

1.1 **Mandatory Disclosure** by Institutions running PGDBM/PGDM/MBA programmes to be included in their respective information Brochure, Displayed on their website and to be submitted to AICTE every year well before the admission process.

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

"The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE."

I. NAME OF THE INSTITUTION

❖ **Address including telephone, Fax, e-mail.**

Faculty of Management & Technology
Harish Chandra P.G. College
Bawan-Beecha Campus, Azamgarh Road,
Varanasi-221002 (U.P.)
Telephone : (0542)- 2503693, 2502918
Fax : (0542) – 2360025
E-mail : fmthcpg@sify.com
Website : www.fmtvaranasi.edu.in

II. NAME & ADDRESS OF THE DIRECTOR

DR. RITA AGRAWAL
D. 57/60, SIGRA
VARANASI – 221010 (U.P.)
PHONE NO. (0542) – 2221833, 9415223655

III. Governance

❖ **Members of the Board and their brief background.**

	Name	Academic Qualification		Occupation	Nature of Association with promoting body
		Technical	Non Technical		
1.	Sri Radha Raman Prasad		MA	Industry	Chairman
2.	Sri Shyam Mohan Agrawal		BA	Industry	Secretary
3.	Dr. Bhagwan Das	MSc, Ph.D.		Teaching	Joint Secretary
4.	Sri Girish Chandra Chaudhary	MSc		Teaching	Member
5.	Sri Chandra Shekhar Shah	M.SC.		Industry	Member
6.	Sri G.P. Agrawal	LLB	MA	Advocate	Member
7.	Sri Om Prakash		BA	Industry	Member
8.	Sri Anil Kumar		BA	Industry	Mamber

9.	Sri Prem Das	LLB	MA	Industry	Member
10.	Dr. Gaya Singh	M.A., Ph.D.		Teaching	Member
11.	Prof. Rita Agrawal	B.A. (Hons)	M.A. (Phy) Ph.D.	Teaching	Ex-Officio Member
12.	Dr. Kakkar		M.A	Teaching	Ex-Officio Member (U.P. Technical University)

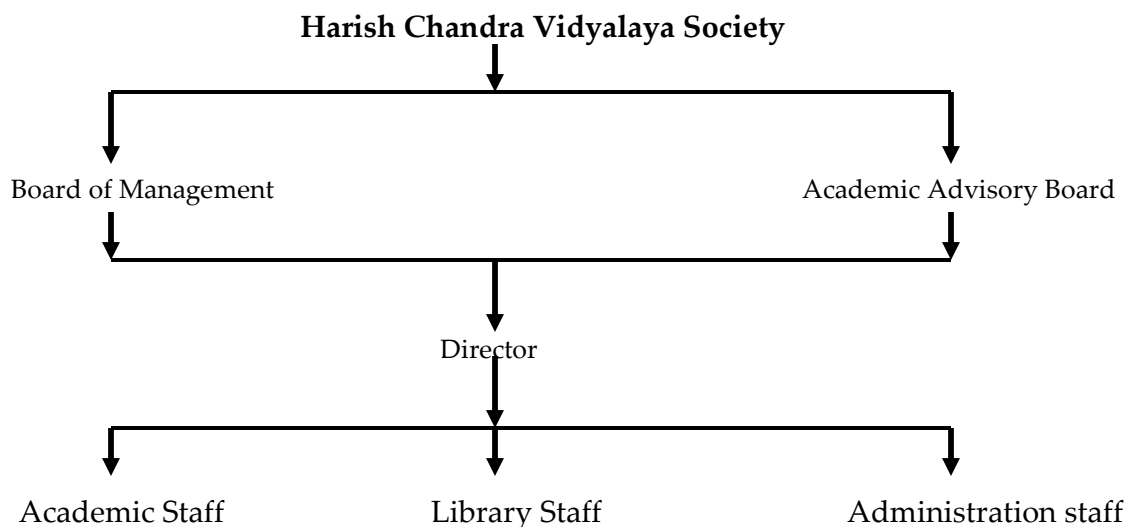
❖ **Members of Academic Advisory Body.**

- 1- Mr. S.M. Agrawal, Chairman, Faculty of Management & Technology, Harish Chandra P.G. College, (Chairman)
- 2- Prof. S.M. Raza, Ex. Vice-Chancellor, VKS, University, Arra.
- 3- Prof. G.C. Agrawal, Ex. Pro Vice-Chancellor, Allahabad University & Head, MONIRBA (Moti Lal Nehru Institute of Research and Business Administration), Allahabad University.
- 4- Prof. B.N. Shukla, Ex-Director, L.N. Mishra Institute of Management, Patna.
- 5- Prof. J.N. Shukla, Ex-Coordinator,, Master of Finance and Control Programme, Faculty of Commerce, Lucknow University, Lucknow.
- 6- Prof. S.N. Chaturvedi, Ex-Director, Deptt. Of Management Studies, DD University, Gorakhpur.
- 7- Prof. P.R. Sengupta, Ex-Coordinator, Management Programme, North Bengal University, Darjeeling.
- 8- Dr. S.K. Tripathi, Head, Deptt. Of Business Administration, VBS Purvanchal University, Jaunpur.
- 9- Prof. Rita Agrawal, Director, Faculty of Management & Technology, Harish Chandra P.G. College,
- 10- Prof. R.C. Sharma, Faculty of Management & Technology, Harish Chandra P.G. College, (Secretary)

❖ **Frequency of the Board Meetings and Academic Advisory Body.**

Meetings of the Board of Management and Academic Advisory Board are held once in a quarter.

❖ **Organisation Chart and processes.**



❖ **Nature and Extent of involvement of faculty and students in academic affairs/improvements.**

The Institute is committed to sound academic values. An effort is made to provide up-to-date knowledge to the students through devoted faculty. Remedial teaching is an integral part of our education system. To make students more interacting and responsive to the quality education, Case Study, Presentations, Games, Quizzes etc. are be organised. Due care is taken to provide extra-curricular facilities. In short, we stand for total development of students' personality. No compromise is being made so far level of teaching is concerned. At the same time, students are also encouraged to search for new frontiers of knowledge through assignments and projects in practical field as well as use of Internet facility.

The FMT functions on the principle of participative management. The academic administration under the supervision of the Academics Advisory Board takes place through committee system. Separate committees are functional for purchase of books and journals, provisions of study material (including case studies), study tour and industrial visits, organization of quiz and other programs, placement activities etc. Each of these committees has representation of two students from I/II and III/IV semester respectively. In extra-curricular activities, students are assigned role of functionaries and faculty plays advisory role.

III. PROGRAMMES

❖ Name of the Programmes (Full Time) approved by the AICTE.

Master in Business Administration (MBA)

❖ Name of the Programmes (Part Time) approved by the AICTE.

-NIL-

❖ Name and duration of programme(s), if any, not approved by AICTE and being run in the same campus.

-NIL-

❖ For each Programme the following details are to be given :

- **Name** : Master in Business Administration
- **Number of seats** : 60
- **Duration** : Two Year (Full Time)
- **Cut off mark for admission during the last 2 years.**
As specified by U.P. Technical University.
- **Fee** : Rs. 45,000 + University Examination fee 4,000 Per annum
- **Placement Facilities** : Yes
- **Campus placement in last two years with minimum salary, maximum salary and average salary:**

In the last two years 32 campus placements have taken place with minimum salary of Rs. 72000/- p.a and maximum salary of Rs. 1,80,000/- p.a., thus averaging to Rs. 1,38,000/- p.a. In addition to it, the institute has introduced the facility of "E-Campus" in association with leading job portal **naukri.com** for providing summer training & placement to the students.

❖ Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of AICTE approval. – **Nil-**

❖ Details of the Foreign Institution/University: - **Not Applicable**-

- Name of the University/Institution
- Address
- Website
- Is the Institution/University Accredited in its Home Country
- Ranking of the Institution/University in the Home Country
- Whether the degree offered is equivalent to an Indian degree?
If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and jobs both within and outside the country.
- Nature of Collaboration
- Conditions of Collaboration
- Complete details of payment a student has to make to get the full benefits of collaboration.

❖ For each Collaborative/affiliated Programme give the following: - **Not Applicable**-

- Programme Focus
- Number of seats
- Admission Procedure
- Fee
- Placement Facility
- Placement Records for last two years with minimum salary, maximum salary and average salary

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

V. FACULTY

- ❖ Number of faculty members:
- Permanent faculty : **09**
 - Visiting faculty: **04**
 - Adjunct faculty: - **Nil**-
 - Guest faculty : **16**

❖ Profile of each faculty with qualifications, total experience, age and duration of employment at the institute concerned.

S No.	Name(s) of the teaching faculty	Designation	Qualification	Date of Birth	Experience (Academics)	Date of Joining the instiution
01-	Prof. Rita Agrawal	Director	MA (Psy), B.A. (Hons) Ph.D.	01/07/1949	30	04/08/2008
02-	Prof. R.C. Sharma	Professor	LL.B., M.Com, Ph.D., AICWA	27/08/1942	45	31/07/2003
03-	Dr. Raj Kumar Singh	Reader	M.A. (Eco), D.Phil	01/10/1965	20	12/02/2007
04-	Sri Y.M. Tripathi	Lecturer	B.Com, MCA	07/07/1978	07	03/10/2002
05-	Mrs. Neetu Ranjan Agrawal	Lecturer	MA, MBA	01/03/1974	02	12/02/2007
06-	Ms. Nagma Noor	Lecturer	B.A., MBA	29/01/1983	01	31-05-2008
07-	Mr. Manish Kumar Gupta	Lecturer	B.com, M.Com	01/07/1978	5	08-09-2008
08-	Mr. Madan Mohan Choudhary	Lecturer	B.Sc., MBA	31-01-1980	3	09-09-2009
09-	Mr. OnkarNath	Lecturer	B.Sc., MBA	18-11-1978	01	16-01-2010

❖ Number of faculty employed and left during the last two years
Chart showing the status of stability of the faculty members.

S . No.	Programme	Category	Period of appointment				Total
			Less than 6 Months	Between 6 Months to 1 year	Between 2 to 3 years	More than 3 years	
	<i>MBA</i>	<i>Professors</i>	-	1		1	2
		<i>Reader</i>	-	1			1
		<i>Lecturers</i>	1	1	1	3	6
		<i>Others</i>					

❖ Profile of Director/Principal with qualifications, total experience, age and duration of employment at the institute concerned.

Name : PROF. RITA AGRAWAL

Date of Birth : JULY 01, 1949

Academic qualifications : M.A. (PSY), B.A. (HONS.) PH.D.
(with field of specialization) (ACCOUNTING AND FINANCE)

Details of Experience : ACADEMIC 30 YRS.
(Academic/Industrial)

Date of the appointment in the : AUGUST 04, 2008
Present institution

❖ Whether student assessment of faculty is in force. – **Yes-**

VI FEE

- ❖ Details of fee, as approved by State Fee Committee, for the Institution.
- **Not Yet Fixed and still under process-**

- ❖ Time schedule for payment of fee for the entire programme.
At the commencement of the 1st/3rd Semesters and 2nd/4th Semesters.

- ❖ Fee waivers granted with amount and name of students.
No fees waivers have been granted to students till now.

- ❖ Number of scholarships offered by the institute with the name of students, duration and amount. – **Nil-**

- ❖ Criteria for fee waivers/scholarships.
There is a provision of waiver of full fee for the Students securing 1st position in UPTU Examinations of any semester. The students securing 2nd position will get waiver of 50% of fee.

- ❖ Estimated cost of Boarding and Lodging in Hostels.
Rs. 2600/- per month including meals

VII. ADMISSION

- ❖ Number of seats sanctioned with the year of approval.
60

- ❖ Number of students admitted under various categories each year in the last two years.

Program	Year	State Quota	Management Quota
MBA	2008	51	9
	2009	51	9

- ❖ Number of applications received during last two years.

Program	Year	No. of Application for Management quota
MBA	2008	87
	2009	138

VIII. ADMISSION PROCEDURE

❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website).

- **State Entrance Examinations conducted by the U.P. Technical University, Lucknow.-**

- **www.uptu.nic.in**

❖ Number of seats allotted to different Test Qualified candidates CAT, MAT, XAT, JMET, ATMA, CET, JEE (State conducted tests/University tests).

- **As per UPTU Norms and Guidelines-**

❖ Calendar: -- **As per UPTU Norms and Guidelines-**

- Last date for request for applications.
- Last date for submission of application
- Dates for Group Discussion (GD)/Interviews
- Dates for announcing final results
- Release of admission list (main list and waiting list should be announced on the same day)
- Date for acceptance by the candidate (time given should in no case be less than 15 days)
- Last date for closing of admission.
- Starting of the Academic session.

The waiting list should be activated only on the expiry of date of main list

- The policy of refund of the fee, in case of withdrawal, should be clearly notified.

VIII. CRITERIA AND WEIGHTAGES FOR ADMISSION

As per State Govt. & U.P. Technical University guidelines

- ❖ Describe each criteria with its respective weightages i.e. Admission Test, GD, Interview etc.
- ❖ Mention the minimum level of acceptance, if any, for any criteria.
- ❖ Mention the cut-off levels of percentage & percentile scores (section-wise and/or total as case may be) of the candidates in the admission test who are called for GD/Interview
- ❖ Mention last two years cut-off percentage & percentile (section-wise and/or total as the case may be) of the candidates called for GD/Interview.
- ❖ Display marks scored in Test, GD, Interview etc. and in aggregate for all candidates who come for GD/Interview etc.