
Sardar Bhagwan Singh University

Balawala, Dehradun – 248161

Student Charter

Academic Session 2025–26

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Student Charter

Academic Session 2025–26

The **Board of Governors** and the **Administration of Sardar Bhagwan Singh University** extend a warm welcome to all students admitted to Undergraduate, Postgraduate, and Diploma programs for the academic session 2025–26.

This *Student Charter* is intended to orient new students to the University's ethos, academic environment, support systems, and expectations. It serves as a supplement to the *Handbook of Information*, which provides comprehensive details about the University, its academic programs, faculty, and campus facilities.

Aims and Objectives

The primary aim of the University is to provide high-quality education that transforms students into accomplished professionals in their chosen fields. SBSU is equally committed to nurturing well-rounded individuals, instilling in them strong values, leadership qualities, and a dynamic personality to contribute meaningfully to society.

About the University

Sardar Bhagwan Singh University is promoted by **Gaurav Bharti Shiksha Sansthan**. The day-to-day administration of the University is overseen by:

- **Shri S. P. Singh** – Chairman, Gaurav Bharti Shiksha Sansthan
- **Dr. Gauravdeep Singh** – President, SBSU
- **Prof. (Dr.) J. Kumar** – Vice-Chancellor
- **Dr. Deepak Sahni** – Registrar
- **Mr. Zorawar Singh** – Manager

Administrative Team

Under the leadership of the Vice-Chancellor, Prof. (Dr.) J. Kumar, the following officers manage the academic and administrative affairs of the University:

- **Dr. Deepak Sahni** – Registrar
- **Prof. Maneesh Arora** – Dean, Students' Welfare
- **Prof. Veerma Ram** – Director, School of Pharmaceutical Sciences and Technology
- **Ms. Urmi Chaurasia** – Controller of Examinations
- **Prof. Arun Kumar Mahato** – Convener, Anti-Ragging Committee & In-charge, Training and Placement
- **Prof. C. Nithya Shanti** – Proctor
- **Lt. Col. R. P. Jugran (Retd)** – Deputy Registrar (Administration)
- **Mr. Vipin Kumar Jain** – Deputy Registrar (HR & Liaison)
- **Prof. Atul Kaushik** – Associate Dean, Research and Innovation
- **Dr. Nidhi S. Belwal** – Associate Dean, Admissions
- **Mr. Sachin Jain** – Accounts Officer
- **Mr. S. K. Chaudhary** – Librarian

Emergency Contact Numbers & Email Addresses

Designation	Name	Phone	Email
Vice-Chancellor	Prof. (Dr.) J. Kumar	7310594776	vcsbsuniversity@gmail.com
Registrar	Dr. Deepak Sahni	7310560776	registrarsbsuniversity@gmail.com

Designation	Name	Phone	Email
Deputy Registrar (Admin)	Lt. Col. R. P. Jugran (Retd)	9870691202	dyregistraradm.sbs@gmail.com
Deputy Registrar (HR & Liaison)	Mr. Vipin Kumar Jain	8449900600	dyregistrarhrliasion.sbsu@gmail.com
Proctor	Dr. C. Nithya Shanti	8439337446	nithya.pharm@gmail.com
Assistant Warden (Boys' Hostel)	Mr. Mohd Ajmal	9927550544	ajmal562003@gmail.com
Warden (Girls' Hostel)	Capt. (Mrs.) Nalini Mehrishi	9997479065	nalinimehrishi29@gmail.com
Assistant Warden (Girls' Hostel)	Dr. Garima Singh	9917148733	garimasinghzoology@gmail.com
Security (Main Gate)	Security Staff	7088834200 / 7088834201	—

University Website

Students are advised to regularly visit the University website for important announcements, circulars, examination schedules, academic calendars, and updates on events and activities.

Website: www.sbsuniversity.edu.in

A. Academics

Submission of Documents

Students admitted for the Academic Session 2025–26 must submit attested photocopies of the following at the time of admission:

- Academic mark sheets and certificates
- Aadhaar Card
- Self-addressed, stamped envelopes:
 - 15 envelopes for Undergraduate courses
 - 10 envelopes for Postgraduate and Diploma courses

Attendance Requirements

A **minimum of 80% attendance** is mandatory in each subject to be eligible to appear in University and internal examinations.

In addition, students must compulsorily attend the following University functions:

1. Independence Day
2. Republic Day
3. Annual Day, Annual Athletic Meet, and National Debate Competition
4. Other special events as notified by the University/State

Note: Absence from any of these events will attract a monetary fine as decided by the authorities.

University Working Hours

- Official working hours: **8:50 AM to 4:40 PM**
- Students (both hostellers and day scholars) are **not permitted to leave the campus** before the end of working hours.
- Students are encouraged to utilize the **Library and Reading Room** during free periods.

Examination Structure

1. Semester Examinations

- **Odd Semester:** Held in **December**
- **Even Semester:** Held in **May/June**
- Minimum **90 instructional days** per semester.
- **80% attendance** is a precondition to be eligible for semester-end examinations.

2. Practical Examinations (Internal Assessment)

- Practical performance is evaluated **continuously** as per the University Ordinance.

For Pharmacy Courses

Total Marks: **40**

Component	Marks
Written Test / Quiz	10
Performance of Experiment	20
Viva-Voce	10

For Other Courses (Except Pharmacy)

Total Marks: **50**

Component	Marks
Written Test / Quiz	10
Performance of Experiment	20
Viva Voce	10
Practical File	10

Purpose of Viva Voce:

To evaluate a student's conceptual understanding of the experiment, methodology, interpretation of results, and ability to think critically in preparation for final examinations.

3. Internal Assessments

For UG and PG (Non-Pharmacy) Courses:

- Two Minor Tests and One Quiz per semester
- Marks from these assessments are added to the final examination scores.

For Pharmacy Courses:

- Two sessional exams per semester (UG and PG)
- Marks are included in final semester-end evaluations.

For Diploma Courses:

- Three sessional exams each year
- Marks included in final University examinations

Payment of Fee

Students are required to deposit the **fee and other dues by the due dates** as specified in the Admission Brochure and official notices. Failure to do so will result in automatic cancellation of admission, and the seat may be allotted to the next eligible candidate in the merit list.

Fee Payment Guidelines

- Candidates who do not deposit the fee within the stipulated period mentioned in the **Admission Letter** and official announcements will not be considered for admission.
- Fee must be paid through any of the following modes:
 - **Demand Draft** in favor of “*Gaurav Bharti Shiksha Sansthan*”, payable at Dehradun.
 - **RTGS/NEFT** transfers. The **UTR number** along with the transaction slip should be emailed or submitted in person to the Accounts Section to obtain a receipt.
 - **Online Payment** through **PayU** portal available on the University website via Net Banking, Debit Card, or Credit Card.
- **Cheques are not accepted** under any circumstances.
- All major **Credit/Debit Cards** are accepted at the payment counter.
- Fee for subsequent years or semesters must be deposited:
 - **On or before 30th June** (for July–December session)
 - **On or before 31st December** (for January–June session)
- The detailed **Fee Structure for 2025–26** has been provided to students at the time of admission in Excel format.

Bank Details for Fee Payment

Bank	Branch	Account No.	IFSC Code	MICR Code
Punjab National Bank	Balawala, Dehradun	03211010000050	PUNB0032110	248024051
State Bank of India	Mohkampur, Dehradun	10075130110	SBIN0002359	248002007
AXIS Bank Ltd.	Nakronda, Dehradun	921010001791641	UTIB00043623	—

University Academic Calendar

The **Academic Calendar** outlines all important academic dates, holidays, vacations, examination schedules, and extracurricular activities. It is available on the University website and shared in official **student WhatsApp groups**.

Students are **strongly advised** to stay informed and actively participate in the listed academic and co-curricular events.

Class Committee

To address academic or general concerns of students, a **Class Committee** is constituted for every class. The committee meets during the academic session under the guidance of the **Vice-Chancellor**.

Composition:

1. **Two student toppers** (1st and 2nd rank holders)
2. **Two class representatives**, selected unanimously by classmates. Representatives are rotated in subsequent meetings.

Library and Internet Facilities

The University has a well-equipped **Central Library** accessible to all students and faculty.

Library Services:

- Book lending as per University Library rules
- **Book Bank Facility**: Limited textbooks issued for the entire academic semester/year
- Dedicated **Reading Room**
- **Wi-Fi-enabled Internet access** and computer systems for student use

Students are encouraged to make full use of these resources to enhance their academic learning.

B. Discipline and Sanctions

SBSU emphasizes **discipline, punctuality, and responsible conduct** as essential traits of a professional environment.

Black Dot System

To ensure compliance with University rules, a disciplinary monitoring system based on “**Black Dots**” is in place.

- **2 to 4 Black Dots** may be assigned for acts of indiscipline, depending on severity.
- Accumulation of **4 Black Dots** may lead to **rustication** for a specified period as determined by the **Disciplinary Committee**.

Note: All students are expected to conduct themselves with integrity and respect, both within and outside the University premises.

Anti-Ragging Policy

In accordance with the **Hon’ble Supreme Court of India’s judgment dated 08.05.2009** (Civil Appeal No. 877/2009) and the **UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009**, **ragging in any form is strictly prohibited** both within and outside the University campus.

Consequences of Ragging

If any student is found to be involved in an act of ragging, the following immediate disciplinary actions shall be taken:

- **Suspension** from the University with immediate effect
- **FIR lodged** at the concerned Police Station
- **Expulsion** from the University, depending on the gravity of the offence

Definition of Ragging

Ragging includes any disorderly conduct—**spoken, written, or physical**—which:

- Teases, treats rudely, or causes discomfort to another student
- Involves rowdy or disruptive behavior likely to cause **embarrassment, annoyance, hardship, or psychological harm**
- Raises fear or apprehension in a fresher or junior student
- Forces another student to perform acts against their will or decency
- Causes **shame, emotional trauma, or physical harm** to the student

Any such act by a senior, junior, or peer student shall be considered **ragging** under UGC regulations and dealt with severely.

Ragging is a criminal offence. Offenders will be punished in accordance with UGC norms and Indian law.

(UGC Letter: D.O. No. F.1-15/2009 (ARC) Pt. III dated 10 June 2025)

Mandatory Online Undertaking

As per UGC guidelines:

- Every **student and parent/guardian** must submit an **online anti-ragging undertaking** every academic year at www.antiragging.in

- Upon submission, a confirmation email is sent to the student's registered mobile number/email
- The confirmation email must be forwarded to:
 - **Nodal Officer / Convener, Anti-Ragging Committee**
Prof. Arun Kumar Mahato ✉ sbsuantiragging@gmail.com
 +91-9927348266

National Anti-Ragging Helpline

- **Toll-Free Number:** 1800-180-5522
- **Email:** helpline@antiragging.in
- **More Info:** www.ugc.ac.in

Anti-Drug Cell / Nasha Mukh Bharat Abhiyan Committee

The **Anti-Drug Cell** of SBSU is committed to the **prevention of drug abuse** and the promotion of a healthy, drug-free environment among students and staff.

Objectives

- Raise awareness about the dangers of drug addiction
- Organize **monthly awareness campaigns** in educational institutions and public spaces
- Educate and empower students to **resist peer pressure** and support others in fighting addiction
- Provide support to victims of substance abuse and ensure early intervention

Student Declaration

- All students must **take an online oath** and submit a **signed certificate** declaring that they will not engage in any activity that violates the principles of the Anti-Drug Campaign.

Anti-Drug Cell Members (2025–26)

S. No.	Name	Department	Email	Mobile No.
1	Prof. Yogita Dobhal	School of Pharmaceutical Sciences & Technology	yogita_sharma05@rediffmail.com	9410790829
2	Mr. Mohmad Ajmal	School of PS&T	ajmal562003@yahoo.co.in	9927550544
3	Mr. Manoj Dhadwal	Dept. of MLT & MM	manojsinghdhadwal@gmail.com	9718775731 / 9411379522
4	Dr. Anjana Bansal	School of Applied Chemistry	anjanachemistry@gmail.com	9643081811
5	Dr. Simiran Kotiyal	Dept. of Physiotherapy	simkotiyal08@gmail.com	8630366466

Note: The Anti-Drug Cell works under the guidelines of the *Narcotic Drugs and Psychotropic Substances Act (1985)* and the directives of the **Nasha Mukh Bharat Abhiyan**.

Women's Cell for Combating Sexual Harassment & Grievance Redressal

Sardar Bhagwan Singh University provides a safe, inclusive, and respectful environment for all students and staff, particularly women. To address issues related to harassment—especially **sexual harassment**—the University has constituted a dedicated **Women Grievance Redressal Cell** in compliance with UGC and Government of India regulations.

Functions of the Cell

- To address and resolve complaints related to any form of harassment
- To create awareness about gender sensitivity and promote respectful behavior
- To conduct sensitization workshops, if needed

Committee Members (2025–26)

Name	Department	Email	Mobile
Prof. Reena Kumari	Dept. of Physiotherapy	physiotherapyhod21@gmail.com	9897106232
Dr. Neetu Pandey	Dept. of Applied Chemistry	neetu_bhett@yahoo.co.in	9410314963
Mr. Ankush Sundriyal	School of PS&T	ankushsundriyal@gmail.com	8126361526

Non-Teaching Members:

Name	Department	Email	Mobile
Mr. Bharat Rawat	School of PS&T	bharatsbspgi@gmail.com	8979179479
Ms. Saumya Benjwal	Library	saumyabenjwal.official@gmail.com	8218693922

Student Representatives:

Name	Program & Semester	Email	Mobile
Ms. Simiran Preet Kaur	MPT, 3rd Sem	simiran2dhanjal@gmail.com	8872112579
Ms. Anshika Khatri	M. Pharm, 3rd Sem	anshikakhatri67@gmail.com	8273984598
Ms. Mansi Verma	M.Sc. Microbiology, 3rd Sem	mansiverma.7466@gmail.com	7466057022

Students' Grievance Redressal Committee

To provide a fair and transparent mechanism for addressing student complaints, SBSU has established a **Grievance Redressal Committee**.

Grievance Reporting Procedure

- Students must submit a written complaint to the **Single Window Student Cell** (located in the Examination Department).
- Complaints should be routed through the concerned **HOD/In-Charge/Coordinator** and forwarded to the **Dean, Students' Welfare**.

Committee Members (2025–26)

Name	Designation	Email	Mobile
Prof. Maneesh Arora	Dean, Students' Welfare	msharora@yahoo.co.in	9412052921
Prof. R. Arunmozhi	Co-Convener	rmozhi@gmail.com	7895617031
Prof. C. Nithya Shanti	Member	nithya.pharm@gmail.com	8439337446
Dr. Santosh Kumar Karn	Member	santoshkarn@gmail.com	7415077443

Training and Placement Cell

The **Training and Placement Cell** plays a vital role in career development and job readiness of students.

Functions:

- Organizing campus recruitment drives and career fairs
- Conducting training sessions for interviews, communication skills, and aptitude
- Liaising with companies and industries for internships and placements

Core Team

- **Convener:** Prof. Arun Kumar Mahato
- **Co-Convener:** Dr. Niki Nautiyal
- **Members:** Mr. Mausin Khan, Mr. Pradyumna Ghosal
- **Secretary & Placement Officer:** Ms. Pyali Sharma Goswami

Students are encouraged to connect with the Cell for guidance, career planning, and placement support.

Uniform Guidelines

SBSU mandates a professional **dress code** to maintain decorum and identity. Students are required to wear the **prescribed University uniform** on campus from **Monday to Thursday** and during formal events.

Uniform for Boys

Season	Uniform
Summer	White shirt, steel grey trousers, black formal shoes, socks, University tie, navy blue turban (as applicable), black belt
Winter	White shirt, grey trousers, black formal shoes, University tie, navy blue pullover, navy blue blazer with University monogram, navy blue turban (as applicable), black belt

Uniform for Girls

Season	Uniform
Summer	White salwar-kameez with white dupatta and black formal shoes
Winter	(Option 1) White salwar-kameez with white dupatta, navy blue pullover, navy blue blazer with University monogram
(Option 2) White shirt, grey trousers, University tie, navy blue pullover, navy blue blazer with University monogram	

Important Notes

1. Students must get their uniform measurements taken and pay the required amount at the **Accounts Department** before collecting the full uniform set from **Central Stores**. This includes:
 - University Uniform (Summer & Winter)
 - **Laboratory coat** for practical work
 - **Tracksuit & T-shirt, and shorts** for sports activities
2. Grooming:
 - Boys must be properly groomed/shaven/turbaned with an appropriate haircut
 - Hair coloring is discouraged
3. **Footwear:** Slippers, sandals, or floaters are not permitted on campus
4. The **tie must be properly worn** with the collar button fastened and shirt tucked in

Penalties for Dress Code Violation

- Denial of class entry
- Imposition of fines
- Suspension of library privileges for 15 days (restored upon payment of ₹200)
- Student is responsible for any attendance shortage due to uniform violations

Uniform Compliance: Additional Guidelines

To maintain uniformity, discipline, and a professional outlook among students, the following additional instructions regarding the **University Uniform** must be strictly followed:

1. Uniform Procurement

- Students must submit their **measurements** to the **Central Stores** after paying the prescribed cost at the **Accounts Department**.
- The **complete uniform set** (including a **lab coat** for laboratory work) is to be collected from Central Stores.
- **Track suits & T-shirts, and shorts** are **compulsory** for participation in sports and physical activities.

2. Grooming Standards

- Boys must be **clean-shaven or properly turbaned**, with a neat haircut.
- **Hair coloring or extreme styling** is discouraged.

3. Footwear Policy

- **Chappals, sandals, or floaters** are strictly **not allowed** on campus.

4. Neatness and Presentation

- The **collar button** must be **fastened**, and the **tie properly worn** close to the neck (not loose or drooping).
- **Shirts must be neatly tucked in** at all times.

5. Consequences of Dress Code Violation

Students found violating the dress code shall face disciplinary actions including:

- Denial of entry to classes
- Monetary fines
- Suspension of **library privileges** for 15 days; reinstatement upon payment of Rs. 200
- Student will be held **personally responsible** for any **shortage in attendance** due to denial of class entry

Issue of Identity Card

- Each student will be issued a **University Identity Card** after admission.
- Wearing the ID card is **mandatory** at all times while on campus.
- In case of loss or damage:
 - Report immediately in writing to the **HOD/In-Charge**
 - A **duplicate ID card** will be issued upon payment of Rs. 250 at the **Accounts Office**

Students must ensure the safekeeping of their ID cards. Entry to campus or access to facilities without an ID may be restricted.

Mobile Phone Policy

- Use of mobile phones is **strictly prohibited** in:
 - Classrooms
 - Laboratories
 - Library
 - Departments
- Mobile phones may be used only in the **Canteen area** and **only in case of emergencies**.

Student Queries & Problem Resolution

A structured process is in place to help students resolve their issues and seek clarification.

Procedure:

- Submit a written application to the **Teacher In-Charge**
- The Teacher In-Charge will investigate and communicate the action taken to the student
- If necessary, the issue may be escalated to the **Head of the Department**

Scholarships

The University offers **merit-based scholarships** as detailed in the Admission Brochure.

Note:

A student found guilty of:

- Indiscipline in the hostel or University premises
- Misconduct off-campus
- Providing false information

...may have their scholarship **withdrawn without prior notice**.

Teaching Schedule

At the beginning of each academic session:

- A **teaching plan** (lectures and practicals) is provided by each subject teacher.
- Students are advised to **review topics in advance** to maximize understanding and classroom participation.

Class Teacher / Advisor System

Each class is assigned a **Class Teacher or Academic Advisor**, who acts as:

- An academic guide
- A mentor for administrative and personal concerns

Advisor Responsibilities:

- Mentor 20–30 students per group
- Discuss individual student concerns, performance, or attendance
- Consult with the HOD when necessary

Students are encouraged to maintain regular communication with their Class Teacher/Advisor.

C. Hostel Residency Policy

It is **compulsory for all students (both boys and girls)** to reside in the University **Hostels for the entire duration** of their course, unless formally exempted.

Definition: Hostellers

Students staying in University-approved hostels are termed **Hostellers**.

Exemption for Local Students

Students may apply for hostel exemption if:

- Their **parents are permanent residents** of Dehradun **within Dehradun Municipal limits**, OR
- Their **parents are employed** within Dehradun city jurisdiction

Required Documents for Exemption:

1. **Ration Card** in parent's name
2. **Electricity/Telephone (Landline) Bill** in parent's name
3. **Voter ID / Aadhaar Card** of parent
4. **Employer's Certificate** if parents are employed in Dehradun
5. **Undertaking** (Hostel Exemption Affidavit)

Hostel Residency – Local Student Exemption

Students whose parents are either **permanent residents** of Dehradun (within the jurisdiction of **Dehradun Mahanagar Nigam**) or are **serving within the city limits** may be considered **local students** and can apply for exemption from hostel residency.

Documents Required for Exemption:

- **Ration Card** in the name of parent(s)
- **Electricity Bill / Landline Telephone Bill** in the name of parent(s)
- **Voter ID or Aadhaar Card**
- **Employment Certificate** for parents serving in Dehradun

Note: Exemption is subject to approval and verification by the Hostel Office.

Mess Timings for All Hostellers

Meal	Timing
Breakfast	7:30 AM to 8:30 AM
Lunch	12:20 PM to 1:00 PM
Dinner	7:30 PM to 8:30 PM

- **Sundays & Holidays:**
 - **Breakfast:** 7:30 AM to 9:00 AM
 - **Lunch:** 12:30 PM to 1:30 PM (in respective messes)

Visitor Policy for Hostellers

- Only **parents or officially designated guardians** are allowed to meet hosteller students.
- Visiting hours: **9:00 AM to 6:00 PM**
- A **Visitor Card** will be issued by the **Hostel Warden** upon submission of **three passport-sized photographs** of the visitor(s).
- No entry shall be allowed without the Visitor Card.

Hostel & Mess Committees

To oversee discipline, cleanliness, and quality of food in hostels and messes, dedicated committees are constituted:

Banda Bahadur Boys' Hostel Committee

- **Warden:** Mr. Mohd Ajmal
- **Members:**
 - Dr. Krtik Uniyal
 - University Captain (Boys)
 - One student representative per floor (nominated by the warden)

Mata Gujri Girls' Hostel Committee

- **Warden:** Capt. (Mrs.) Nalini Mehrishi (Retd)
- **Members:**
 - Dr. Maitri Chaturvedi
 - University Captain (Girls)
 - One student representative per floor (nominated by the warden)

D. Co-Curricular and Allied Activities

At SBSU, co-curricular activities are integral to holistic student development. The University encourages student participation in sports, debates, cultural events, and academic clubs.

House System

All students are allotted to **one of four houses**, named after the four *Sahibzade*, the sons of **Sri Guru Gobind Singh Ji**. This system fosters healthy competition through inter-house events.

House Name	House Color	Faculty In-Charge	Mobile	House Captains
Ajit	Yellow	Mr. Sidhant Naithani Ms. Priya Rawat	9897784209 8219449369	Mr. Vijay Bhandari, M.Pharm 3 rd Semester Ms. Singh Astha Dinesh, BPT 7 th Semester
Fateh	Blue	Mr. Subham Shaily Dr. Nishtha Dixit	8755976115 7253994544	Mr. Abhishek Kumar, M.Pharm 3 rd Semester Ms. Sejal Rawat, B.Sc Biotech. 7 th Semester
Jujhar	Green	Dr. Vishal Verma Dr. Surbhi Pradhan	8057240484 8791156570	Mr. Chetan Dhawan, M.Pharm 3 rd Semester Ms. Rashi Tamta, BPT 7 th Semester
Zorawar	Maroon	Mr. Manoj Dhadwal Dr. Deepa Devi	8076428270 7457865758	Mr. Anmol Chaudhary, M.Pharm 3 rd Semester Ms. Ayushi Kanti, BPT 3 rd Semester

University Captains and Vice-Captains (2025–26)

- **University Captain (Boys):** Mr. Saurav Dhaniyal (M. Pharm, 3rd Semester)
- **University Captain (Girls):** Ms. Meenal Jangid (MPT, 3rd Semester)
- **Vice-Captain (Boys):** Mr. Prakhar Sharma (B. Pharm, 7th Semester)
- **Vice-Captain (Girls):** Ms. Harshita Lohani (BPT, 7th Semester)

Clubs and Societies

To nurture students' interests and talents, SBSU encourages every student to actively participate in at least **one club or society**. Each club is led by a faculty coordinator and a student secretary.

Membership in at least one club/society is mandatory.

List of Clubs & Societies

Name of Club/Society	Faculty Coordinator	Student Secretary
Publication & Creative Writing Society	Dr. Deepanshu Rana	Ms. Manya Dhiman, B.Pharm 5 th Semester
Debating Society	Dr. Meghna Wadhwa	Ms. Vaishali Singh, BPT 7 th Semester
Sports & Athletics Club	Mr. Mohd Ajmal	Mr. Tapan Dhatarwal, BPT 7 th Semester

Name of Club/Society	Faculty Coordinator	Student Secretary
		Ms. Shatakshi Pandey, BPT 7 th Semester
Cultural & Music Club	Dr. Sonal Juyal	Ms. Muskan Bohra, B.Pharm 7 th Semester Mr. Saurabh Rupain, B.Sc Biotech 7 th Semester
Dramatics Society	Mr. Ayush Hatwal	Mr. Abhimanyu Singh, B.Pharm 7 th Semester
Creative Arts Society	Dr. Niki Nautiyal	Ms. Sneha Newar, B.Pharm 7 th Semester
Photographic Club	Mr. Pradyumna Ghosal	Mr. Ayush Shastri, M.Pharm (Cology) 3 rd Semester Pratibha Semwal, BMLT 5 th Semester
Nature Club	Mr. Ankush Sundriyal	Ms. Shakshi Negi, BPT 7 th Semester
Philately Club	Ms. Sandhya Sharma	Mr. Aditya Raj, M.Pharm 3 rd Semester (Ceutics)
ROTRACT	Mr. Subham Shaily	Mr. Nishant, B.Pharm 7 th Semester-President Mr. Devbrath Tripathi, B.Pharm 7 th Semester-Director

Note: Club membership is mandatory for all students. Active participation will be acknowledged in the co-curricular record.

Publications

To document and promote the academic and co-curricular achievements of the SBSU community, the University publishes:

- **Monthly Newsletter – "SBS TIMES"**
Covers news, activities, and achievements of students and faculty.
- **Annual Magazine – "ENDEAVOUR"**
Released on Annual Day, this publication features articles, essays, creative writing, and pictorial highlights.

Students are encouraged to contribute articles, poems, artwork, or write-ups to the **Convener of the Publication & Creative Writing Society**.

Sports Committee

The University encourages sports as a vital part of student life and personality development.

Available Sports Facilities:

- Football
- Badminton
- Table Tennis
- Basketball
- Volleyball
- Track and Field (Athletics)

Students are expected to participate in **inter-house tournaments** as per the **University Sports Calendar**.

Sports activities are conducted under the supervision of the Sports & Athletics Club in coordination with faculty mentors.

National Cadet Corps (NCC)

SBSU offers both **Boys' and Girls' Senior Wings** of the National Cadet Corps, affiliated with the **11 UK NCC Battalion**.

Benefits of Joining NCC:

- Opportunity to earn **NCC "B" and "C" Certificates**
- Attend **Annual Training Camps**, Adventure Camps, and Republic Day Camps
- Eligible to appear for **SSB Interview** for Defence Services (after "C" Certificate)

NCC Officers:

- **Lt. (Dr.) Mohit Bhatt** – ANO (Assistant Professor, Dept. of Physiotherapy)
9760821761
- **Lt. (Dr.) Deepa Mishra Thapliyal** – Caretaker (Assistant Professor, Dept. of Applied Chemistry) 9997909496

E. Campus Facilities

1. Ambulance Services

- A **University ambulance** is available at a nominal charge for local medical emergencies and hospital visits.

2. Medical Emergency Support

- In case of emergencies, **hostellers** will be taken to the **nearest civil hospital** under the supervision of respective **hostel wardens**.

3. Banking and ATM

- Students can open a **Savings Account** at **Punjab National Bank**, located 800 meters from campus.
- An **on-campus ATM** is also available for convenience.
- Additional banks nearby include:
 - **DENA Bank**
 - **Uttaranchal Gramin Bank** (500–600 meters from campus)

4. Cafeteria

- A clean and hygienic cafeteria is available within campus.
- Offers **tea/coffee, snacks, cold drinks, biscuits**, and **lunch items** at reasonable prices.

5. Guest House

- The University Guest House is well-furnished and available for **parents/guardians** on a **daily rental basis**, subject to room availability.
- Booking can be done by submitting a **written request** to the **Administrative Officer**.
 - **Room Charges:** ₹900 per day (AC Room)

Tuck Shop

A **Tuck Shop** is available on campus to cater to students' daily needs.

- **Proprietor:** Mr. Mahendra Chaudhary
- **Services:** Photocopying, stationery, basic utility items
- **Timings:** **8:00 AM to 8:00 PM**, open all days

Note: *Students can conveniently access required items without needing to leave campus.*

Suggestions & Feedback

SBSU values the active involvement of students in its continuous improvement process.

You are encouraged to share suggestions related to:

- Academic improvements
- Boarding and lodging facilities
- Infrastructure or service enhancements
- Career development initiatives

Submission Channels:

- **President:** ✉ president@sbsuniversity.edu.in
- **Vice Chancellor:** ✉ vcsbsuniversity@gmail.com

Note: *Constructive feedback is vital to institutional excellence. All suggestions are reviewed with due consideration.*

Transport Facilities

The University provides **transport services** for day scholars on multiple routes connecting various parts of Dehradun and nearby regions.

Operative Routes:

- | |
|--|
| <ul style="list-style-type: none">• Route No. 1:
University → Miyanwala → Jogiwala → Shastri Nagar → Rispana Bridge → Dharampur Chowk → Clock Tower → Survey Chowk → Dilaram Chowk → Behl Chowk → Prince Chowk → Saharanpur Chowk → Sabzi Mandi → Patel Nagar → ISBT → Kargi Chowk → University |
| <ul style="list-style-type: none">• Route No. 2:
University → Malsi Pulia → Dunali Chowk → Raipur Chowk → OFD → IRDE → Kali Mandir → IT Park → Apollo School → Sahastradhara Chowk → Kesarwala → Maldevta → University |
| <ul style="list-style-type: none">• Route No. 3:
University → Miyanwala → Harrawala → Kaunwala → Lachhiwala → Doiwala → Bhaniyawala → Jolly Grant → Rani Pokhari → Natraj Chowk → RTO → Rishikesh (Gurudwara Sahib) → and vice versa |

How to Avail Transport Services:

- Contact the **Stores & Purchase Office** or **Estate Superintendent**
- Apply for and collect your **Bus Pass**

Note: *Transport facilities are subject to availability and applicable charges.*

F. Awards and Recognitions

SBSU honours meritorious students for their academic, co-curricular, and sports achievements. The awards serve as motivation and recognition for excellence.

1. Certificate of Merit

Awarded to the top three academic performers in each session (aggregate of Odd & Even Semesters):

- **1st Position:** ₦5,000 + Certificate
- **2nd Position:** ₦3,000 + Certificate
- **3rd Position:** ₦2,000 + Certificate

(Amount to be used for book purchase)

2. Certificate of Appreciation

Awarded to students who:

- Secure **1st position** in class
- Earn **A Grade** in NCC B & C Certificates
- Win **Silver/Bronze Medals** in University-level Sports, Cultural, or Debate competitions

Includes **certificate and prize money**

3. Certificate of Excellence

Awarded to:

- University **toppers** in final examinations
- **Gold Medalists** in University-level athletic events
- Students representing SBSU at the **national level**

Includes **certificate and cash prize**

4. Sports Awards

Award	Reward
Best Athlete (Boy & Girl)	₦7,500 each
Runner-up Athlete (Boy & Girl)	₦5,000 each
Best Player – Inter House Sports	Trophy + Certificate
Athletic Medalists (1st, 2nd, 3rd)	Gold, Silver, Bronze medals + Certificates

Note: All awardees are recognized during the Annual Day and featured in University publications.

Alumni Association

The **SBSU Alumni Association** aims to maintain lifelong engagement between the University and its graduates.

Objectives:

- Track and connect with former students across industries and regions
- Organize **class reunions, social events, departmental conferences**
- Host lectures by distinguished **alumni and professionals**

Note: Every graduate of SBSU automatically becomes a member of the Alumni Association.

G. Sanction of Leave to Students

SBSU recognizes the need for students to take leave under genuine circumstances, including personal and medical reasons. However, **unauthorized absence** and non-compliance with procedures may lead to disciplinary action or cancellation of admission.

1. Ordinary Leave

Students may apply for **ordinary leave** under the following conditions:

1. **Application Process:**
 - Submit a written leave application to the **Head of the Department (HOD)**.
 - The HOD may **approve or reject** the leave.
 - If approved, the application must be forwarded to the **Hostel Warden** for final permission and issuance of a **Gate Pass**.
2. **Reporting Back:**
 - After availing leave, the student must **report back to the Hostel Warden** without delay.
3. **Extended Absence:**
 - If a student remains absent for more than **four consecutive days** before or after vacations/holidays without prior approval, their **admission is liable to be cancelled**.
 - The student will then need to apply for **re-admission** as per University norms.
4. **Sickness During Leave:**
 - If a student falls sick and cannot return on time, they must send an **advance intimation** by **fax, email, or letter** stating the reason for the delay.

2. Medical Leave

SBSU permits medical leave under a structured policy ensuring both genuineness and procedural compliance.

Medical Leave Procedure:

1. **Submission Timeline:**
 - Submit the **leave application** along with a **Medical Certificate** to the HOD **within one week of rejoining** the University.
 - **Late submissions** beyond this period **will not be entertained**.
2. **University Medical Officer:**
 - If the certificate is issued by the **University Medical Officer**, **no further verification** is required.
 - The HOD may grant the leave directly.
3. **External Medical Certificates:**
 - If the certificate is from an external **Registered MBBS / BAMS / BHMS doctor** from a **Government Hospital/PHC**, the HOD shall **forward it to the Chairman, Medical Board**.
 - The **Medical Board** may recommend leave up to **two weeks** based on documentation.
4. **Cases Requiring Medical Board Review:**

Recommendation of the **University Medical Board** is required if:

 - The certificate is from a **private/non-government doctor** with qualifications **other than MBBS**.
 - The leave duration sought is **more than two weeks**.
 - The student provides only **prescriptions** or **bills** instead of a valid medical certificate.
5. **Medical Board Processing:**
 - The **Chairman, Medical Board** shall review and endorse the recommendation.
 - Applications will then be returned to the concerned HOD.
6. **Record Keeping:**
 - The HOD must submit a **consolidated list of students granted medical leave** to the **Controller of Examinations**.
7. **Leave Relaxation Limit:**
 - In all cases, a **maximum of 10% attendance relaxation** may be granted based on medical leave.

*Important: Regular checking of the **Departmental, Hostel, and Main Notice Boards** is advised for updates regarding leave policies, attendance, and academic notices.*

Final Declaration and Acknowledgement

I hereby acknowledge that I have read, understood, and agree to abide by the rules, regulations, and policies outlined in the Student Charter Booklet of Sardar Bhagwan Singh University for the Academic Session 2025–26.

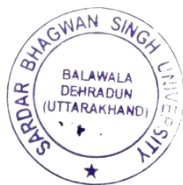
Student Name: _____

Program / Course: _____

Enrollment Number: _____

Signature: _____

Date: _____




REGISTRAR
SARDAR BHAGWAN SINGH UNIVERSITY
BALAWALA, DEHRADUN