

Dear Candidates,

Congratulations!

We welcome the Batch of 2018 to Shiv Nadar University (SNU) and hope that your time at the University will be academically beneficial and personally enriching.

While you take your first step into the adult world with a myriad questions, the University will facilitate you in making this a smooth and encouraging transition. The following pages will give you a glimpse of information on how to prepare for University life as well as the responsibility expected of you as you start your journey with us.

1. Read this document carefully

2. Be aware of Key Policies including Policy against Sexual Harassment, Anti- Ragging Policy, and Policy for Safety and Security of University property. Please refer to snulinks.snu.edu.in and go to Student Policies folder (Fifth icon in first row).

3. Carry the following documents

a. Documents to bring and to upload online at Pre registration portal

- **School leaving / Migration/ Transfer Certificate** Original
- **10th Standard Mark Sheet** Original
- **10th Standard Passing Certificate** Original
- **12th Standard Mark Sheet** Original
- **JEE (Main) 2018 score sheet** (if appeared)
- **Anti-Ragging Affidavit signed by Parent / Guardian** Original
- **Anti-Ragging Affidavit signed by Student** Original
- **Five Passport size photographs**
- **Top three Extra-Curricular Certificates** (In case you want to submit)
- **Aadhaar Card**
- **Medical Fitness certificate as per the proforma (original)**

Please carry a self-attested copy of all the uploaded documents for registration at campus.

Please note: Only students shall be allowed in the registration area. Parents and guardians are requested to let their young adults manage registration requirements on their own.

In the absence of Original Documents, Self-attested copy may be acceptable subject to the original documents being verified by the University on or before October 31, 2018 failing which the provisional admission to the university shall be cancelled. The University will not retain any original documents and same will be returned to the candidate after physical verification.

b. Anti-Ragging

Students may visit the link http://antiragging.in/site/affidavits_registration_form.aspx and fill up online.

Anti-Ragging undertakings by Students and Parents/Guardians.

After filling this form online, students will receive Student's and Parent's Anti Ragging Undertakings in their email.

Print both the Undertakings. The Undertakings should be signed by student and by parents/guardians as appropriate.

Both undertakings should be submitted at the time of registration.

c. Medical Fitness Certificate from a registered medical practitioner

- The candidates are required to submit a medical fitness certificate issued by a registered medical practitioner.

1. Hostel

- Your individual space comes with a Bed, Mattress, Almirah with lock and key, chair, study table and individual LAN ports or Wi-Fi facility. All drinking water coolers are fitted with RO and water purifiers.
- Hostel is also equipped with solar water heaters, adequately backed by electricity for overcast days. The entire facility is maintained by professional housekeeping and maintenance agencies.
- Besides, each hostel is provided with a pantry on the ground floor, equipped with microwave ovens, and common area, which is Wi-Fi enabled too.
- The rooms and washrooms are well-fitted and the ladies wash rooms is built with feminine hygiene in mind.
- Hostel Arrangements -The hostel bed allocation is done on a random basis and the accommodation provided for the incoming Batch of 2018 is as follows:
- Boys will be accommodated in Hostel 1B with twin-sharing arrangement.
- Girls will be accommodated in Tower 2 of the Faculty Housing Complex. Each apartment provides Two Twin-sharing rooms and One Single Occupancy room.

Please Note: Parents and guardians will not be allowed inside the hostel buildings under any circumstance. We request you to take note of this and plan your visit accordingly. Please carry only as much luggage as you can carry.

2. Registration & Orientation

Move-In: Freshmen are required to check-in to their hostel on: Date: 11 July 2018

The students can collect their room keys from the respective Hostel Receptions and check-in to their allotted hostel rooms as per above timings. For those who have registered for transport through Pre-Registration Application, it will be available as per fixed schedule on the same dates as above.

Registration

Date: 12 July 2018

Registration desks will be set-up at the Welcome Center at Indoor Sports Complex for

- Verifying your Academic Documents
- Issuing Temporary ID card - Please wear dark colored shirt/top for the ID card photograph

Please Note: Only students shall be allowed in the registration area. Parents and guardians are requested to let their young adults manage registration requirements on their own.

- **Orientation for Parents (attending is optional)**

Date: 12 July 2018

Parents will have the opportunity to interact with senior leadership and faculty members from the University. The venue details will be shared at the Welcome Desk when you arrive.

- **Orientation and start of classes for freshmen**

Date: 13 July 2018

It is compulsory for all freshmen to attend all orientation sessions.

3. Basics to Get Ready for the Academics

To understand the detailed curricular structure & academic requirements, the student must carefully read the Undergraduate Handbook available at

<https://snulinks.snu.edu.in/snuPolicies/students/UG%20Handbook%202018%20V1.1%2014%20June%202018.pdf>

4. Dress Code

- The University does not recommend any specific dress code but it is expected that you are appropriately dressed for your class sessions and laboratory hours (as applicable). You are also advised to pack a few pairs of formals in case you need to attend seminars/ business conferences as participants or volunteers.
- For monsoon and winter seasons it is important that you are equipped with proper rain/winter gear.

5. Health Facilities on Campus

- Campus infirmary has permanent round the clock doctor supported by a 24x7 BLS ambulance stationed on campus. The medical room on campus can cater to basic primary ailments. Specialist doctors visit the facility as per the prior appointment from Monday to Saturday. Whenever it is medically advised, students are referred to the empanelled hospitals through SNU provided ambulance.

6. Check list for packing (below is a list of indicative items)

- a) Bedspreads / bed sheets
- b) Pillow and pillow covers
- c) Bucket, mug, soap case
- d) Toiletries for personal use (soap, shampoo, toothpaste, shaving razor/cream, etc.)
- e) Cloth hangers
- f) Umbrella
- g) Table Lamp
- h) Door lock with 4 (four) keys
- i) Mosquito coil / repellents
- j) Water bottles
- k) A suitcase (with a lock) for keeping personal effects in the hostel room
- l) 1 extra pair of spectacles (if applicable)
- m) Torch
- n) Personal medicines
- o) Blanket and woolen clothing for winters (can also be purchased or brought after a couple of months)
- p) A pair of bathroom slippers and sneakers
- q) College backpack or bag for carrying laptop and books
- r) Laptop Recommended configuration

Hardware Requirements

Processor – Intel i3 or higher

RAM – 4 GB or higher

Operating Systems – Genuine version of Windows 7 or higher

Wi-Fi – Dual band Intel Wi-Fi (must support 802.1x authentication)

Software Requirements

Virus Protection with up-to-date subscription, example McAfee, Symantec, Kaspersky, Avast, AVG"

- s) Stationery – long size note books (5 ruled & 5 un-ruled), pens, pencils, erasers, etc.
- t) Scientific calculator and/or laboratory essentials as per the course requirement

NOTE: For the convenience of students there is a Mini Mart and Tuck Shop located on campus from where you can buy basic stationery and related items. We also have HDFC Bank, ATM & Post office on campus.