upload the respective short video (1-2 min) of Infrastructure and
facilities available w.r.t the courses in the website.

19. Games and Sports Facilities – Available

20. Teaching and learning process – NA

21. For each Post Graduate Courses give the following :

S.no	Post Graduate course
1.	PGDCA

18. Title of Courses:

B.A (Computer Science), B. Com., Skill Certificate Course in Computer Maintenance & Programming Assistant, PGDCA, Diploma in Nursing Assistant

19. Laboratory facilities exclusive to the Post Graduate Course – NA

18.16 Enrolment and placement details of students in the last three year
NA, since the college was not operational from last 5 sessions.

18.17 List of Research Projects/ Consultancy works – Not Applicable.