Mandatory Disclosure		
1. Name of the Institution	· Address including Telephone, Mobile, E-Mail	SURYADATTA INSTITUTE OF MANAGEMENT & MASS COMMUNICATION (SIMMC) "SARASWATI", SURVEY NO. 342, BAVDHAN (BK), PUNE - 411021 Telephone: 020 67901300 Mobile: 9881490036 E-Mail: support@suryadatta.edu.in
2. Name and address of the Trust/ Society/ Company and the Trustees	· Address including Telephone, Mobile, E-Mail	SURYADATTA EDUCATION FOUNDATION 2074, SADASHIV PETH, VIJAYANAGAR, PUNE - 411030 Telephone: 020 67901402 Mobile: 9881490036 E-Mail: support@suryadatta.edu.in Trustee Name :- 1- Dr. SANJAY B. CHORDIYA Chairman 2- Ms. SUSHAMA S. CHORDIYA Secretary 3- Ms. SNEHAL A. NAVALAKHA treasurer 4- Dr. KIMAYA K. GANDHI Member 5- Mr. ROHIT R. SANCHETI Member
3. Name and Address of the Vice Chancellor/ Principal/ Director	· Address including Telephone, Mobile, E-Mail	PROF. DR. SANJAY B. CHORDIYA DIRECTOR "SARASWATI", SURVEY NO. 342, BAVDHAN (BK), PUNE - 411021 Telephone: 020 67901400 Mobile: 9881490036 E-Mail: sbc27661@gmail.com
4. Name of the affiliating University		Savitribai Phule Pune University Ganeshkind Pune
5. Governance		

	· Members of the Board and their brief background		1. Mrs. Sushama S. Chordiya, (B.A. & DCA) Chairman 2. Prof. Dr. Sanjay Chordiya, (BE(Mech), MMS, Ph.D.) Member Secretary 3. Prof. Snehal A. Navlakha, (BE, MMM) Member - Trustee 4. Dr. Kimaya K. Gandhi, (BHMS, MD) -Member - Trustee 5. Mr. Rohit Sancheti, (MBA) Member - Trustee 6. AICTE Nominee -Member - Ex Officio 7. Mr. Dharamraj Gandhi, (B.E.) Industrialist - Trust Nominee 8. Mr.Ajit Tatiya, (B.E. Civil) Educationalist - Trust Nominee 9. University Nominee - Member - Ex Officio 10. DTE Nominee - Member - Ex Officio 11. Mr. Nilesh Gandhi, (B.E. Mechanical) - Industrialist 12. Mr. Kiran Kothariya, (BA, LL.B.) - Advocate 13. Shri Ravi Choudhary, (BE, Event Management, Journalism) - Social Worker 14. Dr. Shailesh Kasande Ph.D (Faculty) 15. Dr. Pratiksha Wable Ph.D (Faculty)
	1	· Members of Academic Advisory Body	1. Dr. Shailesh Kasande: Chairman 2. Dr. Pratiksha Wable: Dean Academics 3. Dr. Ketaki Kulkarni: Member 4. Prof. Khushali Oza: Member Secretary 5. Prof. Charushila Mohite: Member 6. Prof. Harshad Bhadange: Member 7. Dr. Bhooshan Agalgatti: Subject expert Industry- HR Specialization 8. Mr. Vikas Tyagi: Subject expert Industry - SCM Specialization 9. Mr. Anil Khurana: Subject expert Industry - Marketing Specialization 10. Mr. Pratik Tiwari: Subject expert Industry - Finance Specialization 11. Mr. Jayant Joshi: Subject expert Industry - International Business Specialization 12. Mr. Ninad Panse: Subject Expert Industry- Design Thinking
	2	· Frequently of the Board Meeting and Academic Advisory Body	Bi annual

3	· Organizational chart and processes	
4	· Nature and Extent of involvement of Faculty and students in academic affairs/improvements	Faculties & students are involved in all the academic affairs & their suggestions are seeked for improvements. They are members of various committee such as: 1- Program planning and monitoring committee 2- Induction committee 3- Examination committee 4- Library 5- Placements 6- IQAC 7- Student Council
5	· Mechanism/ Norms and Procedure for democratic/ good Governance	All important decisions are discussed in the functional committee where all members put up their opinions. The resolutions of the functional committees are forwarded to college development committee for ratification. The final approval is given by the BOG. This mechanism ensure the participative decision.
6	· Student Feedback on Institutional Governance/ Faculty performance	Student feedback is obtained by the Dean Academics twice per term and same is discussed during the programme planning and monitoring committee meetings. Necessary corrective and preventive actions are initiated.
7	· Grievance Redressal mechanism for Faculty, staff and students	Grievance redressal committee is established and functional as per AICTE norms http://simmc.org/index.php/student-corner/academics-2/grievance-redressal-committee
8	· Establishment of Anti Ragging Committee	Anti Ragging committee is established and functional as per AICTE norms. http://simmc.org/index.php/student-corner/academics-2/anti-ragging-committee
9	· Establishment of Online Grievance Redressal Mechanism	Online grievance redressal is established and availble on the Institute website http://simmc.org/index.php/about-us/online-grievance-redressal-form

	10	· Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University	Grievance Redressal Committee is established as per AICTE norms & is functional. Ombudsman established by S.P. Pune University and functional. ttp://simmc.org/index.php/about-us/online-grievance-redressal-form
	11	· Establishment of Internal Complaint Committee (ICC)	ICC is established and functional as per AICTE norm. http://simmc.org/index.php/student-corner/academics-2/internal-complaint-committee
	12	· Establishment of Committee for SC/ ST	SC / ST committee is established and functional as per AICTE norm. http://simmc.org/index.php/student-corner/academics-2/reservation-committee
	13	· Internal Quality Assurance Cell	IQAC is established and functional as per NACC norm. http://simmc.org/index.php/about-us/naac-iqac
6. Programmes			
		· Name of Programmes approved by AICTE	Master in Business Administration (MBA) PGDM in Finance + Marketing PGDM in Marketing + International Business PGDM in Marketing + Information Technology PGDM in Human Resource + International Business
		· Name of Programmes Accredited by AICTE	0
		· Status of Accreditation of the Courses	Yet to Apply
		· Total number of Courses	5
		· No. of Courses for which applied for Accreditation	0
		· Status of Accreditation – Preliminary/ Applied for SAR and results awaited/ Applied for SAR and visits completed/ Results of the visits awaited/ Rejected/ Approved for ….. Courses	Preliminary
· For each Programme the following details are to be given:			
	1	· Name	MBA
		· Number of seats	180
		· Duration	02 YEARS
		· Cut off marks/rank of admission during the last three years	Centralised admission process is conducted by DTE forMBA admissions
		· Fee	Total Rs. 190218/- for a year (For Open Category)
		· Placement Facilities	Placement support is provided

		· Campus placement in last three years with minimum salary, maximum salary and average salary	
2	· Name	PGDM in Finance + Marketing	
	· Number of seats	60	
	· Duration	02 YEARS	
	· Cut off marks/rank of admission during the last three years	Admissions are taken as per the AICTE norms;	
	· Fee	6,50,000/- for 2 years	
	· Placement Facilities	Yes	
	· Campus placement in last three years with minimum salary, maximum salary and average salary	For Placement Details visit website	
3	· Name	PGDM in Marketing + International Business	
	· Number of seats	60	
	· Duration	02 YEARS	
	· Cut off marks/rank of admission during the last three years	As per AICTE Norms	
	· Fee	6,50,000/- for 2 years	
	· Placement Facilities	Yes	
	· Campus placement in last three years with minimum salary, maximum salary and average salary	For Placement Details visit website	
4	· Name	PGDM in Marketing + Information Technology	
	· Number of seats	60	
	· Duration	02 YEARS	
	· Cut off marks/rank of admission during the last three years	As per AICTE Norms	
	· Fee	6,50,000/- for 2 years	
	· Placement Facilities	Yes	
	· Campus placement in last three years with minimum salary, maximum salary and average salary	For Placement Details visit website	
5	· Name	PGDM in Human Resource + International Business	
	· Number of seats	60	
	· Duration	02 YEARS	
	· Cut off marks/rank of admission during the last three years	As per AICTE Norms	
	· Fee	6,50,000/- for 2 years	
	· Placement Facilities	Yes	
	· Campus placement in last three years with minimum salary, maximum salary and average salary	For Placement Details visit website	

7. Faculty		
	· Branch wise list Faculty members:	[Faculty details are mentioned in the separate sheet Click here](#)
	· Permanent Faculty	42
	· Adjunct Faculty	4+3 RPI
	· Permanent Faculty: Student Ratio	1:20
	· Number of Faculty employed and left during the last three years	
8. Profile of Vice Chancellor/ Director/ Principal/ Faculty For each Faculty give a page covering with Passport size photograph		
1	i. Name	Prof. Dr. SANJAY B. CHORDIYA DIRECTOR
	ii. Date of Birth	27th June 1961
	iii. Unique id	1-2084713246
	iv. Education Qualifications	Ph D, MMS, MBS, BE, PGDMLM, PGDMM, PGDBM
	v. Work Experience	41
	· Teaching	21
	· Research	6
	· Industry	20
	· others	0
	vi. Area of Specialization	Marketing , HR, Finance, Production
	vii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level	Marketing. Supply Chain, Production,Finance and value added courses
	viii. Research guidance	0
	· No. of papers published in National/ International Journals/ Conferences	7
	· Master	MMS, MBS
	· Ph.D.	Yes
	ix. Projects Carried out	0
	x. Patents	2
	xi. Technology Transfer	-
	xii. Research Publications	5
	xiii. No. of Books published with details	1
9. Fee		
MBA	· Details of fee, as approved by State Fee Committee, for the Institution	Total Rs. 190218/- for a year
	· Time schedule for payment of fee for the entire programme	Rs. 40,000/- to confirm the seat Rs. 1,60,000/- before commencement of course (I year) Rs. @ 2,00,000/- for the 2nd year in the month of May of 2nd year

	· No. of Fee waivers granted with amount and name of students	Tution fee is waived as per the rules of the competent authority & hence, the number differs every year.
	· Number of scholarship offered by the **Institution**, duration and amount	Institute provides scholarship ranging from 10% to 50% depending on the percentile score in various entrance exams to girls students and army, police personnels etc. Refer Brochure
	· Criteria for fee waivers/scholarship	Tution fee is waived as per the rules of the competent authority & scholarship based on entrance exam scores
	· Estimated cost of Boarding and Lodging in Hostels	Rs. 1,25,000/- Academic Year including lodging and fooding on type of accomodation.
PGDM	· Details of fee, as approved by State Fee Committee, for the Institution	Total Rs 6,50,000/- Fees are finalized as per the College Competent authorties considering all the expenses and holistic development in affordable fees.
	· Time schedule for payment of fee for the entire programme	Rs. 50,000/- for confirming the seat (Part of Total Course Fees) Rs. 3,00,000/- before the course commencement Rs. 3,00,000/- for the 2nd year in the month May.
	· No. of Fee waivers granted with amount and name of students	Tution fee is waived as per the rules of the competent authority & hence, the number differs every year.
	· Number of scholarship offered by the Institution, duration and amount	Institute provides scholarship ranging from 10% to 50% depending on the percentile score in various entrance exams to girls students and army, police personnels etc. Refer Brochure
	· Criteria for fee waivers/scholarship	Institute provides scholarship ranging from 10% to 50% depending on the percentile score in various entrance exams to girls students and army, police personnels etc. Refer Brochure
	· Estimated cost of Boarding and Lodging in Hostels	Ranging from Rs. 1,00,000/- to Rs. 1,50,000/- Per Academic Year including lodging and fooding on type of accomodation.
10. Admission		
MBA	· Number of seats sanctioned with the year of approval	180
	· Number of Students admitted under various categories each year in the last three years	Please refer DTE Admission List
	· Number of applications received during last two years for admission under Management Quota and number admitted	Admissions for MBA Course are done by DTE, Allotment list is given to the institute by online.
PGDM in Finance + Marketing	· Number of seats sanctioned with the year of approval	60

	· Number of Students admitted under various categories each year in the last three years	Please refer AICTE student portal.
	· Number of applications received during last two years for admission under Management Quota and number admitted	No Management Quota
PGDM in Marketing + International Business	· Number of seats sanctioned with the year of approval	60
	· Number of Students admitted under various categories each year in the last three years	Please refer AICTE student portal.
	· Number of applications received during last two years for admission under Management Quota and number admitted	No Management Quota
PGDM in Marketing + Information Technology	· Number of seats sanctioned with the year of approval	60
	· Number of Students admitted under various categories each year in the last three years	Please refer AICTE student portal.
	· Number of applications received during last two years for admission under Management Quota and number admitted	No Management Quota
PGDM in Human Resource + International Business	· Number of seats sanctioned with the year of approval	60
	· Number of Students admitted under various categories each year in the last three years	Please refer AICTE student portal.
	· Number of applications received during last two years for admission under Management Quota and number admitted	No Management Quota
11. Admission Procedure		

	· Mention the admission test being followed, name and address of the Test Agency and its URL (website)	MH CET : https://mhtcet2019.mahaonline.gov.in/ CAT: https://iimcat.ac.in/per/g01/pub/756/ASM/WebPortal/1/index.html?756@@1@@1 CMAT: https://ntacmat.nic.in/ntacmatcms/public/home.aspx ATMA: https://www.atmaaims.com/?AspxAutoDetectCookieSupport=1 MAT: https://www.aima.in/testing-services/mat/mat.html XAT: http://www.xatonline.in/per/g21/pub/2076/ASM/WebPortal/1/index.html
	· Number of seats allotted to different Test Qualified candidate separately (AIEEE/ CET (State conducted test/ University tests/ CMAT/ GPAT)/ Association conducted test)	FOR MBA :- As per the DTE guidelines and For PGDM : On first come first serve basis subject to seat availablity There is no specific quota for different Test
	· Calendar for admission against Management/vacant seats:	As per DTE / UGC / AICTE guidelines
	· Last date of request for applications	As per DTE / UGC / AICTE guidelines
	· Last date of submission of applications	As per DTE / UGC / AICTE guidelines
	· Dates for announcing final results	As per DTE / UGC / AICTE guidelines
	· Release of admission list (main list and waiting list shall be announced on the same day)	As per DTE / UGC / AICTE guidelines
	· Date for acceptance by the candidate (time given shall in no case be less than 15 days)	As per DTE / UGC / AICTE guidelines
	· Last date for closing of admission	As per DTE / UGC / AICTE guidelines
	· Starting of the Academic session	July / August every year
	· The waiting list shall be activated only on the expiry of date of main list	NA

	· The policy of refund of the fee, in case of withdrawal, shall be clearly notified	Refund policy is followed as per the UGC & AICTE guidelines
12. Criteria and Weightages for Admission		
	· Describe each criterian with its respective weightages i.e. Admission Test, marks in qualifying examination etc.	For MBA: admissions are done based on centralised admission process by DTE; For PGDM: Admission to PGDM Institutions shall be made only from the candidates qualified from any one of the six All India tests, i.e.; CAT, XAT, CMAT, ATMA, MAT, GMATor the common entrance examinations (if any) conducted by the respective State Governments for all Institutions other than Minority Institutions. The candidates shall be short listed on the basis of the overall rank computed taking into accountof the following components and their weights: Score in the Common Admission test - 35 to 60% Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25% Group discussion/interview - 20 to 45% Weightage for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity – 5 to 20%
	· Mention the minimum level of acceptance, if any	Graduation : 50% marks in Graduation for Open Cateogry & 45% marks in Graduation for Reserved Cateogry
	· Mention the cut-off levels of percentage and percentile score of the candidates in the admission test for the last three years	Mention the least score considered (50% in graudation & positive score in any of entrance exam)
	· Display marks scored in Test etc. and in aggregate for all candidates who were admitted	
13. List of Applicants		
	· List of candidate whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidate who have applied along with percentage and percentile score for Management quota seats	No Management Quota
14. Results of Admission Under Management seats/Vacant seats		

	· Composition of selection team for admission under Management Quota with the brief profile of members (This information be made available in the public domain after the admission process is over)	No Management Quota
	· Score of the individual candidate admitted arranged in order or merit	
	· List of candidate who have been offered admission	
	· Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list candidate	
	· List of the candidate who joined within the date, vacancy position in each category before operation of waiting list	
15. Information of Infrastructure and Other Resources Available		
	· Number of Class Rooms and size of each	14 classrooms with size varying between 67.77 sq m to 106.86 sq m
	· Number of Tutorial rooms and size of each	4 tutorial rooms of 45.54 sqm
	· Number of Laboratories and size of each	1 lab of 68.54 sqm
	· Number of Drawing Halls with capacity of each	NA
	· Number of Computer Centres with capacity of each	**01:**- 150.56
	· Central Examination Facility, Number of rooms and capacity of each	**01:**- 35.00
	· Barrier Free Built Environment for disabled and elderly persons	Yes, Available
	· Occupancy Certificate	Valid Certificate Available
	· Fire and Safety Certificate	Valid Certificate Available
	· Hostel Facilities	Available
· Library		
	· Number of Library books/ Titles/ Journals available (program-wise)	Library books & volumes are procured as per the AICTE guidelines and in addition, various e-books are subscribed

	· List of online National/ International Journals subscribed	Journals are procured as per the AICTE guidelines and in addition, various e-journals are subscribed
	· E- Library facilities	Yes, Available
· Laboratory and Workshop		
	· List of Major Equipment/Facilities in each Laboratory/ Workshop	NA
	· List of Experimental Setup in each Laboratory/ Workshop	NA
· Computing Facilities		
	· Internet Bandwidth	50
	· Number and configuration of System	216
	· Total number of system connected by LAN	216
	· Total number of system connected by WAN	216
	· Major software packages available	17
	· Special purpose facilities available	Yes, Available
	· Innovation Cell	Yes, Available
	· Social Media Cell	Yes, Available
	· Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments	Yes
· List of facilities available		
	· Games and Sports Facilities	We have indoor and outdoor sports facility in the campus. Sports are conducted under the guidance of Professional Coach.
	· Extra-Curricular Activities	Activites are organized round the year in the campus for overall developmentof the students on various occasion such as teachers day celebration, Ganesh festivals, Diwali celebration, etc
	· Soft Skill Development Facilities	Students are provided soft skill training classes to make them more employable & corporate ready
· Teaching Learning Process		
	· Curricula and syllabus for each of the programmes as approved by the University	MBA Offered by SPPU : http://collegecirculars.unipune.ac.in/sites/documents/Syllabus%202016/MBA_NEW_Syllabus_2016-17-17-6-16.pdf PGDM : http://simmc.org/images/PGDM_Trimester.pdf
	· Academic Calendar of the University	http://simmc.org/index.php/student-corner/academics/academic-calendar-2017-18

	· Academic Time Table with the name of the Faculty members handling the Course	As per DTE / UGC / AICTE guidelines
	· Teaching Load of each Faculty	Teaching load of faculties is as per the guidelines of UGC & AICTE depending on their post, qualification & experience
	· Internal Continuous Evaluation System and place	Internal continuous evaluation system is in place & the students are continuously monitored & mentored for improvement
	· Student's assessment of Faculty, System in place	Student feedback on the faculties is taken & corrective action taken on it.
	· For each Post Graduate Courses give the following:	As per DTE / UGC / AICTE guidelines
	· Title of the Course	As per DTE / UGC / AICTE guidelines
	· Curricula and Syllabi	As per DTE / UGC / AICTE guidelines
	· Laboratory facilities exclusive to the Post Graduate Course	As per DTE / UGC / AICTE guidelines
	· Special Purpose	As per DTE / UGC / AICTE guidelines
	· Software, all design tools in case	NA
	· Academic Calendar and frame work	As per DTE / UGC / AICTE guidelines
16. Enrollment of students in the last 3 years		Please refer AICTE and DTE portal for the details.
17. List of Research Projects/ Consultancy Works		
	· Number of Projects carried out, funding agency, Grant received	2
	· Publications (if any) out of research in last three years out of masters projects	0
	· Industry Linkage	Yes
	· MoUs with Industries (minimum 3)	5
18. LoA and subsequent EoA till the current Academic Year		Yes, Available on website http://www.simmc.org/index.php/about-us/aicte-approval-letters
19. Accounted audited statement for the last three years		Yes, Available on request

20. Best Practices adopted, if any		1) Suryadatta invites eminent personalities renowned nationally and globally, for their passionate life long mission of making contributions towards the enrichment of society through peerless accomplishments to share their experiences. Objective is to showcase to students there exists an array of opportunities. 2) Institute operates with the spirit of humanity, liberty, integrity, responsibility & togetherness. 3) It provides education for Holistic development of students 4)It encourages Innovation & spirit of Entrepreneurship. 5) It provides value education and prepare the students as per the industry skill sets. . 6) Students are given field work for practical knowledge. 7) Video recordings of faculty regular class lecture for students are made available in library for future references