

Indian Institute of Information Technology Allahabad

(Approved by the Senate Vide Agenda Item No.23.13 of 23rd Meeting of Senate, Dated 02/02/2022)

Ordinance to Counselling and Reformation Policy

IIIT Allahabad is committed to providing different forms of enablement to students for effectively nurturing their full-rounded personality development. The Counselling and Reformation Policy aims to provide personal and psychological support and mentorship to students.

1. A student found to violate the student code of conduct would need to undergo through a counselling process and undertake community service upon the recommendation of the Senate or a competent authority like the Chief Proctor/Dean (Student Affairs). The Institute/department standing “Student Counselling Cell” will advise the student in such matters.
2. The student will undergo counselling session with a Medical Counsellor as designated by the Institute.
3. The student will complete Community Service as an add-on course. The add-on courses shall be offered by the Institute.
4. The student will be required to participate in workshops and other activities conducted by the Institute as advised by the Student Counselling Cell. A website will maintain the details of Medical personal, helplines, workshops, lectures, counselling session and details of Student Counselling Cells of all departments.

Counselling and Reformation Services

Student Counselling Cell in consultation with Dean (Student Affairs)/Chief Proctor and Institute health Centre will arrange for

1. Individual Counselling...

- student get space to talk with no pressure
- confidentiality is maintained
- no judgment, criticism and assumptions
- you can unburden yourself

Counsellors will...

- respect the student and his/her situation and problems
- will help consider the different options and make choices
- make an attempt to reduce the problem
- will intervene with right people to help, if required

Student counselling will also address the following problems

- Fear of being judged - when seen interacting with a counselor
- Lower awareness of the possible Counselling and Reformation Services
- Issues like linguistic and cultural barriers
- Lack of comfort to undertake *counselling*

2. There shall be a provision to make appointments through web link provided by IIITA

- Intake appointments are to be scheduled with students at times and dates which are convenient to them, depending on their academic commitments and recommendation of the Student Counselling Cell.
- The goal of the first meeting shall be to help the student identify the issues.
- In some cases where more precise diagnoses are required, psychological assessments shall be conducted through a qualified practitioner.

3. Workshops and Events

Student Counselling Cell shall continually organize different workshops and events. The workshops and events are organized on different topics based on the need of the students like dealing with stress, time management, relationship issues etc. The details will be available on the related website.

“ADD ON” Credits and Certification for the students undergoing Counselling and Reformation

A provision is made for a student who are through Counselling and Reformation services of the Institute to pursue two ADD ON courses of 2 credit each so as to bring positive change in his/her behaviour. These courses are designed with an objective to bring transformation in the student undergoing a disciplinary proceedings because we believe that every student is store house of tremendous power and energy and if he/she has committed some mistake then he/she should be given a chance to rectify his/her behaviour.

1. Courses to be offered

- a. In this respect, following courses are offered to the students as per the detail mentioned below:

Name of the Course	Credit	LTP structure
Moral studies	2	1:0:1
Community Service	2	0:0:2
NC C	2	0:0:2

- b. In addition to the subject mentioned in clause (a), other courses may be offered to the students if the Counselling board so decides in consultation with the Coordinator, Add-on courses;
- c. L stands for ‘Lecture’; T for ‘Tutorial’ and P for ‘Practical’ in the term LTP structure;
- d. One credit hour means one hour of teaching per week if it is lecture. For Tutorials and Practical, two hours of tutorials and practical makes one credit hour;
- e. The nature and type of courses to be pursued by the student will be mutually decided by the Counselling Board in consultation with the coordinator, Add-on courses.

2. Modus operandi of the classes

- a. The Lecture classes for the course(s) run on Saturday and Sunday;
- b. The Practical and Tutorial component of the course can be on any working day which will be decided by the course instructor and subject to the availability of classes and regular time table of the Institute.

3. For whom

- a. The courses will be offered to students who have undergone any disciplinary proceedings of the institute;
- b. The student will have to undergo these courses if the Counselling board is of the opinion that by undergoing any of these courses, there is a possibility of bringing positive transformation in the mindset and attitude of the student;
- c. Pursuing of these Add-on courses will be subject to limitation that it should not exceed 24 credits in one semester for a student.

4. When

- a. The coordinator, Add-on courses will be informed about such students with a request to offer add-on courses to them so that the intended courses can be offered to the students from the semester succeeding the semester in which the case of breach of indiscipline by the student was reported;
- b. The courses can be offered in the same semester in which the case of breach of discipline reported if the coordinator, Add-on courses so decides subject to the recommendation of the Counselling board and approval of the competent authority and considering the situations prevailing at that time;
- c. If any student is already registered for the maximum permissible credits in one semester or in the succeeding semester he/she have to register for the number of credits which is maximum permissible limit, these courses will be offered in the other semesters in which it is possible to complete these courses and limitation of exceeding maximum permissible limit does not arise;
- d. For any student, who is in his/her final semester and on whom any disciplinary proceeding initiates, he/she has to complete these courses successfully before applying for the award of degree in the convocation.

5. Assessment

- a. The student pursuing such course will have to abide by the rules of assessment for such course;
- b. These add-on courses will also follow C1, C2 and C3 pattern of continuous assessment;
- c. The student have to score minimum grades justifying the completion of the course;
- d. If the student could not score the minimum requisite grades, he/she has to re-appear for the assessment and it will be mandatory for him/her to earn minimum grades for such courses.

6. Certification

- a. The add-on certification would be issued to the students completing such courses;
- b. It will also be reflected in their mark sheet along with the grades earned by the student;
- c. In the mark sheet or certificate, the fact that the student has to undergo this course as a result of disciplinary proceedings will nowhere is reflected.

7. Saving Clause

For situations / Circumstances, NOT covered as herein above, the Chairperson Senate shall be competent to take the decisions to mitigate the immediate necessities.