

No. CPJCHS/2023-24/116

16-January-2024

### NOTICE

#### **A.S. 2023-24- Even Semester Classes for II| IV| VI & VIII Semester Students w.e.f. 01-February 2024**

**Greetings from Chanderprabhu Jain College of Higher Studies & School of Law!!**

All students of **B.A.LL.B | BBA LL.B** to note that in view of Commencement of **Even Semester w.e.f. 01-February-2024**, physical attendance is mandatory for all for attending the classes & other academic activities. As such, a strict vigil shall be observed by the concerned college authorities to regulate proper discipline amongst all the students & the following points needs to be strictly observed for maintaining proper discipline and code of conduct -

- **Time Table** of respective courses shall be notified soon and it is important to note that the last lecture for the day shall suspend at **3:10 PM and departure of buses @ 3:20 PM**. However, students commuting on their own and wishing to stay back for Library / Computer Lab facility need to note that same will remain operational till 5:00 PM.
- All students must be **formally dressed** and maintain proper **code of conduct & discipline** & need to **Carry their ID Card/ Library Card** for gaining entry into the college campus.
- Students commuting through own Vehicles are advised to park their **Vehicle at Adjoining Parking Area** only and college shall not be responsible for any Loss.
- A minimum of **75% Attendance** is mandatory, as per GGSIPU norms, for being eligible for appearing in internal & end term examinations.
- **Bunking of classes** would be strictly dealt with & students loitering around in the campus/canteen during teaching hours shall face strict disciplinary action.
- The college campus is a strict **No-Smoking Zone** & any student found smoking cigarette/ vape/ e-cigarette or consuming any tobacco products or in possession of the same shall face strict disciplinary action.
- Any student Consuming/ carrying any **Alcoholic Beverage** or any **Narcotic Substance/ Drugs** in the college campus shall face immediate suspension.
- All students are strictly advised not to indulge in any kind of **Verbal Abuse or Physical Fight** with any other student as indulging in the same shall result in immediate suspension of the concerned student from the college.

(Recognized by Govt. of NCT of Delhi, Affiliated to GGS Indraprastha University, Delhi & Approved by Bar Council of India)

- Students who wish to avail transport service may immediately get in touch with the Transport In charge **Mr. Avinash Sharma (9911211258)** and pay the transport fee as per preferred route notified. Functional bus routes detail along with charges is attached.
- Students who wish to avail Book Bank facility may immediately get in touch with the Library In charge **Ms. Rekha Choudhary (8384018552)** and pay the Book Bank fee to avail the books.
- All students to note that they shall not be allowed to board the buses without Transport ID Cards. In case of reissuance please contact Transport Incharge at basement.
- In case of any grievance, students can approach the College's **Student Grievance Redressal Committee (SGRC)** or can mail their grievance at [cpj.grievanceredressal@gmail.com](mailto:cpj.grievanceredressal@gmail.com) or can meet the College Authorities, as under, for resolving their grievances-

### School of Law

S.No.	Name	Designation	Contact Details
1	<b>Dr. Yugank Chaturvedi</b>	<b>Director General</b>	<b>9810367131</b>
2	<b>Dr. Amit Jain</b>	<b>Director, Corporate Affairs</b>	<b>9873363829</b>
3	<b>Dr. Shalini Tyagi</b>	<b>Principal, SoL</b>	<b>9313058335</b>
4	<b>Dr. Shweta Gupta</b>	<b>Dean, SoL</b>	<b>8800890358</b>
5	<b>Ms. Sunita Sharma</b>	<b>Department Coordinator, SoL</b>	<b>9643797575</b>
6	<b>Ms. Prachi Tripathi</b>	<b>Programme Coordinator, B.A.LL.B</b>	<b>7838697067</b>
7	<b>Mr. Sunil Kumar</b>	<b>Program Coordinator, BBA LL.B</b>	<b>9728378787</b>
8	<b>Ms. Arpita</b>	<b>Program Coordinator, LL.M</b>	<b>9899318394</b>

Sd/-  
Principal, SoL

**Annexure(s):** Academic Calendar | List of Faculty Class Coordinators | Seating Plan –SoL | Bus Route Details