

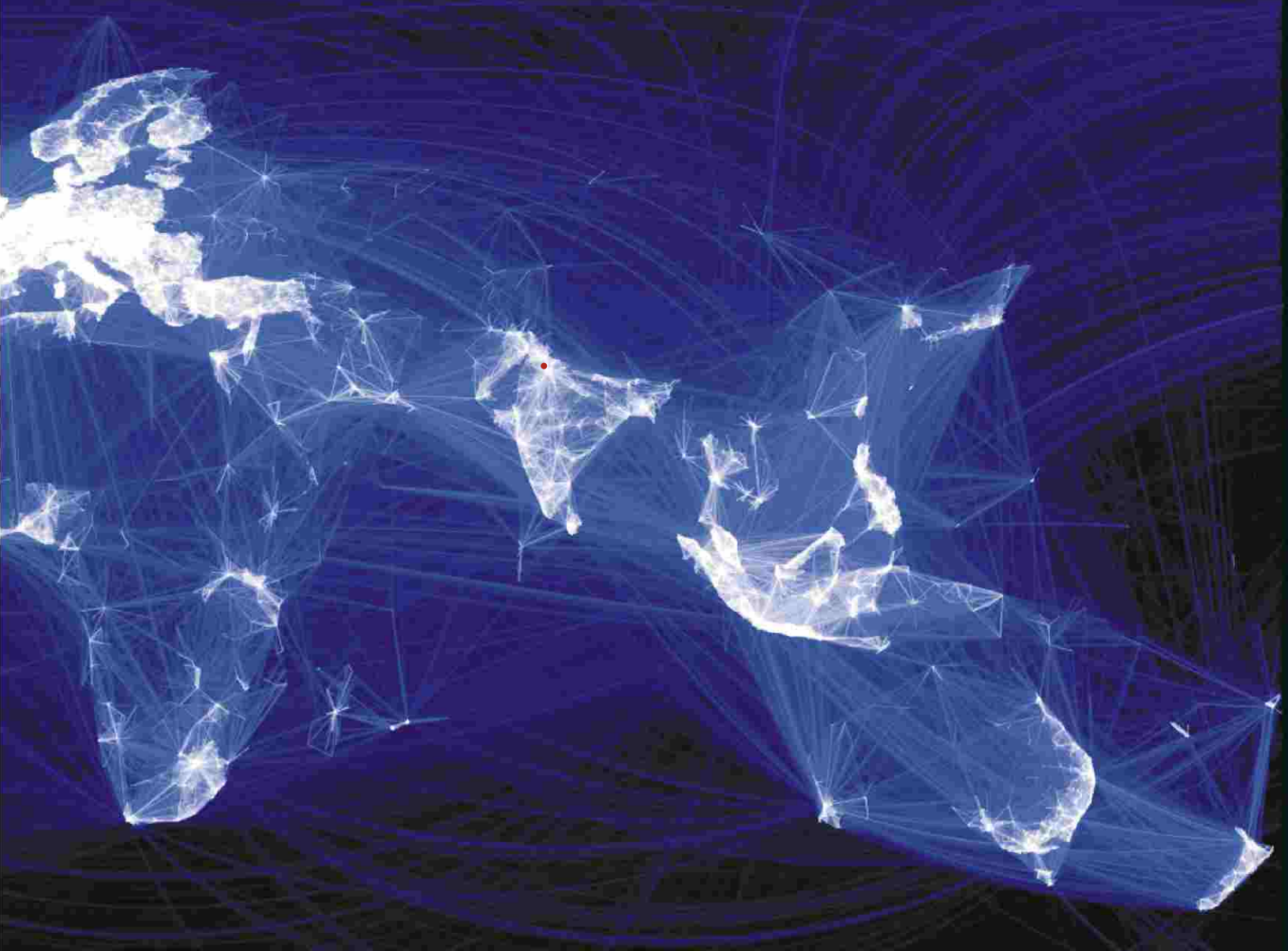


20th Year
of Excellence

ITFT EDUCATION GROUP
Education With Employment & Entrepreneurship
CHANDIGARH -INDIA

www.itftindia.com

Prospectus-2013-14



**Asian Centre for Excellence for Service Industry Research, Academic,
Skills Development, Employment Generation & Entrepreneurship**

**Tourism | Hospitality | Airlines | Media-Entertainment | Information Technology | Health, Wellness & Spa |
Rural Development | Infrastructure Development | Service Industry Management**



ITFT Education Group expresses its deepest Gratitude & Thanks to Hon'ble Vice Chancellor, Punjab Technical University Dr. Rajneesh Arora, & the entire team of PTU for bringing need based Service Industry Quality Education in Asia through ITFT Education Group, Chandigarh.

**UNIVERSITY TOPPERS OF ITFT -
Punjab Technical University (Annual Convocations)**

**ACHIEVERS
@ ITFT**

University Toppers -2008



Standing L To R : Dheeraj Kapoor (MSc ATHM), Arnica Jain (MSc ATHM), Mukesh Sharma (MSc ATHM), Vivek Duggal (MSc ATHM), Alisha Shukla (BSc ATHM), Chandni Kundel (BSc ATHM), Anupamjeet Kaur (BSc ATHM)
Sitting L To R : Naveen Labana (MSc ATHM), Neha Katoch (MSc ATHM), Jaswinder (BSc ATHM)



Arnica Jain
(MSc ATHM)
Gold Medalist



Chandni Kundel
(BSc ATHM)
Gold Medalist



Alisha Shukla
(BSc ATHM)
Bronze Medalist

University Toppers - 2009



Bistriti Poddar (M.Sc ATHM)



Rashmeet Kaur Bhasin (MSc SIM)



Mridul Ummat
M.Sc. ATHM 1st - 97.4%



Meenakshi Kapoor
M.Sc ATHM 1st - 94%



Waseem Noor
M.Sc ATHM III- 92.8%

University Toppers -2010



Swati Sood (M.Sc ATHM)



Col PS Sandhu (MSc SIM)

University Toppers - 2011



Loveleen Kumari (M.Sc ATHM)



Lt. Col Adeshpal Singh Randhawa (M.Sc SIM)



Simranpreet Singh
BCA-I - 72.5%



Pardeep Singh
M.Sc IT I st - 80%



Zamir Hussan
M.Sc. IT III - 73%



ITFT

EDUCATION GROUP

Institute of Technology and Future Management Trends

**Education
with Employment
and Entrepreneurship**

DIGITAL EDUCATION

**Free e-Tab
to Every Student
from 2013-14
Session**

Over
30000
Students
Placed





Dr. Gulshan Sharma

Ph.D (Tourism-Service Industry) ACTE (WTO) Spain, WT (USA)

From the Desk of Executive Director

Dear Friends,

The Best way to make your Dream Come True, is to wake up

During the last two decades, there has been a rapid expansion in the frontiers of human knowledge and unprecedented increase in the scientific, and technological temperaments. All these changes in the technology are naturally having a profound change in our thought processes and the way we shape our economy in the future. We are, indeed, on the threshold of a new millennium with the vision, that soon our country would find its rightful place among the leading nations of the world.

The country is transiting rapidly into a predominantly Service economy, creating services to meet human needs, generate employment, raise incomes, increasing purchasing power, and leading to growth of economy. Presently, Service Sector contributes 58 % to nation's GDP and about a quarter of total employment, also accounting for a high share in foreign direct investment (FDI) inflows and over one-third of total exports.

Together with burgeoning Service Sector, skill development has also emerged as an important tool for enhancing the employability of the Indian youth, The Coordinated Action on Skill Development 2008 and National Policy on Skill Development 2009 have given the blueprint of paradigm shift in the skills landscape to achieve the target of training the 500 million people by 2022, set by the Hon'ble Prime Minister of India.

We have therefore, to pay greater attention to the HRD and Skill Development and equip our youth with the knowledge and skills for better performance and to manage changes.

We at the ITFT Education Group- Chandigarh focus on Service Industry Research, Academics and Skills development with the most valuable inputs from the Corporate sector to overcome skills gaps and ready to induct trained youth as per Corporate requirements.

ITFT Education Group is a launch pad for youngsters to realize their aspirations. Our endeavour is to incorporate in our students' academic excellence and human values as well as social responsibility. Once their degree has unlocked the door, they will need the right mix of skills, abilities and personal qualities in order to turn the handle and give the door the push that will open it to them.

The ITFT Education Group predominantly offers various Bachelor's and Master's University Degree courses related to the Service Industry segments like Airlines, Tourism, Hospitality, Health-Spa & Resort Management, Media Entertainment, IT, Management, etc. Besides we are actively involved in various Institutional Social Responsibility programmes for rural, tribal and weaker section Youth, Defence personnel resettlement, Urban and Poverty Alleviation, Vocational Training, Women and Child Development Programme, NRI studies-Pre Departure Training, Corporate Training and Workshops, and many other need based programmes and activities. While focusing on Soft skills, and Corporate required skills we also strategically channelize our youth with Life Management Skills and direct placement in the industry even before completion of their university degree courses. We have an excellent corporate network with us right from soil to sale, from academics to employment.

We, therefore, invite you to be a part of the ITFT Family to unlock your potential and to realise what power lies within you. You are 'Born to Win'. You deserve to be successful in life. We would help you to convert your passion into your profession through ITFT.

God bless you.

Dr. Gulshan Sharma

Executive Director ITFT Education Group,
Motivator & Skills Developer

Welcome to

ITFT Education Group-Chandigarh

Education with Employment & Entrepreneurship



Having been established in *April 1994*, ITFT - Chandigarh aims to develop **Quality Human Capital** for the **Service Sector**, has emerged as a premier **Educational, Training and Research Institute** of North India and is the only one in the country to offer **International Standard Courses** in **Aviation, Tourism, Hospitality, Health-Spa & Resort, Media and Entertainment, IT and Management** disciplines.

ITFT Education Group aims to -

- **Undertake Training, Research, Development and Consultancy** to prepare the youth for **gainful Global & Domestic employment and entrepreneurship** in the **Service Industry**.
- **Skilling Asian Youth for Service Industry Employment & Entrepreneurship**
- **Maintain a close collaboration with the industry and business houses**, to ensure that **Research and Academics** are made available for the benefit of society.
- **Develop both Teaching and Global Research.**
- **Research links with reputed academic and research institutions both in India and abroad** to facilitate entry by **high-caliber students** on a **global basis**.
- **To help the retiring and retired defence personnel** in their **re-occupation** in the **Service Sector** related ventures.
- **To strategically channelize NRI's and other overseas investments** in India for **service industry** related projects.
- **Over 30,000 students placed so far.**



Bachelors in Airlines, Tourism & Hospitality Management

Duration : 3 Years

Eligibility : +2 in any stream

The course enables +2 students to pursue careers in Airlines, Tourism, Hospitality Management and other expanding sectors of the Service Industry. Aviation is the backbone of the global economy. Over the years, the Hospitality Industry has transformed the country as a huge development destination. It is both substantively and geographically demanding. The Travel & Tourism Industry nourishes a country's economy, stimulates development process and restores cultural heritage. Course contents have been designed after academia corporate interaction keeping in view the current and future trends in the Service Industry. 3 years perfect balance in exposure to the Aviation, Tourism & Hospitality Industry.

Sem-I

- Basics of Tourism
- Tourism Products & Services
- Basics of Management
- Geography of Tourism -I
- Customer Care & Interpersonal Skills

Sem-II

- Tourism Products & Services-II
- Tourism Industry Profile
- Tourism Management
- Geography of Tourism-II
- Human Resource Management

Sem-III

- Dimensions of International Tourism
- Geography of Tourism-III
- Sales, Marketing & PR in Service Industry
- Business Communication
- Basics of Computer-I (Practical)
- Front Office Operations - Reservations and Registrations
- English Language I (Grammar)

Sem-IV

- Total Quality Management
- Automation in Tourism Industry, Airlines & Hospitality
- Travel Agency & Tour Operations
- Airlines Management
- Basics of Computers- II Practical
- Housekeeping in Hospitality operations (Focus F&B & Housekeeping)
- English Language - II

Sem-V

- Tourism Policy in India
- Resort Management
- Destination Marketing & Management
- Research Methodology & Management Decisions
- Conferences & Events Management

Sem-VI

- On the Job Industrial Training & Project Practicum with close monitoring by the ITFT

ADD ON VALUE BY ITFT

- ATHM Students will be given Basic Ticketing & Health & Spa Management along with their regular studies
- To Enhance Employability of every Youth (Personality Development + Communication Skills + Soft Skills + Resource Management Skills + Situation Mgt. Skills + Time Mgt. + Positive Attitude + Mock Interviews + Interface with Corporate + Placement Process)





Alumni of ITFT coming in the lead role in Bollywood, movie FUKREY

Bachelors in Media Entertainment & Film Technology (BMEFT)

Duration : 3 Years

Eligibility : +2 in any stream

Sem-I

- Human Communication
- Creative Writing
- Computer Application
- Print Media-I
- Social Science Sociology & Psychology
- Communication Lab-I (Media Lab)

Sem-II

- Public Relations
- Advertising
- Mass Communication Theories & Models
- Case Study Discussion (pertaining to film, journalism, audio visual media etc)
- Creative Writing-II

Sem-III

- Print Media-II
- Photojournalism- An Analytical study
- Creative writing-III
- Media Laws & Ethics
- Computer Applications to Media
- Single Camera Exercises

Sem-IV

- Print Media-III
- Online journalism
- From Script to Screen
- Radio
- Television
- Radio Lab

Sem-V

- Development of Cinema
- Film as an art
- Basics of Film Production
- Documentary and Advertisement Films
- Media Management
- Electronic Media Lab

Sem-VI

- Project on Print Media
- Project on Radio
- Project on Advertisement
- Project on Photography
- Project on Documentaries
- Production Techniques Lab

Celebrities Visited ITFT College



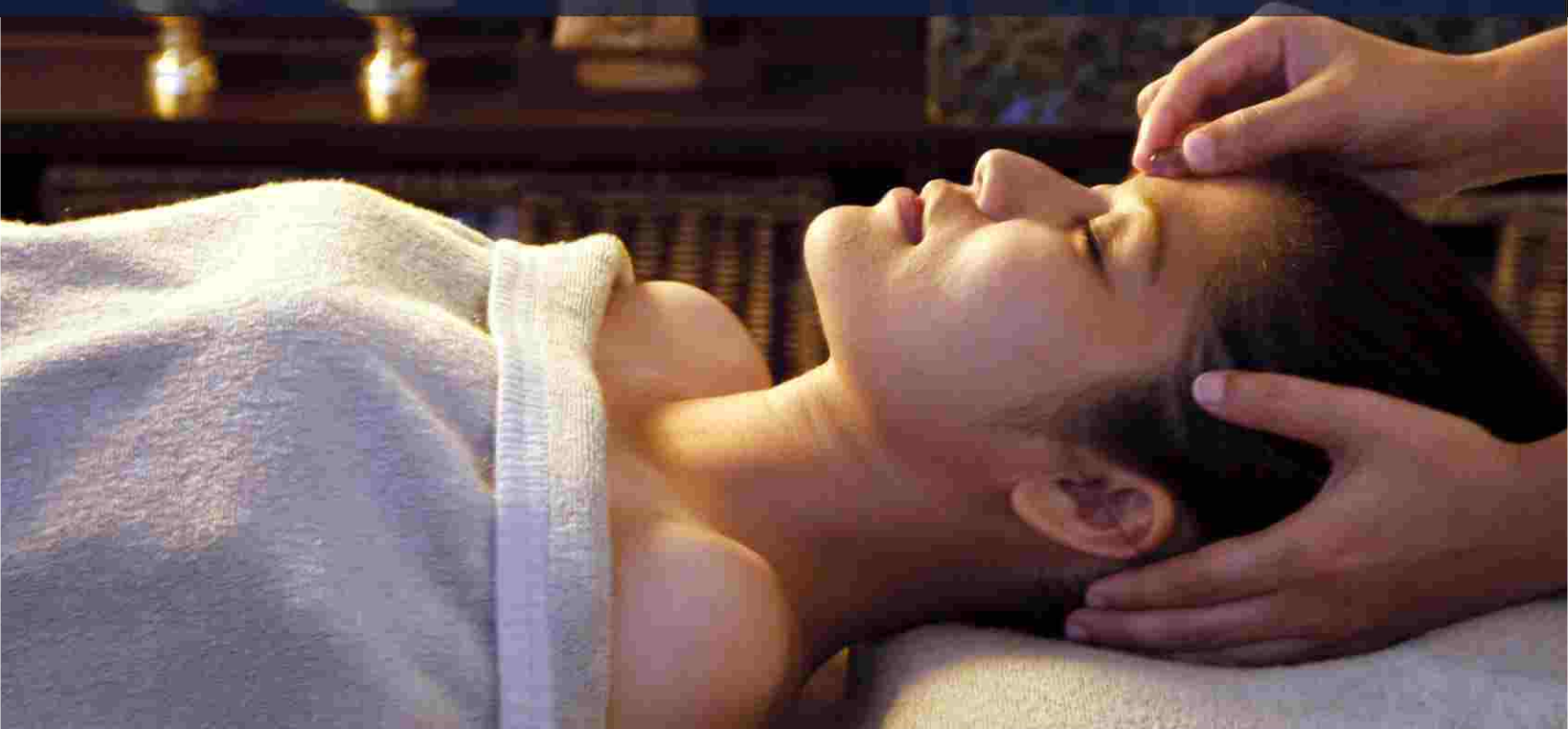
ADD ON VALUE BY ITFT

- BMEFT Students will be given Basics of Location and Event Management along with their regular studies
- To Enhance Employability of every Youth (Personality Development + Communication Skills + Soft Skills + Resource Management Skills + Situation Mgt. Skills + Time Mgt. + Positive Attitude + Mock Interviews + Interface with Corporate + Placement Process)

Bachelors in Health, Spa & Resort Management (BHSRM)

Duration : 3 Years

Eligibility : +2 in any stream



In the Bachelors Degree students will attain in depth awareness and experiences on subjects such as spa and hospitality industry, spa and Ayurvedic Therapies, Spa, Finance, Spa marketing and branding, CRM, Retail Management, Eco spas and Green Hotels, Health economics Materials Management in Health Care, Quality Management in Health Care etc.

Semester I

- Principles of management
- Introduction to spa management
- Anatomy & physiology and basics of massage
- Nutrition and spa cuisine
- Introduction to hotel industry

Semester II

- Customer service and front office
- Basics of spa therapy and skin aesthetic
- Basics of computers
- Human resource management
- Resort management

Semester III

- Marketing and branding
- Crm
- Total quality management
- Financial management for hospitality industry
- Business communication

ADD ON BY VALUE ITFT

- To Enhance Employability of every Youth (Personality Development + Communication Skills + Soft Skills + Resource Management Skills + Situation Mgt. Skills + Time Mgt. + Positive Attitude + Mock Interviews + Interface with Corporate + Placement Process)

Semester IV

- Housekeeping, hygiene and sanitation
- Resort economics
- Health economics
- Retail and risk management for spas

Semester V

- Principles of accounting
- Health and development
- Spa and resort entrepreneurship
- Research methodology

Semester VI

Project Practicum & OJT

- HR Issues in SPA/Resort/ Health Industry
- Marketing Strategies for Spa / Resort / Health Industry
- Health Management Services
- Services at Health Care Units
- Any other topic relevant to industry



Bachelors in Rural Development & Services Management (BRDM)

Duration : 3 Years

Eligibility : +2 in any stream

The main aim of the program is to produce graduates who can perform a range of tasks and can be employed in development oriented careers with specific focus on rural development. These include Policy Analysts and planners, programme Coordinators, Managers or officials in both government and private organizations, development planners trainers, researchers and consultants in training and research institutions, NGOs, CBOs and other rural institutions, and managers of Microfinance institutions (MFIs)

Semester-I

- Principles of Management.
- Fundamentals of Computers I
- Organizational Behavior.
- Business Communication - I
- Micro Economics.

Semester-II

- Rural Governance and Fiscal Decentralisation
- Macro Economics.
- Human Resource Management.
- Business Communication II
- Fundamentals of Computers II

Semester-III

- Rural Planning & Development.
- Panchayati Raj & Rural Administration.
- Natural Resources Development & Management.
- Rural Marketing & Management.
- Rural Energy Planning

Semester-IV

- Services in Rural Areas
- Rural Tourism
- Information Technology for Rural Management
- Agriculture and Economic Development
- Indian Rural Industry

Semester-V

- Management of Rural Services and Institutions.
- Social Entrepreneurship & Development.
- Institutional aspects of Rural Development.
- Research Methodology
- Case studies and Rural Area Visits

Semester-VI

Project Practicum & OJT

- HRD & Skills Enhancement For Rural Development.
 - Rural Business Policy & Strategic Management.
 - Legal Environment For Rural Business.
 - Rural Advertising & Communication.
- Any other topic relevant to Industry

ADD ON VALUE BY ITFT

- To Enhance Employability of every Youth
(Personality Development + Communication Skills + Soft Skills + Resource Management Skills + Situation Mgt. Skills + Time Mgt. + Positive Attitude + Mock Interviews + Interface with Corporate + Placement Process)

Students from Kurukshetra trained at ITFT



Masters in Airlines, Tourism and Hospitality Management

Duration : 2 Years

Eligibility : Graduation

Airlines, Tourism & Hospitality are the major international industries essential for National & Regional Economic Development. This advanced program focuses on the understanding of the Airlines, Tourism & Hospitality Industry with detailed operational aspects through projects, presentations, selective case studies & discussions, besides regular sessions.

This program provides an in-depth comprehension of the Airlines City Office, functioning. Ground Staff, Cabin Crew, Travel Agency, Tour Operations and careers related to the same, both in hotels as well as fast food joints. It gives an thorough knowledge about the Restaurant business with emphasis on front office, F&B Services (Operations) & Housekeeping. The specially designed modules on Business Communication & Employability Skills, groom the students & make them employable according to present industry requirements.



Sem-I

- Tourism Product & Services
- Global Trends in Tourism & Tourism Concepts
- Travel Agency & Tour Operations
- Airlines Management
- Customer Care & Interpersonal Skills
- Front Office Operations

Sem-II

- Tourism Promotion & Resort Management
- Automation in Tourism, Hospitality & Airlines
- Geography
- Housekeeping in Hospitality Operations
- Strategic Management
- Computer Ethics

Sem-III

- Business Communication, Consumer Behavior & Cross Cultural Communication
- Tourism Management
- Food & Beverage Service
- Human Resource Management
- Mice (Meetings, Incentives, Conventions, Exhibitions.)
- Marketing Sales and PR

Sem-IV

- Research Methodology
- Management Information System
- On the Job Training (Dissertation)



Add on Value by ITFT

- Students will be given Basic Ticketing Rural & Farm Tourism & Cinematic Tourism along with their regular studies
- To Enhance Employability of every Youth
(Personality Development + Communication Skills + Soft Skills + Resource Management Skills + Situation Mgt. Skills + Time Mgt. + Positive Attitude + Mock Interviews + Interface with Corporate + Placement Process)

Masters in Service Industry Management (SIM)

Duration : 2 Years

Eligibility : Graduation

The Indian Services sector is one of the most significant sectors of the Indian economy. Looking at the vast potential of this Sector in terms of growth and employment generation, the course aims to prepare the students for the upcoming opportunities in the Service Sector for management jobs. The students are exposed to various segments of the Service Industry namely Airlines, Tourism, Hospitality, Retail, Events, Banks, Insurance, Health, Media & Entertainment ,etc. and management subjects like HRM, TQM, Entrepreneurship, Cross Cultural Management, etc. Practical Exposure in the form of field visits, role plays, case studies, discussions, on the job training, etc. adds value to the course. The course prepares the candidates for the positions of cabin crew, ground staff, city office in the airlines, front office, F& B services and housekeeping in hospitality, sales executive in the retail sector, banks, insurance, ticketing, reservation and customer care executives in the travel & tourism sector, etc.



Sem-I

- Introduction to Service Industry Management
- Global, Continental and Regional environment of services sector
- Emerging service sectors in South Asian Region
- Management Concepts and Organizational Behavior
- International HR Management and Service sector
- Amazing Customer & CRM
- Case Studies
- Contribution of Service Industry in South Asia
- Tourism, Hospitality and Aviation Scenario in South Asian Region
- Semester Seminar

Sem-II

- Services operations Management
- Services Marketing and Excellence
- Global and Regional Strategic Management
- Business ethics and corporate governance
- Integrated Marketing Communications
- Managerial Economics
- Case Studies
- Education Scenario in South Asian Region (Tourism, Hospitality, Health etc.)
- Changing Scenario of Vocational and Employability Skills needed in South Asian Region
- Semester Seminar

Sem-III

- Cross Cultural management in Service Industry Focus on South Asia
- Entrepreneurship and Business Planning
- Total Quality Management in Service Industry
- Financial Management
- Research Methodology
- Case Studies
- South Asian Geopolitical Scenario
- Economical and Financial Services in South Asian Region
- Semester Seminar

Sem-IV

- **Management Information System**
- **Final Project Practicum and VIVA**
- **Sports and Event Management**
- **Estate and Infrastructure Management**
- **Hospital Management**
- **Media Management**
- **Project Management**
- **Supply Chain Management**
- **Any other topic relevant to Industry**

Students have to choose ONE Case Study topic in every semester and have to prepare a report and present the same in semester seminar .(100 Marks each Semester)

ADD ON VALUE BY ITFT

- **Project Practicum & Specialization (Any one Field)**
 - HR • Marketing
 - International Business
 - Retail - Managing sustainable Rural Development
- To Enhance Employability of every Youth (Personality Development + Communication Skills + Soft Skills + Resource Management Skills + Situation Mgt. Skills + Time Mgt. + Positive Attitude + Mock Interviews + Interface with Corporate + Placement Process)

Serving Defence Officers can join Masters Degree Courses at ITFT during 2 Years Study Leave through DGMT

Masters in Mass Communication and Media Management (MMCM)

Duration : 2 Years

Eligibility : Graduation

It will give the students an insight into the management business legal and financial aspects of media apart from imparting of mass communication like print, Electronic and other social media.

Semester I

- Mass Communication-I
- Management-I
- Media Management-I
- Advertising & PR
- Business Communication Skills -I

Semester II

- Mass Communication-II
- Management - II
- Business Communication Skills-II
- New Media Management
- Communication Technology

Semester III

- Mass Communication-III
- Media Management-II
- Media Ethics & Laws
- Film Studies
- Radio & Television Journalism

Semester IV

Project Practicum & OJT with Specialisation

- Advertising & Image Management
- Brand Development & Media Marketing
- E-Journalism
- Photo-Journalism
- Any other topic relevant to industry



ADD ON BY VALUE ITFT

- To Enhance Employability of every Youth (Personality Development + Communication Skills + Soft Skills + Resource Management Skills + Situation Mgt. Skills + Time Mgt. + Positive Attitude + Mock Interviews + Interface with Corporate + Placement Process)



YES Kiya Kya?



You have a Right to be Happy-right in this Moment



Dreams are the one who do not let me sleep

SHARPEN YOUR LIFE MANAGEMENT SKILLS with us

Follow Your Passion



UNLOCK YOUR POTENTIAL

The Training Workshop Includes



Personal Grooming



Effective Communication Skills



Actor in You



Dance & Aerobics



Dining & Party Etiquettes



Photography



Movies



Social Networking

Free Aptitude Tests | Personality Analysis | Career Counselling



Let us sharpen
LIFE MANAGEMENT SKILLS (LMS)

WE ARE DEDICATED TOWARDS SKILLS DEVELOPMENT

अपनी क्षमता पहचानें

Unlock Your Potential

ਆਪਣੀ ਸਮਰੱਥਾ ਪਛਾਣੋ

Know Yourself ... What is your Goal ? What Do you want to Become ?

WORK TOWARDS YOUR GOAL EACH DAY

SET YOUR GOAL & START WORKING ON IT

- Improve Your Soft Skills
- Develop Good Communication Skills
- You must have Basic IT Skills (Computers)
- Manage your Time
- Develop Positive Attitude
- Be Humorous
- Be Eager to Acquire Knowledge
- Be Creative
- Be an Extrovert
- Be Energetic all the times
- Be Enthusiastic & Dynamic
- Work Hard & Excel
- Be Persistent & think Logically
- Set your Priorities straight
- Discipline your Life
- Be Self Motivated
- Develop Life Management Skills
- Specialize in your work
- Think Big - Believe Big - Dream Big

BE FOCUSED - HAVE FAITH - JOIN US

ITFT HELPS YOU IN BECOMING A WINNING PERSONALITY

Remember - You are Born to Win.



INSTITUTIONAL SOCIAL RESPONSIBILITY - ITFT INITIATIVES

Rural, Urban, Tribal, ST/SC/OBC/MBC Youth Academic, Skills Development & Employment Generation

Free Aptitude Test and Career Counselling



<http://www.itftindia.com/apptest.php>

In order to find the right person for the right job it is essential for the child to know his/her aptitude when it's decision time for higher education. Aptitude Testing and Career Counselling Sessions are organized in order to find the "Right Skills for the Right Job" and groom the child for the same.

Ms. Usha Albuquerque,
Renowned Career Counsellor & Motivator

Rural BPL and Urban Poor Youth Training

Objective : Providing rural youth with opportunities for skills development to make them employable through CIRDC. Centre for Integrated Rural Development (CIRD) through its various skill development training initiatives and research activities, targets to upgrade the knowledge & skills of Rural Youth after providing them with the skills required for Employment and Entrepreneurship. (www.cird.in)



North East Students at ITFT Chandigarh



Channelising the Services of Retired Defence Officers for developing the Service Industry sector.

The ITFT department of North East India, Regional Affairs has developed a special program on Professional/Employability skills, Capacity Building, Innovative & Interactive Training for International and Domestic Integration.

CAPSI signs MOU with ITFT for Security Training & Placement Drive



CAPSI- Central Association of Private Security Industry signed an MOU with ITFT Education Group, Chandigarh for joint Research, Training & placement for North Indian Youth on 15th May 2009 at Delhi. Kunwar Vikram Singh, Chairman-CAPSI recently addressed an august gathering at 7th Parvasi Divas, International Conference at Chandigarh & desired that the IPCSI and ITFT College Chandigarh with CAPSI should work in the direction to make **Punjab : The Skill Capital of the World** while helping every deserving youth to get appropriate training and placement in security related services.

Defence Welfare Call

The ITFT supports the cause of providing maximum opportunity to persons from defence background to enable them to take up a re- occupation on retirement either as entrepreneurs or as employees in the various segments of the Service Industry.



Women & Child Development Research, Seminars, Training & Employment



Capacity Building, Pre School Education, Promotion of Child Rights, Impact of various seminars & Trainings, Convergence of nutrition and health services, Availability of infrastructure facilities at various training Centres and its impact on the quality of services delivered are some of the important research and training works initiated.

Awareness Programmes

Female Foeticide :

Making people understand the importance of daughters .The Centre for Media & Entertainment Studies (a venture of ITFT) organizes Nukkar Natak to bring awareness amongst the people against female foeticide. Theatre play "NIRNAYA" is also staged in different parts of the country.

Drug Abuse & HIV AIDS :

As the Youth are the building blocks of any nation, their well-being is of utmost importance. Keeping this in mind, ITFT organizes awareness programs and seminars at regular intervals so as to help the nation get rid of this societal curse.



VIBRATIONS AT ITFT COLLEGE



Academic Rules & Regulations

Students are required to comply with the rules and regulations of the PTU/ITFT as listed below which may be modified or amended any time during the academic year.

- 1. Eligibility :** For Bachelors Degree and Certificate courses, the eligibility is +2. For Masters & Postgraduate programs eligibility is Graduation. At the time of admission, all applicants are required to produce original/attested Certificates / DMCs and Date of Birth Certificate. However within 30 days of commencement of the session, students to submit all original certificates for PTU/ITFT verification.
- 2. Admission :** In case a student is absent for a week from the commencement of the course, his/her seat will be declared open for next candidate on the merit list and no refunds will be made.
- 3. Teaching Schedule :** Teaching will be as prescribed by Punjab Technical University for their courses (online / correspondence courses.)
- 4. Examination :** Examinations are conducted as per the University schedule. Overall scores are calculated on the basis of marks scored in the Semester Exam and Internal Assessment. The pass percentage of marks is 40% for each assignment. Internal assessment is based on Monday tests, assignments given, class performance, attendance, dress sense and active participation. If a student fails to clear any of the examinations he / she will be allowed to reappear by paying the applicable fee as per university rules. Students would pay their semester examination fee separately.
- 5. Class Performance :** Parents are requested to meet the Teaching Staff at least once in each semester to appraise themselves of the performance of their wards. Separate marks are reserved for the students participation in the class, attendance, dress sense and active participation in various activities conducted by ITFT.
- 6. Syllabi Alteration :** The Institute and the University reserves the right to modify and update the syllabi mid-session to make it more Employment-oriented in view of the changing trends in related fields.
- 7. Changes in Fee :** Taking the price index into consideration, teaching technology upgradations are made as required. The Institute and PTU reserve the rights to enhance fees / allied charges during the course at any time.
- 8. Payment of Fees :** The fee for the next semester to be paid before start of each current semester Examination as per the dates communicated by the Institute. The first semester fee has to be paid at the time of admission. If a candidate fails to deposit the fee at the time of admission, the seat will be allocated to the next candidate in the merit list.
- 9. Discipline :** Students are required to observe decorum while attending the course. The Management reserves the right to serve warning(s) or to suspend the students on violation of the disciplinary code of conduct.
- 10. Punctuality/ Regular Attendance :** Students are required to observe punctuality at classes as well as functions. They should have minimum 75 % attendance in classes to appear in the semester examinations.
- 11. Leave :** No student will leave the Institute or go out of station without prior written permission from the Director Administration, ITFT.
- 12. Dress :** The Institute has a stipulated uniform which has to be worn by students on Mondays and Fridays, Guest Lecture Days and on specific occasions. Students are advised to be appropriately dressed at all times.
- 13. Care of Institute Property :** Any student found guilty of damaging the property of the Institute will be penalised by an appropriate fine being levied or in any manner as deemed fit by the management of the Institute.
- 14. Claiming Compensation :** In case of injury or death occurring during bonafide training / activity, field visits, trips undertaken by students on their own or by ITFT for training etc., the Management at ITFT and PTU will not be liable to pay any compensation to the affected person or his / her Next of Kin (NOK) or entertain any monetary claim preferred in the same connection.
- 15. Change of Address :** Students have to inform the institute in case of changes in their permanent / local addresses and telephone numbers during their course of studies at ITFT in writing within 24 hours if any.

Advisory Board



Chairman
Sh. B.K. Goswami, IAS (Retd.)
Former Secretary Tourism,
Govt. of India

Honorary Members on Advisory Board

Mr Manmohan Singh

Eminent Writer & Director Bollywood
**Chairman - CMES (Centre for Media & Entertainment Studies) of
ITFT Education Group-Chandigarh**

PRESIDENT OF HONOUR

Lt General RP Agarwal
PVSM, VSM, (Retd)

PANEL OF ADVISORS

Defence Personnel Resettlement & Welfare

Air Marshal R S Bedi
AVSM, VM (Retd)

Maj Gen Rajendra Nath
PVSM (Retd)

Maj Gen Ugrasen Yadava
VSM (Retd)

Maj Gen. Harwant Krishan (Retd.)

Brig Ranjit Banerji (Retd)

Lt Col Rohit Aggarwal (Retd)

Col Suresh Kumar (Retd)

Col S.R. Choudhary (Retd)

Col Jagat Trikha (Retd)

EXECUTIVE DIRECTOR - ITFT

Dr Gulshan Sharma
Ph.D (Service Industry-Tourism), ACTE (WTO)
Spain, WT (USA)
Secretary General-IPCSI (NRI Affairs)
President - AMF (Asian Motivator Forum)
Secretary Gen. - Chandigarh Tourism Club

Aman Bhardwaj

Chief Executive Officer (CEO)
ITFT Education Group-Chandigarh

OVERSEAS ADVISORS

Mr. Vimal Sharma
Advisor U.K.

Prof Satinder Dhiman
Associate Dean, Woodbury University, Burbank,
California, USA

Mr Amarjit S Marwah
Chairman Indian-American Friendship Society,
California, USA

Prof Alastair M. Morrison
Purdue University, USA

Prof. 'Paul' Pornthep SriNarula
Bangkok, Thailand

Marie Andren
Advisor, Health & Wellness - Education &
Skills Development, Sweden

Dr Arun Gupta
Global Ayurvedic Consultant

Mr. Vikas Malhotra
Advisor Canada

Mr Ajit Butail
Chairman Amber Hotel, Shimla, India

Capt Swadesh Kumar
MD Shikhar Travels, India

Mr P K Dong
Former Regional Director Tourism
Govt of India

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Former DG Tourism,
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Mr Jyoti Kapur
Tourism Analyst and
Advisor Govt of Vietnam & Cambodia

Mr Deep Dhillon
Eminent Film Personality

Mr Pankaj Mahajan
Trikul Studio, New Delhi, India

Mr. J.N. Vohra
Industry Project & Management Consultant

Mr I.I.S. Atwal
Advisor - NRI Affairs



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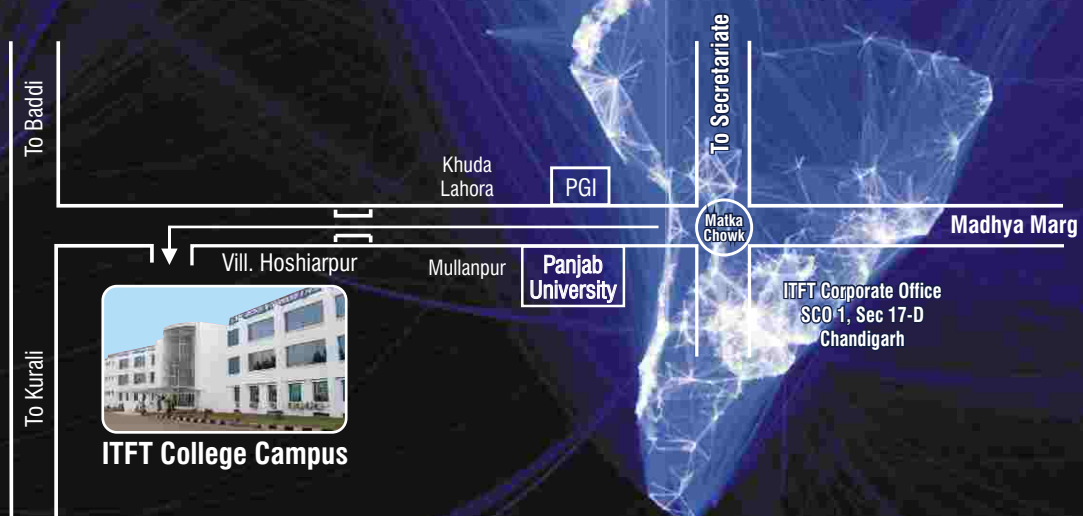


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