

NOTICE - Academic Session 2024-25

Induction cum Pre Orientation Programme – 13th August 2024 – Online

Orientation Programme – 14th August 2024 - At Campus

Commencement of Classes w.e.f. 16th August 2024

We are thrilled to welcome the **Parents & 1st Year Students** of **BBA | BBA (CAM) | BCA | B.COM (H)** Courses, as you embark on a new chapter of your academic journey for **A.S. 2024-25**. To ensure a smooth transition into college life and to familiarize you with the various aspects of our institution, we have organized an **Induction cum Pre Orientation & Orientation Programme** on **13th & 14th August 2024**.

This session will provide necessary information and introduce you to the warm and supportive environment that awaits you. We pride ourselves on fostering a holistic learning environment and you can look forward to a range of academic and non-academic activities to enrich your experience.

Induction cum Orientation Programme Schedule

S.No.	Particulars	Day & Date	Time Slot	Mode
1	Induction cum Pre-orientation Programme with Expert	Tuesday, 13th August 2024	11:00 AM onwards	Online - Zoom
2	Orientation Programme	Wednesday, 14th August 2024	10:00 AM onwards	At Campus
3	Commencement of Academic Session	Friday, 16th August 2024	9:00 AM onwards	

Programme Details of Orientation Programme on 14th August, 2024 - All the Students must attend the Orientation Programme, as per Schedule, as under:

S. No.	PARTICULARS	TIMINGS
1	Free Shuttle – Pick Up: ✓ Jahangirpuri Metro Station ✓ Madhuban Chowk	8:45 a.m. 8:30 a.m.
2	Reporting Time at CPJ Campus – Multipurpose Hall (Basement)	10:00 a.m.
3	Assembly at Auditorium	10:15 a.m.
4	Orientation Programme	10:30 a.m.
5	Re-Assembly at Multipurpose Hall – Admission Formalities ✓ Issuance of ID/ Library Card ✓ Collection of Book Bank ✓ Submission of Pending Fee & Admission Documents	12:00 p.m.
6	Refreshments	01:00 p.m.
7	Departure of Buses	01:30 p.m.

- ✓ **Issuance of Library Cards & Distribution of Book Bank** would take place at the **MCIT Library #305 @ 3rd Floor** after the Orientation Programme. Book Bank shall be distributed only to the **Students who have opted and paid the Requisite Fee for Book Bank.**

Further, students who wish to avail the same can contact **Mr. Vinod Ghawana (Mob: 9711785232)** and pay the requisite fee of the same.

- ✓ **Submission of Pending Fee** (if any), The concerned students may contact – **Accounts Desk Mr. Mukesh & Mr. Sandeep– 9205182400 & 9136135509** at Ground floor (Room No.001)
- ✓ **Submission of Pending Admission Documents** (if any), The concerned students may contact the Document Submission Desk at Multipurpose Hall (Basement). **Dr. Arpita Sehgal – 9899318394 & Mr. Pankaj Parashar– 9810467329**

Free Shuttle Service shall be provided for the Students visiting college for the Orientation Programme on **14th August, 2024:**

Starting Point	Bus No	Name & Mobile No. (Bus Coordinator)	Departure from Jahangirpuri Metro Station Gate No. 4 & Madhuban Chowk	Departure from College to Jahangirpuri Metro Station & Madhuban Chowk
Jahangirpuri Metro Station	DL1PC6077	Mr. Naveen 9999428518	8:45 A.M.	1:30 P.M.
Madhuban Chowk (Opp. Rohini District Court)	DL1PC6177	Mr. Rohit 8505828586	8:30 A.M.	

Commencement of Classes & Transport Facility w.e.f. 16th August, 2024 & Onwards

All students those who have opted for transport facility & likely to avail the same, from different location as per notified routes by the college are required to note that same shall be functional w.e.f. **16th August 2024, subject to fulfillment of transportation guidelines towards subscription of 40 students per Route in a given Sector.**

For any query contact: Mr. Avinash Sharma (Transport Incharge) – 9911211258

Note: You are also required to bring the original Fee Receipt along with two passport size photograph for the needful.

For any query, you may contact–

S. No.	Functionaries	Contact No.
1.	Dr. Jyotsna Sinha Director – CPJCHS & SoL	9711337943
2.	Dr. Parul Agarwal Department Coordinator – MCIT Wing	9828717815
3.	Ms. Saumya Goel Programme Coordinator – BBA & BBA (CAM)	9871058380
4.	Mr. Prabhat Programme Coordinator – BCA	9910231861
5.	Mr. Kamal Batra Programme Coordinator – B.COM (H)	7838484805



Chanderprabhu Jain College of Higher Studies & School of Law

An ISO 9001:2015 Certified Quality Institute

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

We assure you that your time at the college will be filled with a balance of academic and non-academic activities, providing a comprehensive learning experience for intellectual and personal growth. We look forward to welcoming you and supporting you throughout your journey towards becoming accomplished professionals.

Following Survey Links shall be shared in your class Whatsapp groups shortly for nominations:

1. Academic & Class Representative
2. Joining in various Clubs & Committees
3. National Service Scheme (NSS) Cell
4. Students Grievance Redressal Committee (SGRC)

Wishing you a successful & enriching Academic Journey ahead.

Happy Learning! Happy Beginning!!

Sd/-
Director