

# Mandatory Disclosure

1	Name of the Institution	St. Kabir Institute of Professional Studies																												
	Address of the Institution	Nr SAL Hospital, Off Drive-in Road,																												
	City & Pin Code	Ahmedabad 380 054																												
	State / UT	Gujarat																												
	Phone number with STD code	079-49067000																												
	Email	info@skips.in																												
	Website	www.skips.in																												
2	Name of the Trust	Janak Madan Charitable Educational Trust																												
	Trustee Details	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Name</th> <th>Address</th> <th>Telephone No.</th> <th>Positions Held (In Trust)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Col. Vinod Kumar Tandon</td> <td>60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004</td> <td>079-26855154</td> <td>Chairman</td> </tr> <tr> <td>2.</td> <td>Mr. Vaibhav Tandon</td> <td>60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004</td> <td>079-26855154</td> <td>Trustee</td> </tr> <tr> <td>3.</td> <td>Mr. Vishesh Tandon</td> <td>60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004</td> <td>079-26855154</td> <td>Trustee</td> </tr> <tr> <td>4.</td> <td>Mrs. Shubhra Tandon</td> <td>60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004</td> <td>079-26855154</td> <td>Trustee</td> </tr> </tbody> </table>				Sr. No.	Name	Address	Telephone No.	Positions Held (In Trust)	1.	Col. Vinod Kumar Tandon	60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004	079-26855154	Chairman	2.	Mr. Vaibhav Tandon	60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004	079-26855154	Trustee	3.	Mr. Vishesh Tandon	60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004	079-26855154	Trustee	4.	Mrs. Shubhra Tandon	60, Kamdhenu Complex, Panjrapole, Ambawadi, Ahmedabad,380004	079-26855154	Trustee
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3	Name of Director	Dr. Gurpreet Singh Arora																												
	Designation	Director																												
	Address	St. Kabir Institute of Professional Studies Nr SAL Hospital, Off Drive-in Road, Ahmedabad,380054																												
	Phone number with STD Code	079-49067001/2																												
	Email	gurpreet@skips.in																												

4	Name of the affiliating University	Not Applicable			
5	Governance				
Governing Board Members					
		<b>Sr. No.</b>	<b>Name</b>	<b>Current organization</b>	<b>Positions held (Board of Governors, SKIPS)</b>
		1	Col. Vinod K Tandon	Chairman, Janak Madan Charitable Education Trust	Chairman
		2	Mr. Vaibhav Tandon	Director, Krios Building Materials Pvt. Ltd.	Vice Chairman
		3	Mrs. Shubra Tandon	Director, St. Kabir School	Member from Trust
		4	Mr. Vishesh Tandon	Director, Integrated Services Pvt. Ltd.	Member from Trust
		5	Mrs. Pragya Pandya	Principal, St. Kabir School	Educationist
		6	Mr. Mehul Asnani	President, Biotech Vision Care	Industry Representative
		7	Mr. Amit Agrawal	MD & CEO, Jindal Worldwide Ltd.	Industry Representative
		8	Dr. Ankit Jain	Associate Professor, St. Kabir Institute of Professional Studies	Faculty Member
		9	Dr. Vaishali Trivedi	Associate Professor, St. Kabir Institute of Professional Studies	Faculty Member
		10	Nominee	All India Council for Technical Education	AICTE Member
		11	Nominee	Directorate of Technical Education	DTE Member
12	Dr. Gurpreet Singh Arora	Director, St. Kabir Institute of Professional Studies	Member Secretary		
	Frequency of Meetings	Twice a year			

		Sr. No.	Name	Current organization	Positions held (In the Council)
Academic Council		1	Dr. Gurpreet Singh Arora	Director	Chairman
		2	Dr. Vaishali Trivedi	Associate Professor, SKIPS	Faculty Member
		3	Dr. Poonam Arora	Associate Professor, SKIPS	Faculty Member
		4	Ms. Rima Gupta	Assistant Professor, SKIPS	Faculty Member
		5	Dr. Dharmendra S. Mistry	Principal, C C Sheth College of Commerce, Ahmedabad	Educationist
		6	Mr. Anirban R. Banerjee	Intech Systems	Industry Representative
		7	Mr. Milan Sanghvi	IFFCO Tokio General Insurance Co. Ltd.	Industry Representative
		8	Mr. Milan Sanghvi	FinVision Capital	Industry Representative
		9	Mr. Sanjay Tindwani	HDB Financial Services Ltd.	Industry Representative
		10	Mr. Alpesh Purohit	Alumnus (Batch 2009-11) , St. Kabir Institute of Professional Studies	Alumni & Entrepreneur
		11	Dr. Ankit Jain	Associate Professor, SKIPS	Member Secretary
	Frequency of meetings & date Last meeting	Once in a year			
	Student feedback mechanism on Institutional Governance / faculty performance	Mechanism is in place and feedback is taken online.			
	Grievance redressal mechanism for faculty, staff and students	Yes			

	Establishment of Anti Ragging Committee	<a href="https://www.skips.in/anti-ragging-committee/">https://www.skips.in/anti-ragging-committee/</a>												
	Establishment of Online Grievance Redressal Mechanism	Online feedback is taken from students on governance issues.												
	Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the Institute	<a href="https://www.skips.in/student-grievance-redressal-committee/">https://www.skips.in/student-grievance-redressal-committee/</a>												
	Establishment of Internal Complaint Committee (ICC)	<a href="https://www.skips.in/internal-complaint-committee/">https://www.skips.in/internal-complaint-committee/</a>												
	Establishment of Committee for SC/ST	<a href="https://www.skips.in/sc-st-committee/">https://www.skips.in/sc-st-committee/</a>												
	Internal Quality Assurance Cell	<a href="https://www.skips.in/programme-assessment-and-quality-improvement-committee-igac/">https://www.skips.in/programme-assessment-and-quality-improvement-committee-igac/</a>												
6	Programme	Management												
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1	Management	Post Graduate Diploma In Management	Preliminary	180 Per year	2 years									
	Course Name	Post Graduate Diploma in Management (PGDM)												
	Fee (Tuition)	Total fees of the programme 5,08,500/-												
	Placement Facility	YES												
7	Faculty													
	Total No. of Faculty	18												
	Permanent Faculty	18												
	Adjunct Faculty	-												
	Permanent Faculty : Student Ratio	1:20												

8	Faculty Details	<a href="https://www.skips.in/fulltime-faculties/">https://www.skips.in/fulltime-faculties/</a>															
9	Fee																
	Details of fee, as approved by State Fee Committee, for the Institution	Total fees of the programme 5,08,500															
	Time schedule for payment of fee for the entire programme	At the time of Admission 49,500/- 1st Instalment 1,53,000/- (Within 20 days of admission) 2nd Instalment 1,53,000/- (Till 10 Jan 2024) 3 <sup>rd</sup> Instalment 1,53,000/- (Till 10 June 2024)															
10	Admission																
	Number of seats sanctioned with the year of approval	180 (From AY 2020-21)															
11	Admission Procedure	PGDM															
	Mention the admission test being followed, name and address of the Test Agency and its URL (website)	CAT (IIM) <a href="http://www.iimcat.ac.in">www.iimcat.ac.in</a> XAT (XLRI) <a href="http://www.xatonline.in">www.xatonline.in</a> CMAT <a href="http://www.aicte-cmat.in">www.aicte-cmat.in</a> ATMA <a href="http://www.atmaaims.com">www.atmaaims.com</a> MAT <a href="http://mat.aima.in">mat.aima.in</a>															
12	Criteria and Weightages for Admission																
		PGDM															
	Describe each criterion with its respective weightages i.e. Admission Test, marks in qualifying examination etc.	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Selection Criteria</th> <th>Weightage</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Score within the Common Admission Test (CAT, XAT, CMAT, ATMA, MAT, GMAT)</td> <td>35%</td> </tr> <tr> <td>2</td> <td>Score for educational performance in XStd., XII Std., Under Graduate Degree/Post Graduate Degree</td> <td>15%</td> </tr> <tr> <td>3</td> <td>Group Discussion/Interview</td> <td>45%</td> </tr> <tr> <td>4</td> <td>Weightage for participation in Sports / Extra-curricular activities / Gender diversity</td> <td>5 %</td> </tr> </tbody> </table>	Sr. No.	Selection Criteria	Weightage	1	Score within the Common Admission Test (CAT, XAT, CMAT, ATMA, MAT, GMAT)	35%	2	Score for educational performance in XStd., XII Std., Under Graduate Degree/Post Graduate Degree	15%	3	Group Discussion/Interview	45%	4	Weightage for participation in Sports / Extra-curricular activities / Gender diversity	5 %
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	<b>Mention the minimum Level of acceptance, if any</b>	Graduation with minimum 50% ( 45% for SC/ST/OBC)
13	List of Applicants	
		PGDM
	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	<b>NA</b>
14	Results of Admission Under Management seats/Vacant seats	NA
15	Information of Infrastructure and Other Resources Available	
	Number of Class Rooms and size of each	8 Classroom No. L1, L2, L3, L4, L5, L6, L7, L8 (66 sq meter)
	Number of Tutorial rooms and size of each	2 T1 and T2 (33 sq meter)
	Number of Computer Centres with capacity of each	2 (60 each)
	Barrier Free Built Environment for disabled and elderly persons	YES

Occupancy Certificate	YES																										
Fire and Safety Certificate	YES																										
Hostel Facilities	PG Facilities																										
Library																											
Number of Library books/ Titles/ Journals available (program-wise)	Titles - 3094 Volume - 5563 E-books - 10676 No. of Journals - 12 (Print Journals)																										
List of online National/ International Journals subscribed	<table border="1"> <thead> <tr> <th colspan="2">List of Journals Subscribed</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Indian Journal of Finance</td> </tr> <tr> <td>2</td> <td>Indian Journal of Marketing</td> </tr> <tr> <td>3</td> <td>Indian Journal of Business &amp; Emerging Markets</td> </tr> <tr> <td>4</td> <td>Indian Journal of Business Policy &amp; Economics</td> </tr> <tr> <td>5</td> <td>Indian Journal of Human Resource Development &amp; Management Review</td> </tr> <tr> <td>6</td> <td>Journal of Organization and Human Behaviour</td> </tr> <tr> <td>7</td> <td>Journal of Entrepreneurship and Management</td> </tr> <tr> <td>8</td> <td>International Journal of Marketing &amp; Trade Policy</td> </tr> <tr> <td>9</td> <td>International Journal of Human Development &amp; Information System</td> </tr> <tr> <td>10</td> <td>International Journal of Knowledge Based Computer Systems</td> </tr> <tr> <td>11</td> <td>Journal of Digital Marketing</td> </tr> <tr> <td>12</td> <td>International Journal of Financial Markets</td> </tr> </tbody> </table>	List of Journals Subscribed		1	Indian Journal of Finance	2	Indian Journal of Marketing	3	Indian Journal of Business & Emerging Markets	4	Indian Journal of Business Policy & Economics	5	Indian Journal of Human Resource Development & Management Review	6	Journal of Organization and Human Behaviour	7	Journal of Entrepreneurship and Management	8	International Journal of Marketing & Trade Policy	9	International Journal of Human Development & Information System	10	International Journal of Knowledge Based Computer Systems	11	Journal of Digital Marketing	12	International Journal of Financial Markets
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E- Library facilities	YES																										
Computing Facilities																											
Internet Bandwidth	100 MBPS																										
Number and configuration of System	163 Desktops ( 67 Core i5 , 54- Core i3, 42 Dual Core )																										
Total number of system connected by LAN	163																										
Total number of system connected by WAN	NA																										

Major software packages available	YES
Facilities for conduct of classes/courses in online mode (Theory & Practical)	Yes
Social Media Cell	YES
Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments	YES
List of facilities available	
Games and Sports Facilities	YES
Extra-Curricular Activities	YES
Soft Skill Development Facilities	YES
Teaching Learning Process	
Curricula and syllabus for each of the programmes as approved by the BOS	Yes
Academic Calendar of the Institute	<a href="https://www.skips.in/pdf/Calendar-new-2022-23.pdf">https://www.skips.in/pdf/Calendar-new-2022-23.pdf</a>
Academic Time Table with the name of the Faculty members handling the Course	<a href="https://www.skips.in/pdf/Trimester-I-Week-1-Schedule-Batch-2022-24.pdf">https://www.skips.in/pdf/Trimester-I-Week-1-Schedule-Batch-2022-24.pdf</a> <a href="https://www.skips.in/pdf/Trimester-IV-Week-1-Schedule-Batch-2021-23.pdf">https://www.skips.in/pdf/Trimester-IV-Week-1-Schedule-Batch-2021-23.pdf</a>
Teaching Load of each Faculty	12-14 hours per weak
Internal Continuous Evaluation System and	Yes



	place	
	Student's assessment of Faculty, System in place	Yes
	Enrollment of students In the last 3 years	(Academic year 2022 - 23) Batch - 2022-24 - 179 (Academic year 2021 - 22) Batch - 2019-21 - 175 (Academic year 2020 - 21) Batch - 2020-22 - 163
17	Industry Linkage	YES
	MoUs with Industries (minimum 3)	<ol style="list-style-type: none"> <li>1. Aditya Birla Sunlife AMC Ltd</li> <li>2. Aditya Birla Fashion Retail Limited</li> <li>3. Hindustan Coca Cola Beverages Pvt. Limited</li> <li>4. CERA Sanitary Ltd</li> <li>5. Future Group (Home Town)</li> <li>6. Khimji Ramdas India Pvt. Ltd</li> </ol>
18	LoA and subsequent EoA till the current Academic Year	<a href="https://www.skips.in/pdf/SKIPS-EOA-Report%2022-23.PDF">https://www.skips.in/pdf/SKIPS-EOA-Report%2022-23.PDF</a> <a href="https://www.skips.in/pdf/EOA_Report_21-22.PDF">https://www.skips.in/pdf/EOA_Report_21-22.PDF</a> <a href="https://www.skips.in/pdf/EOA_Letter_2020-21_SKIPS.pdf">https://www.skips.in/pdf/EOA_Letter_2020-21_SKIPS.pdf</a> <a href="https://www.skips.in/pdf/EOA_Report_2019-20.pdf">https://www.skips.in/pdf/EOA_Report_2019-20.pdf</a> <a href="https://www.skips.in/pdf/EOA_Report_2018-19.pdf">https://www.skips.in/pdf/EOA_Report_2018-19.pdf</a> <a href="https://www.skips.in/pdf/EOA_Report_2017_18.pdf">https://www.skips.in/pdf/EOA_Report_2017_18.pdf</a> <a href="https://www.skips.in/pdf/All_AICTE_Letter_from_2008_to_2016.pdf">https://www.skips.in/pdf/All_AICTE_Letter_from_2008_to_2016.pdf</a>
19	Accounted audited statement for the last three years	<a href="https://www.skips.in/pdf/SKIPS_FY_2019-20.pdf">https://www.skips.in/pdf/SKIPS_FY_2019-20.pdf</a> <a href="https://www.skips.in/pdf/SKIPS_FY_2020-21.pdf">https://www.skips.in/pdf/SKIPS_FY_2020-21.pdf</a> <a href="https://www.skips.in/pdf/SKIPS_FY_2021-22.pdf">https://www.skips.in/pdf/SKIPS_FY_2021-22.pdf</a>
20	Best Practices adopted, if any	<a href="https://www.skips.in/best-Practices">https://www.skips.in/best-Practices</a>