

Chinmaya Vishwavidyapeeth

A Liberating Arts University for the 21st Century

2019-20 Student Handbook



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Introduction

Welcome to Chinmaya Vishwavidyapeeth!

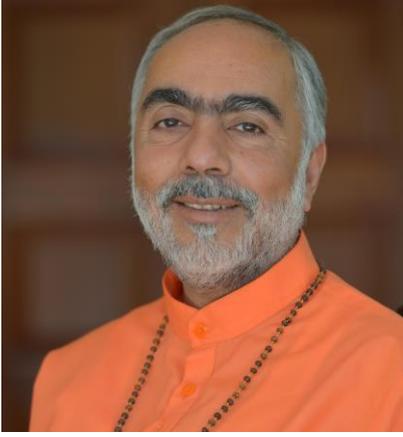
It is a matter of great pleasure that you chose Chinmaya Vishwavidyapeeth (CVV) for your higher education, where you will explore larger questions of life and discover how and where you fit into an increasingly complex, yet constantly changing world.

This Student Handbook describes the genesis of Chinmaya Vishwavidyapeeth, the core values and beliefs, design of programmes, etc. as well as the guidelines, rules & regulations, and policies that govern your academic and social life at Chinmaya Eswar Gurukula (CEG), Kochi campus of the Chinmaya Vishwavidyapeeth. All students are expected to know and observe these guidelines as they go about their daily activities in class, in the hostel, in the playground and in the dining areas.

These guidelines, rules and policies serve to create and sustain a safe, secure, purpose-filled environment where students' aspirations and talents are nurtured as they transform themselves into confident citizens of a globalized world.

At the end you will see a list of key contacts of people who will be invaluable in making your transition to college and hostel life.

Message from our Hon'ble Chancellor



Ancient Indian culture has a very rich heritage of knowledge in literally all aspects of life. Entrenched in the uniquely precise language of Sanskrit, this knowledge bank covers various streams including the sciences, the arts, economics, politics, philosophy, psychology and even organizational leadership; in fact, no field of human endeavour remains untouched by this vast treasury of wisdom.

It is an unfortunate reality, however, that such an impressive body of well-tested knowledge has been 'obscured' from society, particularly in terms of its application potential, through the passage of time. **Chinmaya Vishwavidyapeeth aims to reverse**

that trend by cultivating scholarship designed to rediscover, revive and restore such knowledge to its rightful place in our collective mind, in an innovative and practical manner that also enables this intellectual capital to grow and find new expression in the modern-day context.

Concretely, the university seeks to incrementally offer a wide range of programmes in the discipline of Sanskrit and Indic traditions, extending to even the performing arts, thereby serving the needs of a variety of students. Academic exploration here is enhanced by studies in character development, **with the larger aim of empowering students not only for independent, critical thinking, but also holistic growth and self-unfoldment.**

It is additionally a goal of the University to enable its students to become employable in whatever their chosen field. Imbued with a wider vision of the world and a deep knowledge of their innermost self, graduates can then, it is hoped, effectively participate in nation-building while embodying the noble spirit of service to humanity.

The dynamic *rishi* culture of ancient India – whose achievements influenced the history of Asia as we know it – left its hallmark of excellence on multiple fields of knowledge, many of these contributions still buried in the dust of indifference or prejudice, and awaiting rediscovery. But the task of reinterpreting them for a particular generation always falls to a truly extraordinary soul. In our times, that exceptional soul has been **Pujya Gurudev Swami Chinmayananda, whose demonstration of creativity and conviction, alone has been the inspiration for the remarkable nature of Chinmaya Vishwavidyapeeth** and its mission to 'exceed excellence'.

We bow to that great example of the highest possible knowledge, and solicit His blessings along with **Pujya Guruji Swami Tejomayananda's**, for the success of this most special institution.

Swami Swaroopananda

Message from our Hon'ble Vice Chancellor-in-Charge

India has the oldest and richest civilization, that has survived the onslaught of time and foreign invasions. Ancient Indian Universities like Nalanda, Takshasila, (modern Taxila) Valabhi, Odantapura, Vikramsila and many others have a rich history and some of these existed many years before some of their counterparts like Universities of Alexandria, Athens and Constantinople in the Western world. A wide variety of subjects ranging from the Vedas to Shilpas (Scientific literature) were offered to students, who chose the courses they liked.



Chinmaya Vishwavidyapeeth, a Deemed to be University, is a unique *de novo* University, which is keen on reviving this ancient method of democracy of learning. Bright students, in pursuit of excellent faculty and path breaking higher education, come here from all corners of India. CVV offers choice of courses to students, who can design their own degrees. A common code of conduct is exercised here for all students irrespective of their social, economic and cultural status. Indian Knowledge Systems (IKS) are blended in the CVV syllabi with Contemporary Knowledge Systems (CKS), which enables the students to lead a holistic life.

The innovative courses enable the students to break the barriers of compartmentalized higher education and allow them to connect past traditions with the modern technological advances. In CVV, students learn not only to earn a living; but also, to live a contented life. We believe, that knowledge liberates, gives freedom of thoughts and expression. We at CVV aim at enabling students to pursue their passion along with profession through a unique blend of major and minor courses. Proficiency building courses enhance their skills and life immersion courses envision them for stress-free careers in future.

I welcome every student and aspirant of higher education at Chinmaya University, located at the serene and tranquil atmosphere of Adi Sankara Nilayam. Come, witness the change and be the change!

Warm Regards,

Prof. Gauri Mahulikar

About Chinmaya Vishwavidyapeeth

As a Deemed-to-be University, **Chinmaya Vishwavidyapeeth** aims to create an academic platform that bridges Indian Knowledge Systems (IKS) with current-day applications in every sphere in society. Our Institution will exceed excellence in higher learning and research with the objective of exploring, conserving and sharing the contemporary relevance of Indian cultural heritage and IKS. We aim to integrate the best practices of modern pedagogical advances with the beauty of traditional learning and prepare students to address contemporary challenges, inspiring them to leave a positive impact on the world as confident and cultured contributors to society.

The Chinmaya Eswar Gurukula (CEG, Kochi campus) is located at the maternal home of the great philosopher-saint-traveller-poet Ādi Śaṅkarācārya. Faculty and students at this campus are dedicated to the study and research in Sanskrit and Indic Wisdom bridged with the contemporary streams of knowledge.

Vision

To achieve the threefold noble goal of education, namely, vision, spirit of service and efficiency.

Mission

As a University for Sanskrit and Indic Traditions, Chinmaya University aims to create an academic platform that bridges Indian Knowledge Traditions (IKT) with current-day applications in every sphere in society. The university will exceed excellence in higher learning and research with the objective of exploring, conserving and sharing the contemporary relevance of Indian cultural heritage and IKT. The university aims to integrate the best practices of modern pedagogical advances with the beauty of traditional Gurukula model of learning and prepare students to address contemporary challenges, inspiring them to leave a positive impact on the world as confident and cultured contributors to society.

Core Values

The Chinmaya Vishwavidyapeeth envisions Spirituality, Purity, Practicality and Innovation as its foundational principles. All activities of the University therefore to be aligned to these foundational principles, articulated in some detail below:

Spirituality: *The personal quest that leads the individual to an appreciation of a higher Reality.*

The philosophy of Vedanta and the wisdom of the saints have always guided humanity to this larger vision of life. Students will be encouraged to listen, read, and reflect upon such body of spiritual literature that is conducive to their inner refinement and self-unfoldment. All academics offered at the Chinmaya Vishwavidyapeeth will therefore be aligned to encourage such a quest.

Purity: *Communicating the wisdom of Indian knowledge systems through their source texts.*

This will go a long way in nourishing ancient Indian knowledge traditions and creating living repositories who will in their turn nurture the tradition for the future. Knowledge of Sanskrit will be a key enabler for the study of original sources.

Practicality: *Relevance of the ancient to blend with the needs of a modern age.*

While maintaining the highest degree of academic rigour, the University will specifically provide for courses and ideas and topics that will lead the student to finding a respectable living through gainful employment.

Innovation: *Sparking the intellect of the modern youth through conceptual and strategic innovation.*

The University aims to transfer the wealth of many thousands of years through innovative pedagogy, teaching methodologies, content and nature of the programmes. The University will strive to be progressive, while retaining the continuity of current best practices.

Chinmaya Vishwavidyapeeth will therefore strike a careful balance between the old and new, breaking new ground where necessary and adopting the positives and goodness of all that has gone before, but always leaning towards the winds of innovation.

Our Academic Beliefs

Overall

- We are passionate about creating a World-Class University.
- We teach Indian Knowledge Systems blended with current-day applications.
- We create Performing Artists moulded in the Gurukula mode from the University system.
- We believe that Sanskrit is fundamental to our understanding of Indian Knowledge Systems.
- We are devoted to the in-depth knowledge of Indian Knowledge Systems and are confident about its efficacy in enabling social transformation.
- We are deeply committed to bring out the application potential of Indian Knowledge Systems.
- We believe that contextual relevance must drive our choices and activities in the University.
- We have room for every one with passion, necessary skills, training and perseverance to teach, research and disseminate application potential of Indian Knowledge Systems and Performing Arts notwithstanding their demographic differences & background.
- Our ability to develop a comparative study and understanding of alternative cultural and knowledge domains will enrich our work in improving the application potential of Indian Knowledge Systems.
- We value peers, believe in collegiality and would like to engage in academic discourses and research ideas amongst us.

Teaching

- We believe that excellence in teaching brings credibility to us as Chinmaya Vishwavidyapeeth faculty.
- We follow world class practices when it comes to teaching.
- We believe that teaching is a serious commitment and promise to deliver the best to our students. We therefore provide a detailed plan of our interaction with our students.

- We design the learning process in such a way that for every hour of teaching in-class, our students will invest at least two hours outside classroom.
- We believe in making innovations in teaching so that learning is both enjoyable and insightful experience for our students.
- We realize that unless we make our students employable, our efforts in teaching become less meaningful.

Research

- We aspire to become the beacon for all matters related to application of Indian Knowledge Systems.
- We are aware that the only way to remain credible among peers and professionals is to imbibe a habit of research and dissemination on an ongoing basis.
- We are very keen to conduct research that brings out the contemporary application potential of Indian Knowledge Systems.
- We will be a conduit for disseminating new research in Indian Knowledge applications by organizing conferences and programmes on related themes.

Philosophy behind the design of Academic Programs

- We are de novo. Our offerings will be unique and new
- Education cannot breed excellence by merely providing functional & allied (job seeking) inputs
- The offerings in the University will go beyond these inputs
- Excellence in individuals manifest when they are able to discover their passion and align to it
- The program design will help individuals discover their passion
- Formal exposure to the multi-dimensional nature of Indian Knowledge Systems can be truly mind expanding
- Exposure to Indian Knowledge Systems is a unique aspect of the curriculum design
- Ability to combine both discipline inputs and those that enable individuals develop deep passion and self-belief/confidence is very valuable.
- The curriculum will be a practical and meaningful blend of both these inputs

De Novo in Action – Schools with a Broad Vision

Our programmes are uniquely designed and delivered through the following schools.

- School of Vedic Knowledge Systems focused on Vedas, Vedangas, Jyothisha, Vyakarana. In future the faculty at this school will anchor the “Center for Paurohitya”
- School of Ethics, Governance Culture & Social Systems focused on Itihasa – Puranas – Dharma Sastras, Smritis, Applied Ancient Indian Wisdom
- School of Philosophy, Psychology & Scientific Heritage focused on Nyaya – Vaisesika, Yoga - Samkhya, Mimamsa, Advaita Vedanta, Upa Veda (Ayurveda, Artha Sastra), Applied Ancient Indian Wisdom. The faculty here will anchor the “Center for Advaita Vedanta Studies”
- School of Literature & Linguistics Studies focused on Sanskrit/Linguistics, Sahitya, Sanskrit – NLP. This school and the faculty will anchor the “Center for Anusaraka Research”

- School of Contemporary Knowledge Systems focused on Finance, OB/PM, Computer Science, English/ Communication, Applied Ancient Indian Wisdom
- School of Kalayoga focused on Classical Music, Dance and Indian Performing Arts

The Unique Modular Design of the Courses

- All the programmes include common Foundation Courses, Self-Immersion Courses, General Proficiency Enhancement Courses, Programme Specific Proficiency Enhancement Courses, Core Courses, Elective Courses and Minor Courses. These are briefly explained below:
- Foundation Courses: Enable students to develop a good understanding of Ancient Indian Knowledge Systems. The foundation courses help the students to get a deep understanding of the wisdom woven in the Ancient Indian Knowledge System and their relevance in the current age, leading to a wise living. The foundation courses cover:
 - Indian Knowledge System – 1
 - Indian Knowledge System – 2
 - Dharma – Perspectives from Ramayana
 - Purushartha – Perspectives from Mahabharata
 - Neeti Shastras – A Guide to Living
- Core/ Major Courses: Enable students to specialise in the core area chosen and develop expertise for gainful living. The core courses pertain to the discipline in which the student is enrolled.
- Elective Courses: Belong to the core discipline opted by a student and enables students to choose specializations within that field.
- Minor Courses: Navigate the students and let them explore and discover their true-life interests in an informed fashion, leading to true mind expansion.

In keeping with CVV's unique learning approach, the Schools also offer Minor courses, along with the other components of the curriculum. These are courses that the students choose based on their interest, outside of their core discipline. They include technical, applied and interdisciplinary courses in the following streams, wherein students can develop multi-dimensional skills.

These courses prepare the students for life. The minor streams are designed in such a fashion that it will navigate the students and let them explore and discover their true-life interests in an informed fashion, leading to true mind expansion. Minors are offered under the following streams:

Literature & Aesthetics

This stream will include courses pertaining to Sanskrit literature, literary history, poetics and aesthetics; as also topics that fall under linguistics, grammar and lexicography. The courses on offer:

- Indian Art Appreciation
- Media Adaptations of Sanskrit Literature
- The Principle of Dhvani
- Modern Linguistics for Sanskritists

Science & Society

This stream will cover topics from the premodern sciences - śāstras such as gaṇita and jyotiṣa, as well as other courses based on contemporary readings of literature or scripture. Courses on offer:

- Introduction to Jyotiṣa śāstra
- Introduction to Kerala School of Mathematics
- Indian Lexicography: Glimpses from Amarakośa
- Indian Perspectives on Health and Time

Philosophy & Psychology

Courses on psychology, consciousness and Yoga, as well as topics pertaining to Indian and Western schools of philosophy, fall within the remit of this stream. The courses on offer:

- Logic and Argumentation
- Media and Advertisement Psychology
- Self and Personality Development
- Fundamentals of Sāṅkhya and Yoga Philosophy
- Protection of cultural heritage
- Insights into Indic Culture- A seminar-based course

Ethics, Law & Governance

This stream covers courses related to government, administration, and jurisprudence, as well as related topics from the Indian tradition such as Nīti, Dharma and Artha. The courses on offer:

- Indian Political Thought
- Kautilya & Public Administration
- Indian Perspectives of Health and Time
- Indian Constitutional Law & History
- Governance – Basic Ideas and Conceptual Issues
- Theorizing Governance Śānti Parva

Management & Economic Systems

This stream covers topics related to management, commerce, business administration, and the economy. Courses primarily dealing with modern management theories and practice, as well as those that seek to apply traditional Indian ideas to present-day business contexts come under this stream. The courses on offer:

- HR Skills for Life & Work
- Management Insights from Panchatantra
- Personal finance
- Elements of Temple Administration

Students are required to take 6 minor courses from any of the streams above in any combination. However, if they choose four courses from the same minor, it will be announced in the transcript. Students are also encouraged to drop a minor and take a dissertation in lieu of it in the final year.

- Language/ Proficiency Enhancement: Equip students to face the competitive world as they step out of the portals of the university. These courses provide useful skills and proficiency in certain areas, thereby equipping the students to

face the competitive world as they step out of the portals of the University. The list of courses under this category is as follows:

- Languages (Sanskrit & English)
- Communication (Written, Presentation and Oral)
- Computing (Contemporary, Business)
- Critical Thinking
- Business, Government & Society
- Learning from Leaders
- Accounting Principles and Practice: Program Specific
- Accounting Software Package: Program Specific
- Critical Thinking
- Self-Immersion Courses: Introduce to the student the value of deep involvement, introspection and research. The self-immersion courses are Life Transforming and includes Yoga & Meditation and Seva. Yoga & meditation and Seva facilitate self-reflection and service, an essential life component required for a good living.

As the students graduate from the University, specific credit requirements will be met by taking a certain number of courses against each of the categories. While the courses in some categories such as Foundation and Proficiency enhancement are mandatory; in elective and minor category, students can make several choices based on their interest and requirement.

Programmes @ the University

UG Programmes

The UG programmes offered at the University consist of a spectrum on the one hand ranging from pure courses in traditional Indian knowledge systems, to a blend of the ancient knowledge with modern streams such as Business Administration and Commerce and courses in performing arts (Music, Percussion and Dance) on the other, thus truly reflecting the foundational premises of the University. The Performing Arts courses and some of the Sanskrit courses are offered in the Gurukula Mode. The other courses are offered in the Regular Mode.

The University offers Majors in 9 specializations (4 in the regular mode and 5 in Gurukula mode) and Minors in several streams making it inter-disciplinary in nature. Based on these, over 30 Major – Minor combinations will be in offer for the students. The students need to declare their Major at the end of the first year.

- Bachelor of Business Administration
- Bachelor of Commerce
- BA (Sanskrit)
- BA (Applied Psychology)

The programme structure at the undergraduate level is as follows:

Category	Semester					
	1	2	3	4	5	6
Core Courses	2	2	2	3	1	1
Elective Courses					2	2
Minor Courses		1	1	1	1	2
Foundation Courses	1	1	1	1	1	
Proficiency/ Life Transformation Courses	5	3	2	3	2	1

Academic Calendar for Undergraduate and Post Graduate Programmes

ACADEMIC CALENDAR (2019-2020)

Admissions	Start date	24-Dec-18
	Close date	15-Jul-19
First Semester	Start date	16-Jul-19
	Mid Semester Exam	04-Sep-19
	End Semester Exam	05-Dec-19
	Semester Break Start	15-Dec-19
Second Semester	Start date	01-Jan-20
	Mid Semester Exam	26-Feb-20
	End Semester Exam	06-May-20
	Semester Break Start	19-May-20

Important dates to note

The commencement date of the academic session is **16th July 2019**.

Bachelor of Business Administration (BBA)

The BBA programme equips the students with the key functional inputs and prepares the students either to take up their first corporate job or facilitates them for a higher degree in the chosen subject specialization. The curriculum offers three sub-streams for the students to further specialize; Marketing, HR and Finance.

The programme specific proficiency courses include Essentials of Management and Accounting, and, Accounting software package. These courses are common to BA and B. Com. Essentials of Management and Accounting helps to facilitate the smooth on boarding of students into the core courses. It includes an introduction to the essential management processes, functions and applications, and covers practice sessions on Accounting essentials, along with preparation of Financial statements.

The core courses pertain to the aspects of Business Administration that are essential for BBA graduates. The electives in Marketing/ Finance/ HR enable to specialize further on a core area of a choice. These courses cover the aspects of Marketing such as planning and implementing marketing strategies to aid in marketing decision making; the legal aspects that govern a business, an understanding of the accounting and financial systems, the operational aspects for enhancing the effectiveness of business organizations and the analytical and quantitative approach towards problem solving from the business angle in the modern world, by way of employing newer techniques and practices.

Core Courses	Elective Courses
<ul style="list-style-type: none">• Accounting for Managers• Quantitative Methods for Managers• Marketing Management• Operations Management• Managerial Economics• Legal aspects for Business• Introduction to Strategic Management• Managing people in Organizations• Managerial Finance• IT for Business	<ul style="list-style-type: none">• Rural Marketing• Digital Marketing• Services Marketing• Entrepreneurship Development• Principles and Practices of Banking• Introduction to Actuarial Science• Enterprise risk management• Regulatory Framework for Banking & Insurance

Bachelor of Commerce (B Com)

B Com is a first level degree that opens up multiple opportunities for the students as they graduate. Therefore, the course design seeks to impart valuable skill sets to the students in the areas of finance, accounting and taxation. A graduate of the programme will be able to set out with a vision to have a long career in any of the chosen areas of business and commerce. Further they will be better equipped to take up professional examinations and higher studies in their chosen area of interest.

The programme specific proficiency courses offered are same as those offered in BBA, as described in the section under BBA. The core courses pertain to those aspects which are indispensable for a commerce graduate. The areas covered include, in addition to Marketing, Legal Aspects for Business and Indian Financial Systems (as combined with BBA); Financial Accounting dealing with preparation of various financial statements, sole proprietorship, etc.; quantitative aspects to aid in better decision making;

microeconomics and macroeconomics to understand the market dynamics, latest practices in direct and indirect tax, financial and accounting principles involved in auditing and accounting for companies. The electives in professional accounting and taxation enables a student to explore the core areas on a detailed basis. The required courses and an indicated list of electives are listed below:

Core Courses	Elective Courses
<ul style="list-style-type: none"> • Financial Accounting • Fundamentals of Business Mathematics and Statistics • Marketing Management • Income -Tax – Law & Practice • Business Economics • Business Law and Due Diligence • Corporate Accounting • Managing people in Organizations • Principles of Financial Management • Cost Accounting 	<ul style="list-style-type: none"> • Auditing Principles & Practices • Advanced Financial Accounting • Financial Reporting • Management Accounting • Indirect Tax – GST • Income Tax Assessment • Income Tax Procedures and Management • Corporate Tax Planning

Bachelor of Arts (BA Sanskrit)

BA (Sanskrit) programme is designed to develop a first level yet a comprehensive understanding of the Sanskrit Language and the grammatical aspects pertaining to the language and also the important philosophical schools of thought in India.

The programme is designed to give a detailed introduction to various disciplines of Sanskrit and places special emphasis on three streams viz. Vyākaraṇa, Vedānta and Sāhitya. Apart from Sanskrit, the students will be able to secure knowledge of other streams such as Linguistics, Finance, Management, Governance, Psychology and Leadership by opting for the Minor courses offered in these areas.

This programme also equips students to pursue higher studies in Sanskrit or any discipline in the humanities. The different courses offered under this programme are as listed below:

Core Courses	Elective Courses
<ul style="list-style-type: none"> • Kāvyaṃ alaṅkāraśca • Vedāntaśāstram – 1,2 • Vyākaraṇaśāstram – 1,2 • Nāṭakaṃ chandaśca • Darśanam – 1,2 • Sāhityaśāstram – 1,2 • Vaidika sāhityaṃ bhāṣāśāstram ca 	<ul style="list-style-type: none"> • Kāvyaṃ prakāśa – I • Sāhityadarpaṇam – Rasa and Dhvani • Alaṅkāra – Kuvalayānanda + Candrāloka • Nāṭaka-Lakṣya-lakṣaṇam – Veṇisamhāram + Nāṭyaśāstram • Metaphysics of Vedanta • Epistemology in Vedanta

Core Courses	Elective Courses
	<ul style="list-style-type: none"> • Gītā-bhāṣyam – Selected chapters • Pañcadaśī • Saṃjñāparibhāṣāpañcasandhiprakaraṇāni – Siddhāntakaumudī • Kāraṅprakaraṇam – Siddhāntakaumudī • Tīkṛtprakriyā – Pauṣpī • Kṛttaddhitalakārārthaparicayaḥ – Siddhāntakaumudī • Paspasāhanikam – Mahābhāṣyam • Paribhāṣāvijñānam – Paribhāṣenduśekharaḥ

Bachelor of Arts (BA- Applied Psychology)

BA Applied Psychology provides a platform to understand the use of psychological principles and theories to overcome problems in areas such as mental health, business management, education and others. With a blend of Indian Knowledge Systems with the contemporary psychology curriculum, the programme aims at developing a deeper understanding of the growing discipline of psychology with an Indian perspective and promoting professional skill-based education.

The programme equips the students with the basic psychological processes of behaviour and their applications, understand the biological basis of behaviour, understand the various domains of human development, individual differences, social behavioural process, their application in organizations, understand the role of clinical psychology and apply in various situations. The courses, in addition to the foundation, proficiency, minor and life transformation courses; offered under this programme are:

Core Courses	Elective Courses
<ul style="list-style-type: none"> • Introduction to Applied Psychology • Biopsychology • Lifespan and Developmental Psychology • Applied Psychological Processes • Applied Social Psychology • Applied Research Methods in Psychology • Clinical Psychology & Mental Health Problems • Organizational Behaviour • Community Psychology • Counselling Psychology 	<ul style="list-style-type: none"> • Positive Psychology • Psychology for Health and Well being • Psycho-diagnostics • Stress Management • Applications of Psychology in Industries and Organizations • Applications of Psychology in social issues

Integrated Masters Programmes

5 Year Integrated Masters in Sanskrit – Vyākaraṇa

The '5 Year Integrated Masters' in Vyakarana is aimed at training students thoroughly in Vyakarana Shastra. There are different traditions in India emphasizing different aspects of Vyākaraṇa Śāstra. This program is designed in such a way that the students have the benefit of the qualities of all the traditions. Here the study starts with memorizing Aṣṭādhyāyī consisting of 4000 sūtras, and continues with the important granthas at primary level and then advanced level such as siddhāntakaumudī, kāśikāvṛtti, mahābhāṣya etc.

There are a variety of courses designed to build language and communication skills, computer skills and other skills helping the student to become employable. Students, at the end of the course, will be able to continue the tradition by teaching, going for higher studies or engaging in high quality research in their respective areas.

The courses offered under this programme are:

Sanskrit	Modern
<ul style="list-style-type: none">• Sanskrit Literature – 1,2,3• Aṣṭādhyāyīdhāraṇa – 1,2• Sanskrit Grammar• Indic Knowledge System – 1,2• Siddhānta-kaumudī – 1,2,3,4• Tarkasaṃgraha-dīpikā – 1,2• Tīnānta-prakriyā• Introduction to Seva• Prauḍha-manoramā – 1,2,3• Kāśikā• Yoga and Meditation• Paribhāṣendu-śekharaḥ – 1,2,3• Svāra-prakriyā• Laghuśabdendu-śekharaḥ – 1,2,3• Vākyapadiyam• Mahābhāṣyam – 1,2,3,4,5• Bhāṭṭa-rahasyam• Vaiyākaraṇa-bhūṣaṇa-sāraḥ• Vyutpattivādaḥ• Vaiyākaraṇa-siddhānta-laghu-mañjūṣā	<ul style="list-style-type: none">• English• Business Communication• Computing Lab• Computing for Business and Society• Communication Lab – 1,2• Business, Government and Society

5 Year Integrated Masters in Sanskrit – Advaita Vedānta

The '5 Year Integrated Master in Sanskrit – Advaita Vedānta' programme is designed for students desirous of studying Advaita Vedānta in traditional way. This school of Indian philosophy is based on three texts – the Upaniṣads, the Brahmasūtras and the Bhagavad-gītā. These are also called 'Prasthānatrayī'.

The commentaries of Śrī Adi Śaṅkarācārya on 'Prasthānatrayī' are a composite treatise for the study of Advaita, and therefore the curriculum covers all commentaries of Śrī Adi Śaṅkarācārya. To understand the concepts of Advaita-vedānta one should also be familiar

with the concepts of other philosophies such as Nyāya and Sāṃkhya. Hence, the Integrated Master programme for Advaita Vedānta will also include important concepts of these schools.

This programme has been designed to include the best and important aspects of most prominent traditions of Indian philosophy and includes:

Sanskrit	Modern
<ul style="list-style-type: none"> • Sanskrit Literature – 1,2,3 • Vedānta sāraḥ • Sanskrit Grammar • Tarka-saṃgraha-dīpikā – 1,2 • IKS – 1,2 • Gītā-bhāṣyam • Vedānta-paribhāṣā - 1,2 • Mīmāṃsā-nyāya-prakāśaḥ - 1,2 • Pañcadaśī • Introduction to Seva • Īśa-kena-upaniṣad-bhāṣyam • Kaṭhopeniṣad-bhāṣyam • Siddhānta-leśa-saṃgrahaḥ – 1,2,3 • Yoga and Meditation • Praśna-muṇḍa-māṇḍūkya-bhāṣyam • Taittirīya-upaniṣad-bhāṣyam • Aitareya-chāndogya-bhāṣyam • Brahma-sūtra-bhāṣyam – 1,2,3,4,5 • Bṛhadāraṇyaka-bhāṣyam • Advaita-siddhiḥ – 1,2 • Bhāmatī – 1,2 	<ul style="list-style-type: none"> • English • Business Communication • Computing Lab • Computing for Business and Society • Communication Lab – 1,2 • Business, Government and Society

For our post graduate and diploma programmes, please visit www.cvv.ac.in.

Admissions Policies and Procedures

Admissions to the programmes are sought through filling an online application in our website: www.cvv.ac.in. An application fee of Rs. 500 (20 USD for foreign students) shall be payable at the time of submitting the application form online.

Selection Process

CVV will evaluate the candidature of every applicant based on the relevant selection criteria after receipt of a completed application form along with the required documents within the application deadlines. More stages of selection may be applicable as per CVV's discretion. These may include written test or interviews (over phone or face-to-face or both). The admission results will be announced as per the admission schedule. If you are selected, you will receive a copy of your offer letter by email.

Acceptance of the Offer

Selected candidates need to accept their admissions offer within the validity period. The additional requisite documentation/information to be submitted with the acceptance will be detailed in the offer letter.

To confirm acceptance, the candidate will need to:

- Submit the letter of acceptance either by email or by post.
- Pay the 'caution deposit' as mentioned in the offer letter.

Joining Details

CVV will communicate all the necessary information such as date of joining, reporting time, academic calendar, housing details, documents to be submitted during enrolment, items to bring to campus, and induction schedule before the commencement of the academic program. Please check your registered email regularly.

Admission Policy

Our admissions decisions are based on the following policies:

- The admissions process is entirely merit-based after compliance with regulations pertaining to reservations, as prescribed by the UGC.
- No other formal or informal recommendations from or through any individuals or entities will be entertained or considered.
- CVV does not have a deferral policy. The admission offer is only valid for the programme starting in July 2019.
- CVV does not accept credit transfer from other universities. Mid-year applicants from other universities will have to start as a first-year student.
- CVV's admission panel will conduct additional tests/personal interviews as required.

Only candidates meeting the above criteria will be considered for selection.

Withdrawal of Admission and Fee Refund

In the event of a student withdrawing from a programme, the fees paid including caution deposit will be refunded to the student in accordance with the UGC regulations, as detailed below.

Refund Details on Withdrawal of Admission as per UGC Guidelines

- If a student withdraws her / his admission by July 15, 2019, the student will receive a refund of 90% of the first semester fee (10% of semester fees deducted towards processing fee) and the Caution Deposit of INR 10,000.
- If a student withdraws her / his admission from July 16 to July 30, 2019, the student will receive a refund of 80% of the first semester fee and the Caution Deposit of INR 10,000.
- If a student withdraws his/her admission from July 31 to August 15, 2019, the student will receive a refund of 50% of the first semester fee and the Caution Deposit of INR 10,000.
- If a student withdraws his/her admission after August 15, 2019, there will be no refund of the fees remitted. However, the Caution Deposit of INR 10,000 will be refunded.
- In cases where the student has not paid the first semester fees, an admission processing charge of 10%/ 20%/ 50% of the programme semester fees is chargeable on withdrawal from the course based on the time of withdrawal.

Please note:

- The refund amount may be different for students who have been granted financial aid depending on the amount of aid received.
- All refunds will happen within 2 to 4 weeks from the date of request for withdrawal of admission.
- The refund of fees is based on University Grants Commission Notification on "Remittance and Refund of Fees and other Student Centric Issues", which was approved by commission in its 519th meeting held on November 15, 2016.

Candidates desirous of withdrawing from a programme after having accepted the offer and paid the caution deposit and the programme fee shall apply for refund in the following manner:

- Complete the Refund Request Form to withdraw their admission.
- Request for refund of fees within the dates specified in the refund policy.

Note: If a student withdraws his/her admission after the specified date, (August 15, 2019), there will be no refund of the program fees remitted. However, the Caution Deposit will be refunded.

Misrepresentation of Information

CVV will verify all original certificates or mark sheets supporting the application at the time of enrolment. It will not tolerate any instance of falsification of information submitted by candidates. The admission shall immediately stand cancelled and fees forfeited, in case it is discovered that any of the information submitted was false.

Privacy Policy

All information submitted by the applicants is kept confidential, except as desired and allowed by the law.

Scholarship Policy

Admission to CVV is merit-based, however, financial aid is need-based. An applicant's need for financial aid will not affect their selection to the program. The applications of students seeking financial aid will be screened by the CVV management and financial aid, in the form of scholarship, will be awarded. The extent of scholarship provided to these students will be as permissible from the endowments created by CVV. Please note that all approvals to scholarship is at the absolute discretion of the CVV management. The scholarship will be governed by the Scholarship Policy, as detailed below:

The management of Chinmaya Vishwavidyapeeth (CVV) believe that 'means' should not come in the way of meritorious students desirous of pursuing higher education at CVV. Hence, CVV encourages deserving students to apply for 'Merit-Cum-Means' Scholarship.

In order to avail the same, the CVV Scholarship Application Form shall be filled and submitted along with the supporting documents as mentioned below.

The award of Scholarship will be governed by the following regulations:

- All Indian students admitted to any of the CVV programs are eligible to apply for scholarship, provided they have accepted the admission by paying the non-interest bearing refundable 'Caution Deposit' of Rs.10,000 (Rupees Ten Thousand only). The Caution Deposit may be refunded if the student withdraws admission.
- The scholarship is by means of full or partial waiver of tuition fee, based on merit and means, evaluated by the Scholarship Committee on a case to case basis; awarded on a 'first come first serve' basis.
- Applicants, who have been selected for any Scholarship, will be sent a Scholarship Award Letter (SAL) and an Acceptance Note to be completed and returned to CVV before the specified date, along with the supporting documents, as mentioned below.
 - Parents/guardians who are either self-employed or have agricultural income, are required to submit an income declaration stating definite income from all sources by way of an affidavit on non-judicial stamp paper.
 - Employed parents/guardians are required to submit self-attested photocopies of salary slip (latest 3 months mandatory) and the income tax returns (ITR), if any, for the last three years.

Note: THE AFFIDAVIT shall be attached in ORIGINAL ONLY (Notarized by a Notary Public).

- Acceptance of the scholarship shall be communicated to CVV on or before the last date mentioned in the Scholarship Award Letter (SAL). Any delay in this communication will result in cancellation of the scholarship awarded to the student.
- Scholarship amount will be released / Fee waivers will be invoked only on an annual basis. The continuation of scholarship for the subsequent years is dependent on the satisfactory academic performance and good conduct of the awardee; reviewed at the end of each year.

- If a student is found to have obtained a scholarship by producing false supporting documents or declarations; his/ her scholarship will be cancelled forthwith. He/ She will be required to return to CVV, the entire Scholarship amount received by him/her.
- The management reserves the right to cancel the scholarship awarded if the student is found to be guilty of any kind of misconduct/ violation of any rules and regulations of CVV.
- These guidelines are subject to modification or change, from time to time, at the discretion of CVV Management.
- The decision of the scholarship committee is final on all matters. No further queries will be entertained.

NB: If a student is eligible for any scholarship from Government and/ or other sources, it may be informed to us in advance. CVV shall provide the necessary documentation and facilitate the student to apply for the same. In such cases, the scholarship, if availed from CVV, shall be reduced to the extent of the scholarship received from Government and/ or other sources.

Reservations

Reservation of seats is as per the extant UGC Regulations.

ACADEMIC REGULATIONS

Attendance Policy for Students

Chinmaya Vishwavidyapeeth offers various academic programs both at the Undergraduate and Post-graduate levels. The courses offered at the University demand continuous attention and require individual and group-based learning. Normally several concepts and ideas are discussed in the classroom and are followed by assignments and student submissions pertaining to the classroom discussion. Moreover, the evaluation methodology consists of multiple components and is continuous. Therefore, absence from the classes has greater propensity to affect not only the learning of the students but also the student performance in various components of evaluation. This note articulates the attendance requirements at the University and the consequences of prolonged absence from the classes.

Student Absence

When students are not physically present in the classes it is termed as “absence”. There are certain occasions when students are permitted to take leave (and be away from the campus). These include:

- Genuine medical grounds on account of illness - In all such cases, the approval of absence is subjected to prior intimation and satisfactory production of certificate and/or documents from registered medical practitioners later.
- University approved off-campus activities (such as participating in conferences, cultural and sports activities representing the University) - In all these cases, prior approval of the competent authorities in the University is required.
- Personal emergencies and contingencies of unavoidable nature - All such situations require prior intimation to the competent authorities stating valid reasons in writing before leaving the campus and are subjected to subsequent approval of the same.

In all the above cases, a student’s absence is treated as “leave”. Such absences are not counted while determining the percentage of absence of a student at the end of the semester.

Grading Penalties for Student Absence

At the end of every semester, for each course the percentage of absence is computed for each student. Based on this adjustment will be made to the grade point obtained by the student in the manner described in the table below:

Attendance (%)	Grade Point (Before Adjustment)	Grade Point (After Adjustment)*
Above 90%	X	No change
80.01 – 90%	X	X – 1
75.01 – 80%	X	X – 2
Below 75%**	X	0

* Since the grade point comes down, the letter grade will also be automatically adjusted to the corresponding one. If the grade point so obtained after adjustment falls below 4, then the corresponding letter grade will be "I", incomplete. In all such cases the student will be required to take additional evaluation components as specified by the teaching faculty to convert the grade from "I" to "P" and a final grade point of 4 will be awarded after satisfactory completion of this. If the evaluation did not yield satisfactory result the final grade letter will be "F" and the grade point zero respectively.

** If the percentage attendance falls below 75%, the grade point will be reset to zero and the grade letter to "I", incomplete. In all such cases, the merits of the case will be examined and if found desirable the student will be required to take additional evaluation components as specified by the teaching faculty to convert the grade from "I" to "P" after evaluation of additional components. A final grade point of 4 will be awarded after satisfactory completion of this. If the evaluation did not yield satisfactory result the final grade letter will be "F" and the grade point zero respectively.

In both the above cases, the teaching faculty will intimate to the Controller of Examinations the details of additional evaluation components specified for converting the grade from "I" to "P" and also intimate the results of the evaluation along with recommendations for grade revision. Based on this the Controller of Examination will do the needful action.

Assessments @ CVV

A clear, well- planned calendar is followed at CVV to schedule the multiple components of evaluation. CVV follows the grading policy as specified by UGC in the CBCS scheme in order to maintain uniformity across institutions. This is based on a 10-point grading system, with letter grading in consistent with UGC norms. The student's final performance is indicated by a single composite measure, CGPA, Cumulative Grade Point Average. The evaluation of each course in the program is designed as per the course outcome and shall be based on a Continuous Evaluation Pattern with minimum of three evaluation components. Some of the commonly used evaluation components are Individual Assignment, group project, Viva Voce/Oral Examination, Term Paper/Report (final submission at the end of the semester), Tutorials, Worksheets & End semester Examination.

The University has established a student evaluation framework based on the following principles:

- Evaluation must be based on multiple components
- Evaluation must be continuous, enabling the students to know the progress on an ongoing basis
- There must be timely feedback of performance so that any mid-course corrections are possible
- Evaluation must encourage student involvement in the learning process both in individually and in groups

The university policy mandates that there should be at least 3 internal evaluation components for each course. Final results are normally announced within 10 working days of the last examination. The performance of a student will be represented generally

by the indices, Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA).

SGPA = Sum of (course credit × grade point obtained in that courses) / (sum of credits of all courses in that semester)

CGPA = Sum of (SGPA of each semester × total credits in that semester) / Sum of (credits throughout the programme)

Programme specific details of evaluation pattern can be found in the curriculum document of the particular programme.

Chinmaya Vishwavidyapeeth Library

CVV libraries such as CIF Shodha Sansthan Library and Ubhayabharati serves as a major cultural information/ knowledge resource hub to support research in the field of Management, Sanskrit and Indology.

Important Reference collections both Ubhayabharati: Sanskrit Literature, Bhagavad Gita, Ayurveda, Culture, Psychology, Research Methodology, Vedanta, Advaita, Hinduism, Indian Philosophy, Management, Ramayana, Sanskrit Vyakarana, Sanskrit Poetics, Encyclopedia, Linguistics, Indian History, Economics, Social Science, Biography. Total Number of books in the library is around 4000. All the books are classified with DDC and entered in to the KOHA software with fully barcoded collection and web enabled On-line OPAC.

CIF Library: The library holds an extensive, unique and rare collection of over 22000 knowledge resources, reflecting the multi-dimensional and interdisciplinary nature of the Sanskrit and Sanskrit literature, Veda and Vedangas, Indian Philosophies, Vyakarana, Kosa, Ayurveda, Sangita, Dharmashastra, Mathematics, Rituals, Encyclopedias, and bibliographies; biographies and autobiographies; monographs, and atlases, Jaina, Bauddha, Ramayana, Mahabharata, and Hindi, Malayalam and English literature, etc. All the books classified with DDC and entered in to the KOHA software.

Location of the library buildings: There are two libraries functioning under CVV – Ubhayabharathi and CIF library. Ubhayabharathi is located at the first block of the 'Sankaram' and the CIF library is located near CIF 'Annakshethra'.

Services Provided: Reference service, On-line Journal Service (Manupatra, JStore, Sage, EPW, Indiatat, Delnet,NDL), Curriculum support, Research Reference, Information Alerts, Reprographic Services, User Instruction Orientation, Web Information Services and Learning Support CDs.

Library Timings: - Ubhayabharathi is open from 8am to 9 pm except on holidays. Borrowing time 9 am to 5.30pm. (On Sundays it will be open from 9am to 4pm. Borrowing time on Sunday will be till 2 pm).

Regulations: Loan period- Normally the student can take 4 books/ back volumes of journals/ magazines at a time for 14days without fine. Beyond this, it can be renewed for 14days before the loan period. The libraries also have reservation facilities students.

CIF library: Student can collect membership form from the Library and they can fill up the form with the signature of recommending faculty. They can borrow the books. Each student can borrow 4 books at a time.

Tutorial System at Chinmaya Vishwavidyapeeth

The tutorial system at Chinmaya Vishwavidyapeeth is a rare addition to the university apparatus in Indian universities. It is the way in which each student's academic, social, psychological, and spiritual welfare is cared for at an individual level. The heart of this system is the Mitra (also known as a Tutor), a faculty advisor from a different department assigned to each student at the start of their university career, responsible for the personal welfare of the student (at the social, psychological, and spiritual levels), and the Guru (also known as the Director of Studies), who is responsible for the academic welfare of the student.

In this system, students are given individual attention academically through tutorial sessions for their foundation and core classes. Tutorial sessions are held for a maximum of 2 students at a time by a Yantā (also known as a Supervisor) specifically chosen by the Guru, and are student-directed, to make sure that the student is proficient in the subject and can express himself or herself confidently about that subject. These sessions are designed to give the student individual academic attention from faculty members.

“Through the Tutorial System at Chinmaya Vishwavidyapeeth, care is taken to holistically develop the student into the confident and contributing member of society that he or she will

Students are assigned a mitra on the first week of University. The mitra provides personal attention to the student and acts as the first port of call when the student wishes to discuss social or psychological difficulties that the experience of being at University sometimes precipitates. The mitra remains with the student until the final day of university. This system is designed to be a safety net for students, lest they should fall through the cracks of the large overarching university structure. This way, individual attention is given to each student's personal needs by the mitra. Through the Tutorial System at Chinmaya Vishwavidyapeeth, care is taken to holistically develop the student into the confident and contributing member of society that he or she will become.

Direction is given to the student throughout the university process, at both the academic and personal levels. This is how we will help create the future generation of global leaders. Look out for detailed sessions that give more details and perspective on the Tutorial System at the University and to discover who your mitra, Guru and Director of Studies are.

General discipline rules

Discipline

All the students are required to strictly adhere to the class timings as prescribed in their respective time table.

Willful misuse or damage to University property or facilities will lead to disciplinary action/ termination of registration of a student/ attract charges to cover up the damage, as the case may be. Breach of discipline can range from non-compliance to the rules and regulations to breaking the code of conduct.

Security

- The personal property, including money and other valuable items like electronic gadgets, gold, etc., is the responsibility of the student and the institution will not bear responsibility for items lost or stolen. Items lost or found should be reported to the hostel authorities or facilities manager within 2 hours of detecting the loss.
- Students should carry their ID cards while leaving the campus and should leave their phone number with the security at the gate along with information of their destination and expected time of return. Students are requested to view this measure not as an intrusion but as a security precaution.
- When a guest comes to meet a student, the student should confirm the same at the University main gate. This may, at times, require the students to escort his/her guest from the University gate. Only parents and authorised guardians will be allowed to visit the students.
- Students are not allowed to invite guests after 6.00 pm.
- Students are required to cooperate with the University's security staff.
- Any violation of the hostel rules that are in force will be viewed seriously. Minor violations will be managed by the Warden / Assistant Warden with the assistance of the Hostel Administration. The student concerned has to pay penalties and/or fines as appropriate. Major violations will be dealt with by the University administration. The punishment in case of major violations may include, but not be limited to, expulsion and/or legal proceedings.

Internet Policy

The Internet policy of CVV is governed by the policies framed by the IT department which are subject to change from time to time.

Enforcement and Sanctions

Access to wireless internet is only an extended service. Availability of wireless services solely depends on the discretion of the Institution and it has the right to stop/interrupt the services at any given point of time, if required for any technical purpose. The Institution reserves the right to disable one's wireless network access for any of the following reasons if found:

- Allowing other individuals (e.g. friends, co-workers, multiple devices etc.) to use one's account.
- Attempt to tamper/hacking the servers/network or overloading IT resources and assets by excessive bandwidth usage or using misconfigured devices or knowingly using a false identity.
- Download/Use/Store or transmit illegal copies of copyright materials or patented software/movies/songs etc. is violation of the regulatory laws that involve protection

of data or privacy. Violation of this policy and guidelines is a serious offense and the Institution holds the right to permanently seize the laptop/devices and/ or initiate strong disciplinary action, including termination from the Institution. if need arises based on the severity of non-compliance.

Misuse of Social Media & Violation of Indian Cyber Laws

Students are cautioned & warned to refrain from the following activities while using any social media (Facebook, WhatsApp, Twitter, Instagram, Snapchat, Viber Messenger etc.) or while sending any e-mail or SMS.

- Posting any form of anti-national, antisocial or terrorist/ communal/ racial/ related, threatening messages, etc.
- Sending messages/posts by creating fake IDs & usernames.
- Morphing of pictures/photos, forwarding vulgar messages, indulging in pornographic postings & so on.
- Hacking of other person's electronic accounts.
- Stealing & misuse of personal data of others.
- Impersonation through e-mail/SMS/social media ie., speaking like father/mother/brother etc. of someone else.
- Taking photographs of others without their knowledge & posting it on social media.
- Creating 'Groups' and the 'Group Admin' not having any control over the happenings in that group.
- Indulging in 'skimming' of data from credit / debit cards, committing fraud etc.
- Getting involved in prohibited activities such as 'online betting' gambling etc.
- Indulging in any other Cyber related activity prohibited by Law.

Campus Rules

- Wear ID Card while you enter, stay, and exit the campus.
- Never stay back in the campus or enter the college premises after 5.30 p.m. (Day scholars). Special permission must be obtained from the Registrar/Dean (Administration) through the Head of the Department for any such stay.
- Use of Mobile phone is banned during college hours from 8.30 a.m. to 4.00.p.m. except for authorized staff. If students are found using, the phone will be confiscated.
- Adhere to the dress codes.
- All are recommended to wear modest and comfortable Indian clothing; No shorts / tight / sleeveless/ revealing clothes.
- In addition, we recommend at least one Sweater / Shawl / Jacket to keep you warm during rains and at least two pairs of clothes which are comfortable for exercise/yoga.
- You may require one or two sets of Indian traditional clothes for special occasions.
 - Boys: Formal shirt & trousers, T-shirts with collars are permitted.

- Round/V-neck T-shirts, captions/writings on T-shirts, Torn Jeans Low waist jeans/ Cut Jeans/ Faded Jeans/ Shorts/ Sleeveless garments are not permitted.
 - Girls: Formal dress/churidar with dupattas are permitted. Sleeveless tops, Torn Jeans are not permitted.
- Wearing shoes on all days is mandatory for students. However, girl students are permitted to wear cut shoes (front closed). No student is permitted inside the campus with chappals.
- Use of helmet is mandatory to travel in two wheelers.
- Never ride more than two persons. Fine will be levied on violation.
- Wear seatbelts in front seats while driving four wheelers.
- Do not exceed 10km/hour speed limit. Rash driving is prohibited. If found, vehicles will be seized.
- Use of horn is prohibited inside the campus.
- Own a valid Driving License/Pass.
- Paste Stickers provided by the Institution on the vehicles belonging to the staff and students of Institution in order to distinguish them from the vehicles belonging to outsiders.
- Restrict pasting posters or writing on walls and roads.
- Avoid indiscipline acts such as indulging in strikes, agitation, group clashes, assaults, use of vulgar language, abusing, causing damage to Institution property/ misbehaviour with Faculty, security guards, vigilance staff and others.
- Do not indulge in Communal and religious activities.
- Possession & consumption of drugs and alcohol is strictly prohibited
- Smoking is strictly prohibited.

Annaksetra Facilities

Annaksetra Timings

Breakfast:	7.30 am - 9.00 am
Lunch:	12.30 pm - 1.30 pm
Dinner:	7.00 pm - 9.00 pm

- Students are required to strictly adhere to the Annaksetra timings.
- Use of mobile phones inside the mess hall is prohibited.
- Residents are not allowed to take utensils, items of crockery and cutlery from the Annaksetra to their rooms. Violators will be fined apart from having to pay for the cost of material. They are also advised to buy the items they may need for their personal use.

Day Scholars are allowed to use the Annaksetra facility as per the charges levied by the caterers.

The indicative prices (Subject to change):

- 1) Breakfast: Rs. 40
- 2) Lunch: Rs 55
- 3) Dinner: Rs 65

When family or friends arrive with prior permission, they may join the student in the Annakṣetra on payment of Rs. 60 per meal per person.

Do's and Don't's

- **DO** follow the mess rules.
- **DO** look after all CVV property.
- **DO NOT** indulge in activities which will bring inconvenience to others as the campus is part of a place of great spiritual and cultural importance.
- **DO NOT** consume or store tobacco, liquor, cigarettes or any illegal drugs in the hostel. Any violation of this policy will subject students to suspension / expulsion.
- **DO NOT** use of mobile phones outside the hostel premises. Mobile phones are allowed only inside the hostel premises.
- **DO NOT** litter.
- **DO NOT** keep weapons, ammunition and/or explosives; retention of which is illegal and unlawful, in the hostel. Storing petrol, kerosene oil or any inflammable material in the room is also forbidden.
- **DO NOT** use any electrical appliances like electric kettle, hot plate, iron box, heating rod, etc. inside the hostel.
- **DO NOT** enter into altercations with institute staff. Complaints against them, if any, may be brought to student affairs coordinators (contacts at the end of the document).

Anti-Ragging

Hon'ble Supreme Court of India, in SLP 24295/2006 dated 16.5.2007 and Civil Appeal No. 887 of 2009 dated 8.5.2009, has defined ragging as "Any disorderly conduct whether by words, spoken or written, or by an act which has the effect of teasing, treating or handling with rudeness, any student; indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear of apprehension thereof, in a fresher or a junior student, or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student"

In exercise of the powers conferred by Clause (g) of sub-section (1) of section (26) of UGC Act 1956, the University Grants Commission has published the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" in July 2009. The objective of the regulations is to prohibit any conduct by any student or students, ragging in any of the forms as described above; and thereby to eliminate ragging in all its forms.

The UGC vide D.O. letter No.F.1-15/2009 (ARC) pt.-III dated August, 8, 2016 has expanded the definition of ragging in the following manner: " 3 (j) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student(fresher or otherwise on the ground of color, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background"

Ragging is a criminal offence and lowers the standards of education. The 'anti-ragging policy' adopted by Chinmaya Vishwavidyapeeth takes care of preventive, procedural and punitive aspects of ragging based on the guidelines provided by University Grants Commission.

Anti-Ragging Policy

This policy encourages positive interaction among the students, while discouraging and preventing any negative acts on the part of one student(s) towards another student(s). The 'anti-ragging policy' adopted by the University is aimed at:

- (a) Creation, development and nurturing of a conducive social and academic environment within the students.
- (b) Generating and maintaining a high level of confidence among the students and their parents/guardians that the students to the University are provided support in the campus.
- (c) Keeping in place an integrated system to discourage and prevent any negative acts like 'ragging' in the campus.
- (d) Adopting deterrent measures for any violation of the "Anti-Ragging Policy" by way of disciplinary measures.

Definitions

For the purpose of this policy the following are defined as under: -

University' means the Chinmaya Vishwavidyapeeth, including all off-campus.

'Student' includes any person who is enrolled for any course, whether undergraduate or post graduate programme with the University. This also includes research associates/scholars or visitors.

'Hostel' includes the place/(s) where students are accommodated through the arrangement by the University

'Ragging' constitutes one or more of any of the following acts:

- (a) A conduct by any student or a group of students whether by words spoken or written or by an act which has the effect of teasing, treating or handling any other student(s) with rudeness;
- (b) Indulging in rowdy or undisciplined activities by a student or group of students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any other student(s);
- (c) Asking a student(s) to do any act which the student(s) will not carry out in the ordinary course and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such student(s);
- (d) Any act by a student(s) that prevents, disrupts or disturbs the regular academic activity of any other student(s);
- (e) Exploiting the services of any student(s) for completing the academic tasks assigned to an individual or a group of students.
- (f) Any act of financial extortion or forceful expenditure burden put on a student(s) by any other student or a group of students;
- (g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- (h) Any act or abuse by spoken words, emails, posts, social networking posts, e-posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to a student(s);
- (i) Any act that affects the mental health and self-confidence of a student(s) with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by any student or a group of students over any other student(s).
- (j) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise, on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Preventive Measures Adopted

- (a) **Address by the Competent Authorities of the University:** The Campus Director, Dean and other concerned official(s) shall assure the students and parents about full protection and support against any attempts of ragging by other student(s) while briefly introducing the '*Anti Ragging Policy*' of the University.

- (b) **New batch inaugurals:** The Campus Director and faculty members, during new batch inaugurals may provide to the students, the guidelines on expected behavioural norms wherein a mention to the Anti ragging policy may be made.
- (c) **Welcome Party for New Entrants:** Senior students shall be encouraged to organize a “*Welcome Party*” for new entrants. For the said purpose an organizing committee may be constituted comprising of selected senior students of which, a senior faculty member will be the Ex-Officio-Chairman cum Patron. The Chairperson - Student Affairs and faculty members, to the extent possible, shall participate in such a party.
- (d) **Social, Cultural, Sports Activities:** The membership of all student clubs and committees will be coordinated on the lines of anti-ragging policy. The induction process to all students’ clubs and committees will be organized in line with the anti – ragging policy.
- (e) **Watch and Ward arrangements:** The University has identified vulnerable locations as, but not limited to the following:
- (i) Hostel blocks
 - (ii) Vacant class rooms
 - (iii) Corridors of the buildings
 - (iv) Library
 - (v) Auditorium
 - (vi) Annakshetra (1 & 2)
 - (vii) Playground
 - (viii) Student activity centres,
 - (ix) Favourite joints of students in the vicinity of the campus/es.

All concerned shall keep a constant vigil and watch at such locations including monitoring of the atmosphere and the environment at Annakshetra/s, Hostels, where students are accommodated. These areas shall be carefully guarded if required by posting security personnel.

Monitoring Aspects of Ragging

Anti - Ragging Committee at the University Level

An Anti – Ragging Committee (ARC) shall be constituted at University level to monitor the various aspects related to menace of ragging, in order to carry out the compliance of this policy across the whole University along with the manner in which the same are dealt with.

Anti-Ragging Squad

Anti-Ragging squad shall be constituted to monitor the campus with respect to ragging on a daily basis. The anti-ragging squad shall be responsible for conducting planned and surprise checks to ensure that the campus is ragging-free. The anti-ragging squad consists of all the faculty and selected non faculty members, who will monitor the campus on a rotational basis.

Anti-Ragging Surveys

Anonymous random surveys, across first year students may be carried out every fortnight, during first three months, at all the constituents of the University, to verify and check, whether the campus is free from 'ragging'.

Procedural and disciplinary aspects of "Ragging"

Ragging Reporting Procedure

- (a) If any individual believes that he or she has been subjected to 'ragging' or has knowledge of any such incident, such person shall have option to file a complaint with the **Chairperson ARC**. This may be done in writing or orally.
- (b) FIP or member/s of the **ARC** will also be available to discuss any concerns exhibited by any student or a group of students, about ragging.
- (c) All formal/Informal complaints of "ragging" may be made directly to **Chairperson ARC or any ARC member or any other faculty member** as stated above.

ARC as Enquiry Committee

ARC will investigate all reported cases of ragging, in such a way, so as to maintain confidentiality to the extent practicable under the circumstances. The investigations shall start maximum within three (03) days of reporting the incident and reports finalized by the ARC pinpointing the involvement of the accused along with recommendations relating to the punishment will be submitted to the competent authority maximum within a period of four (04) weeks. In exceptional circumstances, the Chairperson ARC may grant extension to the time limit under information to the complainant and the accused.

Process of Enquiry

The process of enquiry shall ensure that principles of natural justice are adhered to. Details of the process would be identical as in the case of 'Sexual Harassment Policy' adopted by the University. If the ragging also includes an element of sexual harassment then in that case both committees i.e. ARC and Sexual Harassment Committee will look into the matter independently of each other.

Punishment / Penalties for 'ragging'

Based on the report of enquiry submitted by the ARC, the Chairperson ARC shall recommend to the competent authority any of the punishment/(s), not limited to those listed below, which she/he may consider to be appropriate.

- (a) Fine with public apology
- (b) Withholding scholarships or other benefits
- (c) Debarring from representation in events.
- (d) Debarring from examination/s.
- (e) Withholding results.
- (f) Suspension from the University or class for a limited period.

- (g) Cancellation of admission.
- (h) Expulsion from University.
- (i) Prosecuting for criminal offence.

Appeal

Appeal with regards to any action taken against the accused at any level and / or against the punishment awarded under this policy, shall lie with the Registrar of the University, which shall be filed within a period of two weeks from such an action or award of punishment.

Saving and Repeal clause

Registrar will possess the sole authority for any interpretation, modification, or amendment to the policy depending upon the need from time to time. He/ She will also possess powers to exercise his/ her discretion with respect to any or all of the clauses of this policy.

Anti-Sexual Harassment Policy

Chinmaya Vishwavidyapeeth is committed to ensure an environment in which education, work, research and discussions are not corrupted by sexual harassment. It envisages a space where education can transform attitudes, perceptions and practices to nurture both equality and freedom for all sections, particularly women. The university is also committed to promote an “environment” that is conducive to the professional growth of its students and staff and encourages equality of opportunity. It ensures that every student, teaching and non-teaching staff is treated with dignity and respect and afforded equitable treatment. The university has therefore framed its own Sexual Harassment Policy in line with the recommendations of UGC Task Force and the National Commission for Women, which provide measures for ensuring the safety of women and programmes for gender sensitization on campuses. The University will not tolerate any form of sexual harassment and is committed to take all necessary steps to ensure that its students and staff are not subjected to any form of harassment. The policy will be applicable to all the students and staff, and non-teaching employees working in the University.

Medical Facilities

We have an Allopathic Hospital nearby where in case of emergency/requirement doctors will be available round the clock.

Please note that the medical stores near CEG do not always stock expensive or infrequently prescribed medication – to do so, the student must travel to Tripunithura or Ernakulam which would be time-consuming and expensive. We strongly urge students and parents to ensure they have regular supplies of medication for any special needs that are specific to the student.

Miscellaneous Notes for all

- BSNL, Vodafone, IDEA & Reliance mobile connections have good network coverage. Airtel services have weak signals. Please keep in mind, mobile phone use is allowed only in the hostel.
- Smoking, consumption of alcohol, drugs and non-vegetarian food is forbidden.
- Cafeteria will be available for light refreshments
- A general store, medical store and ATM are available in a 1 km radius
- A doctor/ nurse will be available for a short time every week at the campus
- Residential students are not permitted to maintain a vehicle on campus without prior approval by the Campus Director – this permission may only be granted in case of special physical / health circumstances that require the use of a vehicle.

Note: A student is governed by the rules and regulations of the University, as detailed in the above sections. However, these may be subject to change, which will be notified from time to time.

Key Contacts

Head of Schools

School	Name	Email id
Vedic Knowledge Systems	Prof. Vinayak Rajat Bhat	vinayak.rajat@cvv.ac.in
Contemporary Knowledge Systems	Prof. Subbarao Jayanti	subbarao.jayanti@cvv.ac.in
Ethics, Governance, Culture and Social Systems	Prof. Vanisree Ramanathan	vanisree.ramanathan@cvv.ac.in
Linguistics and Literary Studies	Prof. L Sampath Kumar	sampath.kumar@cvv.ac.in
Philosophy, Psychology and Scientific Heritage	Prof. Sreevalsa Kumar	sreevalsa.kumar@cvv.ac.in

Programme Directors

Program	Name	Email id
Bachelor of Business Administration	Prof. Harisundar Govindaraman	harisundar.govindaraman@cvv.ac.in
Bachelor of Commerce	Prof. Abha Mohan	abha.mohan@cvv.ac.in
BA (Sanskrit)	Prof. Anil Narayanan N	anil.narayanan@cvv.ac.in
BA (Applied Psychology)	Prof. Satheesh Varma M	satheesh.varma@cvv.ac.in
5-year Integrated Programme -Advaita Vedanta	Prof. Tulasi Kumar Joshi	tulasi.joshi@cvv.ac.in
5-year Integrated Programme - Vyakarana	Prof. Nagendra Pavana RN	nagendra.pavana@cvv.ac.in

Anti-Ragging Committee

Role	Name	Email id
Chairperson	Prof. Vanisree Ramanathan	vanisree.ramanathan@cvv.ac.in
Faculty Representatives	Prof. Nithin Ramakrishnan	nithin.ramakrishnan@cvv.ac.in
	Prof. Abha Mohan	abha.mohan@cvv.ac.in
	Prof. Vinayak Rajat Bhat	vinayak.rajat@cvv.ac.in
Non-Faculty Representatives	Shri Rajesh C R	rajesh.cr@cvv.ac.in
	Shri Shrikanth Menon	shrikanth.menon@cvv.ac.in
Student Representatives: Senior	Anagha Pradeep	anaghaceg0002@cvv.ac.in
NGO Representative	Dr. Arundhati Sundar	arundhati.sundar@cvv.ac.in

Anti-Sexual Harassment Committee

Role	Name	Email id
Chairperson	Prof. Manjula Iyer	manjula.iyer@cvv.ac.in
Faculty Representatives	Prof. Pavan Satuluri	pavan.satuluri@cvv.ac.in
	Prof. Ramakrishna Pejathaya	ramakrishna.pejathaya@cvv.ac.in
Non-Faculty Representatives	Anupama Vijayakumar	cegaccts@cvv.ac.in
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	Seema Menon	seema.menon@cvv.ac.in
Student Representatives: Senior	Cheerla Kavya	cheerlaceg0013@cvv.ac.in
Junior	Aashika Aanie Kuruvilla	aashika.18eu1001@cvv.ac.in
Advocate	Adv. Maitreyi Hegde	

Grievance Redressal Committee

Name	Email id
Prof. SatheeshVarma	satheesh.varma@cvv.ac.in
Prof. Sushree Sasmita Pati	sushree.pati@cvv.ac.in
Prof. Nagendra Pavana	nagendra.pavana@cvv.ac.in
Shri Ramesh Kumar	ramesh.kumar@cvv.ac.in

Other Contacts at CVV

Role	Name	Email	Phone
Facilities Team	Shri Shrikanth Menon	shrikanth.menon@cvv.ac.in	9446047430
Accounts Dept.	Smt. Jayakrishnan Jayakumar	cegaccts@cvv.ac.in	9496195204
IT Services	Shri Ramesh Kumar	ramesh.kumar@cvv.ac.in	8111869368

Working hours of the University Office

- **On all weekdays**
 - **09:00 am to 01:00 pm (Forenoon Session)**
 - **01:00 pm to 02:00 pm (Lunch Break)**
 - **02:00 pm to 05:30 pm (Afternoon Session)**

The service of the University office is normally available to the students during

- Weekdays: 02:00 PM to 4:00 PM
 - Saturdays: 12:30 PM to 01:00 PM
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Meeting with the Vice Chancellor

with Appointment only

Meeting with the Dean

with Appointment only

Meeting with the Registrar

with Appointment only

Meeting with the Chief Finance Officer

with Appointment only