TeamLease™
Skills University
Putting India to Work

PROSPECTUS | 2016

www.teamleaseuniversity.org

Multiple functions of
TeamLease Skills University
towards Comprehensive Skill Education in Gujarat State

Formal Education
(Associate Degree and Other Programs
for Organized Sector)

Life Skills Programs

Career Progression Support
to Employed Category

Vocational Training for
Unorganized Sector

Community Welfare
Programs

Training of
Community Workers

Gujarat

Support to Micro
Small & Medium
Enterprises

Career Entry Training
for Other Graduates

Training NGO &
Public Service Officials

TeamLease
Skills University
Putting India to Work

TeamLease Skills University

(A Private University established by an Act of State Legislature)

President	Provost
Shri. Paresh Vora	Shri. Vikrant Pande

University's Official Address
TeamLease Skills University
ITC Building, ITI Campus,
Opp. Army Canteen, Tarsali,
VADODARA - 390 009, Gujarat.

University Contact No.: +91-265-3309 100
Toll Free No.: 1800-233-8578
email: admission@teamleaseuniversity.org
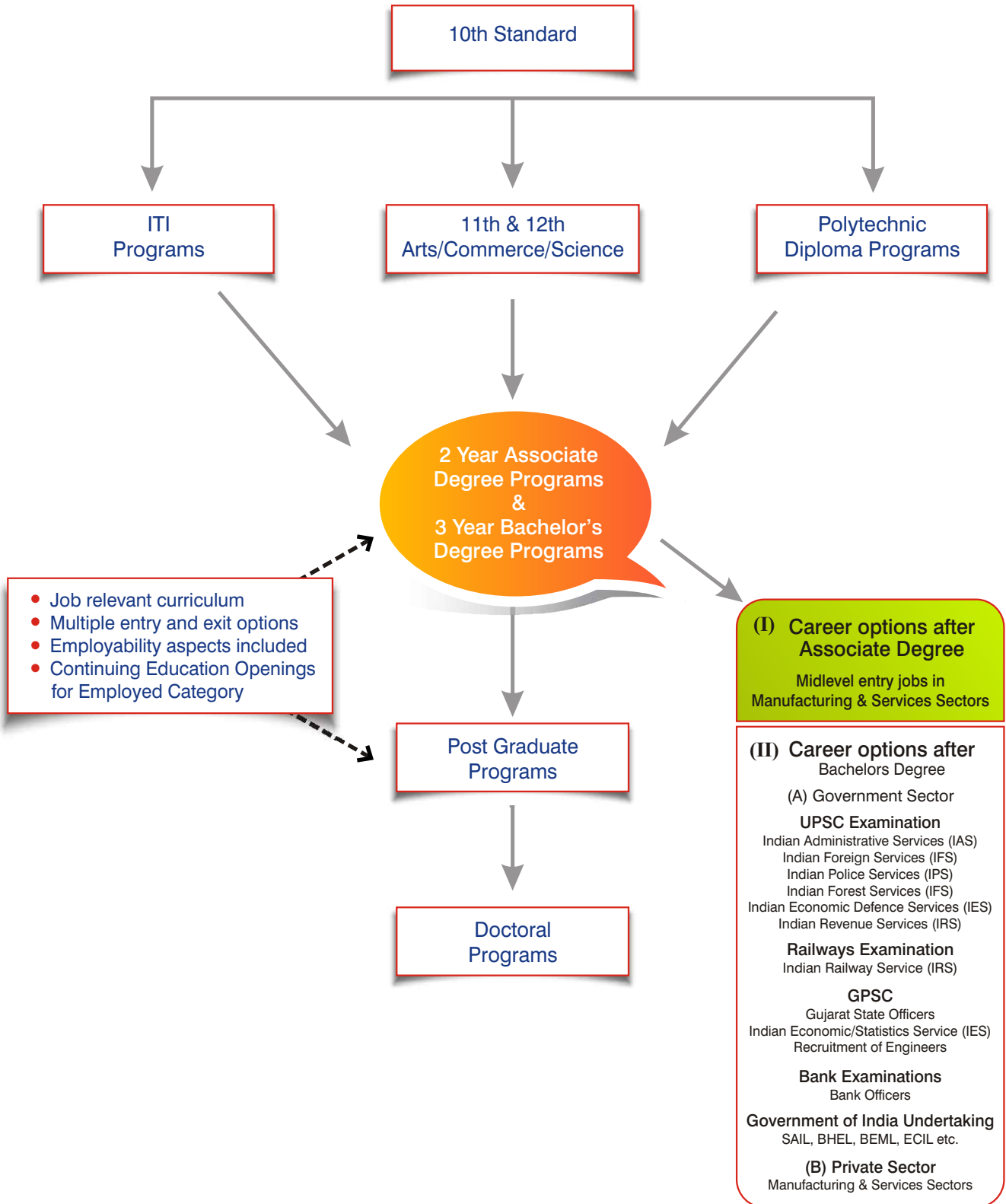University website: www.teamleaseuniversity.org

VISION

To contribute to workforce productivity, socio-economic development
and social harmony through well rounded and industry relevant educational programmes
with employment at the heart of academic offerings,
technology at the heart of operations
and academic mobility as the focus deploying
inclusive, distributed and low cost delivery methodology.

MISSION

To enable all individuals acquire skills and capabilities,
prepare them to get appropriate employment and
ensure their competitiveness in National and International work environment

Education and Career Progression at TeamLease Skills University

10th Standard

ITI Programs

11th & 12th Arts/Commerce/Science

Polytechnic Diploma Programs

2 Year Associate Degree Programs & 3 Year Bachelor's Degree Programs

- Job relevant curriculum
- Multiple entry and exit options
- Employability aspects included
- Continuing Education Openings for Employed Category

Post Graduate Programs

Doctoral Programs

(I) Career options after Associate Degree

Midlevel entry jobs in Manufacturing & Services Sectors

(II) Career options after Bachelors Degree

(A) Government Sector

UPSC Examination
Indian Administrative Services (IAS)
Indian Foreign Services (IFS)
Indian Police Services (IPS)
Indian Forest Services (IFS)
Indian Economic Defence Services (IES)
Indian Revenue Services (IRS)

Railways Examination
Indian Railway Service (IRS)

GPSC
Gujarat State Officers
Indian Economic/Statistics Service (IES)
Recruitment of Engineers

Bank Examinations
Bank Officers

Government of India Undertaking
SAIL, BHEL, BEML, ECIL etc.

(B) Private Sector
Manufacturing & Services Sectors

Contents

1.0　TeamLease Skills University

1.1　The University

TeamLease Skills University (TLSU) is India's First Vocational University. TLSU has been established under Public-Private-Partnership with the Government of Gujarat with a mission to facilitate willing individuals to acquire skills and capabilities, prepare them to get appropriate employment and ensure their competitiveness in national and international work environment.

TLSU has been accorded the status of Private University by the Government of Gujarat through its Gazette Notification (Gujarat Act No. 18 of 2013) under Gujarat Private Universities (Amendment) Act, 2013 with effect from 22nd April 2013.

TLSU envisions striving towards socio-economic development through academic programmes, training, research and extension work. In this regard, TLSU shall be collaborating with industry, other universities and higher education institutions in India and abroad.　Respecting the spirit of national documents in the higher education area, TLSU aims to facilitate skill inculcation and societal enrichment through traditional and non-traditional programmes focusing on academic, vocational, professional, technical and life skill domains. TLSU will take steps to involve employers in curriculum design, guest lectures, internship, assessment and search for job openings. In order to provide a supporting hand to students in their pursuit for employment, TLSU will design and put into practice industry-relevant course syllabi. To enhance employability, courses are included on Computer Skills, English and Communication Skills, and Personality Development. TLSU intends to use technology for providing enhanced learning experiences and student support services.

Apart from catering to the educational needs of Higher Secondary School pass-outs, efforts will be made for opening higher education / training avenues for the pass-outs and Instructors of Industrial Training Institutes (ITI), Vocational Higher Secondary Schools (VHSS) and Polytechnics that could strengthen the respective areas of studies. Continuing education and skill enhancement opportunities will be made available for the employed category. TLSU will also contribute to community enrichment and capacity building of the unorganized workforce through appropriate and sponsored programmes.

1.2　TLSU Organizational Background - Thrust for moving towards Employability

TLSU has been sponsored by TeamLease Education Foundation (TLEF), a Company formed under Section 25 of Companies Act, 1956. TLEF has been promoted by TeamLease Services Ltd., which is India's largest staffing solution company with a motto of 'Putting India to Work'. TeamLease has a track record of hiring 1 person every 5 minutes since last 5 years. TeamLease has offered jobs to 15 lakh candidates since its inception in 2200 different corporates spread in 1800 distinct locations across India.

Focus on Employability

Keeping in view the competitiveness in job market at national level, TLSU focuses on 3 'E's as part of its curricular design methodology-

- **Education** - Provision of theoretical background and practical exercises
- **Employability** - Facilitating skill development
- **Employment** - Provision of a supporting hand to students in their pursuit for employment and career development

1.3　Significant Features

We shall discuss distinguishing features of TLSU instructional methodology that has stress on employability. To facilitate triple focus, TLSU will be prescribing a work load for the students that could be more intense than is followed normally by the universities.

TLSU has certain unique features -

- India's First Vocational Skills University
- Established with active support and in partnership with Labour & Employment Department of Government of Gujarat
- Emerged from a deep realization and understanding of a huge gap that exists between industry needs and a predominantly theoretical education system prevalent in India which neglects the practical aspect of learning, training and hands-on-experience
- Designing industry relevant curriculum
- Adopting blended teaching involving face-to-face instruction, workshop/laboratory practice, web based learning and on-job-training
- Facilitating 24x7 access to web based learning materials
- Corridor for Higher Education for employed category of students
- Creating 'ready-to-employ' graduates who acquire and develop professional competence and employable skills as part of TLSU's academic curriculum

1.4   Academic Departments

TLSU will offer programmes at undergraduate level through the following departments:

- Commerce and Management (CM)
- Hospitality and Tourism Management (HTM)
- Information Technology (IT)
- Mechatronics (MS)

The academic programmes have been planned with the aim of enhancing the employability of students and providing human resource to the fast growing manufacturing and services sectors in Gujarat.

Each Department is headed by a Head of Department (HOD) who arranges to plan, supervise, develop and organize its academic programmes and courses in coordination with the Department staff, different academic, administrative and service wings of the University including industry bodies. The emphasis is on providing a wide choice of courses within a programme.

## 1.5   Academic Programmes

TLSU provides flexibility of study and modular curriculum. At present, the Undergraduate Programmes carry two exit options - Two Year Associate Degree and Three Year Degree. Those of you who would like to have a break from studies after successful completion of two years of the programme to take up a job, start own business, join family business, or pursue any other interest, would be awarded Associate Degree. In case, any issue arises from UGC for the offer of Associate Degree, alternatively Advanced Diploma will be awarded. Later, if you decide to secure Degree qualification, you could contact the University for Admission to the third year of the programme subject to prevalent curricular conditions and options.

In case you choose to complete three years of study continuously, you are eligible to acquire degree qualification on the fulfillment of stipulated requirements.

Specific details on Associate Degree and Degree programmes are provided under Section 2.0.

1.6   Course Content Composition with focus on Employability

TLSU designs its programmes keeping in view the need to inculcate- (i) Area competence (to shape its graduates as professionals) (ii) Employability skills (required for adjusting to the work place conditions) and (iii) Life skills (needed to transact activities in day-to-day life as a responsible citizen). The area competence is planned to be built through focal courses, which are a combination of domain based and allied courses. The employability skills and life skills are proposed to be inculcated through generic
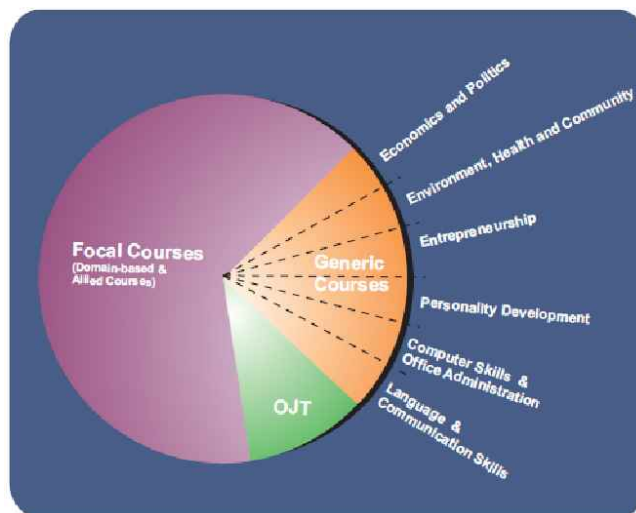
courses and on-job-training (OJT) components. It is intended to allot significant time for on-job-training, which will have defined sequence of activities.

1.7   Credit System

The 'Credit System' has been implemented for all programmes offered by the University. The credit assignment is made depending on the hours of study and hands-on work a student needs to do. The individual courses are assigned credit weight.

1.8   Programme Delivery

The methodology of instruction at TLSU will be different from that of many universities. TLSU believes in offering learner-oriented education. It signifies that you are an active participant in the teaching-learning process. As many of you could be from diverse age and occupational groups, a blended mode of instruction will be made available to facilitate admission and flexibility of study. The blended mode (also called hybrid mode) involves combined use of face-to-face teaching, web-mediated instruction, hands-on work for practical experience and on-job-training for exposure to workplace practices.

TLSU has made significant arrangements for making web-based learning a pleasant exercise. Industrial visits, seminars, conferences, and project work will add to job-oriented educational initiative. TLSU is creating an active base for industry-institution collaboration. The role of visiting faculty, mainly from the industries and industrial associations, will be a vital input in the instruction.

1.9   On-Job-Training (OJT)

Many of the present day graduates are not in a position to transfer knowledge and fit into workplaces after they are employed. To address the gap, on-job-training (OJT) has been recommended. OJT is also known as internship, it means students acquiring workplace knowledge. OJT provides an opportunity to transfer theoretical concepts and practical based knowledge acquired during studies to the context of the workplace.

TLSU proposes to incorporate significant level of OJT. Towards this aim, TLSU will be directing the students to suitable workplaces appropriate with their course work. The purpose is to provide opportunity to observe the employees at work and to perform functions as directed. These two activities could facilitate the students learn by connecting the workplace practices to their course work. OJT helps students in becoming familiar with the workplace practices, behaviour, technology and systems. As a result of this, the students get job-relevant skills and enhanced employability.

1.10 Assessment Scheme

The performance of each student enrolled in a programme will be assessed at the end of each semester. The final result of each course will be determined on the basis of continuous assessment and performance in the semester end examination which will be in the ratio of 30:70 in case of theory courses and 70:30 in laboratory courses (practical).

- **Continuous Internal Assessment -** The examination system of the University is designed to test systematically the student's progress in theory, laboratory, and OJT (field work) through continuous evaluation. Students are given periodical tests, assignments, group assignments, surprise tests, quizzes, practical assignments, project work, presentations, home assignments, seminars, term papers in addition to examination at the end of each semester. The record of the continuous assessment will be maintained by the Department. The final result of each course is calculated on the basis of continuous assessment and performance in the semester end examination.

- **On-Job-Training (OJT) -** This will be jointly supervised, assessed and graded by Faculty Supervisor of TLSU and Mentor of Industry / Corporate.

- **Semester-end Examination -** This will comprise of course wise semester-end written/online examination.

1.11 Semester-wise Registration System

In order to maintain an effective enrollment of students and their progress in their studies, the University has introduced a system of student registration at the beginning of each semester for all the programmes offered on regular basis. A schedule for semester-wise registration will be provided before the commencement of following semester.

1.12 Attendance

Students should attend at least 80% of the classes actually held in each course. Absence on medical reasons should be supported by a certificate which has to be submitted soon after recovery to the respective departments. Absence from classes continuously for more than 10 days shall make the student liable to provide suitable explanation for permission to continuation of his/her studies.

1.13 Discipline among Students

All powers relating to discipline and disciplinary action in relation to students of the University are vested in the Provost. He may delegate all or any of his powers as he deems proper to any of the officers of the University specified by him.

1.14 Ban on ragging in the Campus

Ragging constitutes any of the following acts - [1]

(a) any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;

(b) indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;

(c) asking any student to do any act which such student will not in the ordinary course do 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 fresher or any other student;

(d) any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;

(e) exploiting the services of a fresher or any other student 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 fresher or any other student by 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;

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1   UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009

(h) any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;

(i) any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure orshowing off power, authority or superiority by a student over any fresher or any other student.

As per the orders of the 'Hon'ble Supreme Court of India', if any incident of ragging comes to the notice of the authority of the University, the concerned student should be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the University.

1.15 Committee on violence against Women and Sexual Harassment

TeamLease Skills University is committed to promoting a work environment that ensures that every employee is treated with dignity, respect and equality in the campus. TLSU strive to provide a work environment that is conducive to the personal and professional growth of its employees. The management will not tolerate any form of harassment and is committed to taking all necessary steps to ensure that employees are not subject to any kind of harassment. Specifically, the law guarantees employees the right to employment in a workplace free from sexual harassment and gender discrimination. Similarly for the benefit of women students as suggested by UGC, a committee has been formed with Dean, Students' Welfare, Resident Warden, Women Faculty members, Women Students to combat the menace of violence and sexual harassment against women in the campus.

1.16 Health Centre

The Health Centre of the University caters to basic Out Patient treatment. Specialist Doctors will also be visiting Health Center on specific days and the students can visit Health Center for consultation, if required. At the time of admission every student shall submit a physical fitness certificate and undertaking signed by the parent/guardian to the effect that 'any hospitalization/medical treatment expenses shall be borne by the parents/guardian of the student concerned and the university is not responsible for treating the major diseases/ailment occurred while pursuing studies in the University'.

2.0 Programmes of Study

Admissions are open for the following Programmes for the 2016-17 Session -

2.1 Programmes and Duration

Two Years Associate Degree Programmes*

1	Associate Degree in Finance and Business Operations
2	Associate Degree in Hospitality and Tourism Management (HTM)
3	Associate Degree in IT-Infrastructure Management Services (IT-IMS)
4	Associate Degree in Applied Science [Mechatronics] (MS)

Three Years Bachelor's Degree Programmes

1	B.Com. in Finance and Business Operations (FBO)
2	Bachelor of Business Administration (BBA)
3	B.Sc. in Hospitality and Tourism Management (HTM)
4	B.Sc. in IT-Infrastructure Management Services (IT-IMS)
5	B.Sc. in Applied Science [Mechatronics] (MS)

The Associate Degree Programme is a Two Year of Four Semesters Programme.

The Bachelor's Degree Programmes is a Three Year of Six Semesters Programme.

2.2 Medium of Instruction

The medium of instruction for all the programmes is English, unless otherwise specified for which the medium of instruction is the language specified.

Note *:

(i) In case, any issue arises from UGC for the offer of Associate Degree, alternatively Advanced Diploma will be awarded.

(ii) After Completing Associate Degree Programme (or Advanced Diploma), if a student decide to secure Degree qualification, he/she can contact the University for admission to the third year subject to prevalent curricular conditions and options.

2.3   Fee Structure

Programme Title#	Semester-wise Fee					
	I	II	III	IV	V	VI
B.Com in Finance and Business Operations	10,000	10,000	10,000	10,000	10,000	10,000
Bachelor of Business Administration (BBA)	25,000	25,000	25,000	25,000	25,000	25,000
BSc in Applied Science (Mechatronics)	25,000	25,000	25,000	25,000	25,000	25,000
BSc in IT- Infrastructure Management Services (IMS)	25,000	25,000	25,000	25,000	25,000	25,000
BSc in Hospitality and Tourism Management (HTM)	25,000	25,000	25,000	25,000	25,000	25,000

In addition to Semester Fee, the students are required to pay a refundable caution deposit of Rs.5000/- towards Labs and Library facilities maintenance at the time of Admission.

2.4   Financial Support

The University offers financial assistance to the students for admission to different programmes of study. Brief particulars of the scholarship scheme for 2016 is provided below-

TLSU Scholarship: TLSU Scholarship Scheme is meant for students seeking admission to various programmes of the University during the Admission Session 2016-17. The scheme is open to the students who are in their final year of Higher Secondary Education either from Science, Commerce or Arts stream. The students are required to appear for the Aptitude Test conducted by the University. The final list of eligible students for Scholarship will be announced based on score in 11th Standard and score Aptitude Test. The concession in fee based on score is provided in Table-1. The scholarship scheme is available to the students on first-cum-first-service basis as per the date schedule announced for admission. Total number of seats allotted under each programme for scholarship students is given at Table-2. Any seats fallen vacant under this scholarship scheme will be extended to other students based on 12th pass %age score after the State Board results of 2016.

Table 1: Slab-wise Scholarship Percentages and Concession in Fee

Score Slab (%)	Scholarship (%)				
	BSc. MS	BSc. IT-IMS	BBA	BSc. HTM	B.Com
>=80	100%	100%	100%	100%	100%
>=70 & <80	80%	80%	80%	80%	80%
>=60 & <70	60%	60%	60%	60%	60%
>=50 & <60	40%	40%	40%	40%	40%
>=40 & <50	20%	20%	20%	20%	20%

first four semesters corresponds to Associate Degree. In other words, Semesters I to IV are common for Associate Degree and Degree programmes.

Table 2: Number of Seats permitted for both categories of Students - based on (i) Aptitude Test and (ii) 12th pass %age score after the State Board results of 2016

Score Slab (%)	Scholarship (%)					Total Seats
	BSc. MS	BSc. IT-IMS	BBA	BSc. HTM	B.Com	
>=80	6	6	6	6	6	30
>=70 & <80	10	10	10	10	10	50
>=60 & <70	10	10	10	10	10	50
>=50 & <60	10	10	10	10	10	50
>=40 & <50	24	24	24	24	24	120
Total Seats	60	60	60	60	60	300

2.5   Fee Refund Policy

(1) In the event of a student/candidate withdrawing before the starting of the programme, the waitlisted candidates shall be given a chance for admission against the vacant seat. The entire fee collected from the student, after a deduction of the process fee of not more than Rs.1000/- (rupees One thousand only) shall be refunded and returned by the university.

(2) Should a student leave after joining the programme and if the seat consequently falling vacant has been filled by another candidate by the last date of admission, the university shall return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent & mess charges where applicable.

(3) If a student leaves after joining the programme and if the seat goes vacant by the last date of admission then the student will not be eligible for any refund.

2.6   Department of Commerce & Management

Faculty Profile:

Dr. Anupam Mitra has 22 years of experience out of which 13 years in teaching and 9 years in industry. He has altogether 15 publications in different national and international refereed journals from UK, USA, Ghana, Brazil and India. He has also presented several research papers in national and international conferences. His research interest lies in Banking, Accounting and Taxation, Micro-finance, Stock Market etc.

Dr. Anupam Mitra, M.Com, Ph.D, ICWA, CS (I), UGC-NET, SLET
Associate Professor and HOD

Dr. Ashutosh Sandhe has a total of 18 years of experience out of which 7 years of industry, 3 years as Practicing Company Secretary and 8 years of full time academic experience. He has worked in reputed corporates like Tata Consultancy Services Ltd. He has held various administrative positions in his previous jobs in a highly reputed institute. He has till date published 9 research papers in the area of Marketing Management in peer reviewed International Journals and presented 4 papers in International Conferences. In addition to this, he has participated in numerous national and international conferences, workshops and faculty development programmes.

Dr. Ashutosh Sandhe, M.Com, Ph.D, CS, SAP-ERP
Associate Professor & I/c Dean

Dr. Manoj Sharma has about 9 years of Teaching Experience in the field of Finance & Accounting & 3 years of Industry Experience. He has completed his Ph.D in Business Administration from University of Rajasthan, Jaipur. He has published a book and 6 Research papers in national/ international peer reviewed journals.

Dr. Manoj Sharma, M.Com, MBA, Ph.D
Assistant Professor

2.7(a) B.Com in Finance and Business Operations (FBO)

2.7(b) Associate Degree in Finance and Business Operations (FBO)

Objective of studying Finance & Business Operations from TeamLease Skills University (TLSU) gives you the edge in terms of corporate exposure and acceptance as compared to normal B.Com Graduate. The Programme covers huge range of courses starting from Financial Accounting, Taxation, Management Accounting, Portfolio Management, Business Law, Business Mathematics & Statistics, Entrepreneurship, Tally and above all Life Skills and Job Skills with the help of Business Communications and Personality Development along with on job training.

- This program gives you an exposure to the corporate world during your studies. This program provides comprehensive training to students in the field of Accounting & Finance by way of interaction, projects, presentations, industrial visits, case studies, practical training, and job orientation.

- The Financial and Corporate Accounting covers the theoretical aspects of accounting and Tally ERP cover the practical aspect of accounting. The program also covers the Basic Economics,

Managerial Economics along with Global economy to give a Micro and Macro view of Economy.

- To have dynamism in the program we have programes like Entrepreneurship, Taxation, Banking, Insurance and Security Analysis & Portfolio Management, so that the students can easily be accepted by the BFSI Sector of the country.

- To improve the Life Skills/ Soft Skills, we have Business Communications along with English Communication so that a student can meet the industry expectations. To improve/equip with industry we have focused on Job Skills by including personality Development.

Programme Structure

S#	Semester 1	Credits
1	Business Organization & Systems	4
2	Business Economics	6
3	Business Communication	4
4	Business Mathematics	4
5	Financial Accounting -I	6
6	Tally ERP 9 (Lab)	4
7	English and Communication Skills - I	4
8	Computer Skills and Office Administration-I	4
	Total Credits	**36**

S#	Semester 2	Credits
1	Managerial Economics	4
2	Business Statistics	4
3	Mercantile Law	4
4	Financial Management	4
5	Financial Accounting - II	6
6	Direct & Indirect Tax-I	6
7	Tally ERP - Part II	4
8	Personality Development and Job Skills-I	4
	Total Credits	**36**

S#	Semester 3	Credits
1	Corporate Accounting - I	6
2	Audit Practice	4
3	Cost & Management Accounting	6
4	Company Law	4
5	Management of Financial Services	4
6	Basics of Entrepreneurship-I	4
7	English and Communication Skills-II	4
8	On Job Training (OJT-Skills)	4
	Total Credits	**36**

S#	Semester 5	Credits
1	E-Commerce	4
2	Corporate Accounting - II	6
3	Direct & Indirect Tax II	6
4	Management Information System	4
5	Capital Market Operation	4
6	Corporate Governance & Business Ethics	4
7	English and Communication Skills - III	4
8	Computer Skills and Office Administration-II	4
	Total Credits	**36**

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S#	Semester 4	Credits
1	Environment, Health & Community	4
2	On The Job Training (OJT)	16
	Total Credits	**20**

S#	Semester 6	Credits
1	International Financial Management	6
2	Banking Service Operations	4
3	Risk & Insurance Management	4
4	Security Analysis & Portfolio Management	6
5	Corporate Financial Reporting	4
6	Basics of Entrepreneurship-II	4
7	Personality Development and Job Skills-II	4
8	Computer Skills and Office Administration-III	4
	Total Credits	**36**

Nikita Bhavsar,
B.Com (1st Sem): TLSU is totally different; focus is on skilling the students. The teachers are hardworking, helpful and friendly. It is a university which focuses on training students with knowledge plus skills.

2.8   Job Opportunities post completion of B.Com FBO

A B.Com graduate from TLSU may start their career as an Accounts Manager, Sales Officer (accounts), company Law Assistant, Tally Trainer, Assistant Manager, Accounts Consultant, Financial Manager in companies like Accenture, IBM, TCS, WIPRO, DELL, HP, Convergys, and so on that are constantly in need of commerce graduates for their accounting processes. These companies offer lucrative salaries as well.

2.9   Bachelor of Business Administration (BBA)

In a highly competitive world, it is necessary that a potential employee has the skills required to sustain in industry. There is a great dearth of professionals in every field of finance and marketing.

Financial sector in India is witnessing growth after reforms by the successive governments. Marketing is an important and integral part of any Organisation. Its need is ever increasing in this era of high competition. As a result, there is going to be a demand for professionals in both these sectors. Unfortunately, it is seen that the traditional degree programmes are not well designed to provide industry ready workforce.

With these pointers, TeamLease Skills University (TLSU) is launching a Bachelor Degree Programme called BBA in Finance and BBA in Marketing. Both the programmes are aimed at specific requirements of the industry with inputs from the industry.

It is a 3 year 6 semester programme where the student will undergo summer internship training in industry for a period of 8 weeks. Last two semesters will be totally based on specialization.

The key difference between the BBA offered by TLSU and other similar programmes will be the teaching pedagogy which will be skill based as it will be based on the vision of 'putting India to work'.

Also, summer training for the candidates will be a key factor with the University maintaining very high standards and strict rules for a quality and educative practical training in industry. Not only that, the specialization subjects that are included are after detailed discussion and need analysis from the industry so that the students are industry ready at the end of the degree programme. Inputs will be taken from time to time from industry for making the courses more industry relevant.

The courses in the first two years are also based on careful analysis of skill sets required by students which will help them in their jobs. Thus, the entire BBA Programme is based on the concept of skill development industry ready professionals.

Programme Structure

S#	Semester 1	Credits
1	Business Systems	4
2	Principles of Management	4
3	Financial Accounting	4
4	Micro Economics	4
5	Computer Skills	4
6	Business Mathematics	4
	Total Credits	24

S#	Semester 2	Credits
1	Organizational Behaviour	4
2	Marketing Management	4
3	Financial Management	4
4	Business Laws-I	4
5	Business Statistics	4
6	Macroeconomics	4
	Total Credits	24

S#	Semester 3	Credits
1	Cost Accounting	4
2	Business Communications	4
3	Business Laws-II	4
4	Research Methodology	4
5	Production and Operations Management	4
6	Supply Chain Management	4
	Total Credits	24

S#	Semester 4	Credits
1	Business Strategy	4
2	Human Resource Management	4
3	Business Ethics	4
4	Personality Development	4
5	Internship Training / OJT (2 months)	8
	Total Credits	24

S#	Semester 5	Credits	S#	Semester 6	Credits
1	Entrepreneurship Development	4	1	Management Information System	4
2	Tax Laws / Consumer Behaviour	4	2	International Financial Management/ Advertising & Sales Promotion	4
3	E-Commerce / Retail Management	4	3	Security Analysis & Portfolio Management/Customer Relationship Marketing	4
4	Capital Market Operations / Services Marketing	4	4	Banking Service Operations / Product and Brand Management	4
5	Management of Financial Services / International Marketing	4	5	Risk & Insurance Management / Sales & Distribution Management	4
6	Project Report, Presentation & Viva	4	6	Project Report, Presentation & Viva	4
	Total Credits	24		Total Credits	24

Jay Adesara,
BBA (1st Sem): TLSU has totally a different approach for academic and practical implied courses. I joined TLSU emphasising the word skills. The inclusion of OJT in the academics is a salient feature of TLSU. The teachers have commendable knowledge on subjects they teach.

2.10 Job Opportunities post completion of BBA

The job opportunities in the Finance & Marketing Management segment are huge and multi-fold. The successful BBA graduates from TLSU could foresee positions in the industry such as Accounts Executive, Accountant, Finance Executive, Taxation Executive, Portfolio Consultant, Terminal Agent, Relationship Manager-Retail Banking, Insurance Advisor, Financial Consultants, etc.

2.11 Department of Hospitality and Tourism Management

Faculty Profile:

Versatile professional, with 35 years in the Hospitality industry, 11 year as General Manager and 14 years in the education sector as Director.

A PhD in Tourism & Management and MBA in HR have provided with great inputs of Operational and Administration Skills and conceptualizing of services and products. Member of selection committee (SUBJECT EXPERT) AT BIT, MESRA RANCHI, Bharatiar University, Coimbatore, Anand Institute of Management Studies, and LIC member for Sardar Patel University, Anand, Gujarat.

Dr. Rahul Kanagat, Ph.D
Professor and HOD, I/C Controller of Examinations

Specialist in Accommodation Operations Management & Food Science subjects. Home science graduate with distinction, and Postgraduate, specialized IHM Dadar-Bombay.

Holding a diploma in the field of Interior Designing, and a Master's Degree in Tourism Management, have an Industry experience of more than 12 years with Taj Mahal Hotel, The Surya Hotel, Hotel Siddharth, New Delhi, The Bristol Gurgaon, Babylon Inn Raipur, Bal Samand Lake Palace Jodhpur etc. Entered in Academics to share the experience with upcoming graduates in the field since 2 years.

Anusha Sharma
Academic Associate

Experience of 12 years with 9 years of teaching and 4 years of industry. Three years Diploma in Hospitality Management, Three months course in Advanced European Cuisine, from Indus Institute of Hotel Management and Culinary Arts, Bangalore, Bachelors of Business Administration.

Got the best Entrée Chef award in the chef competition by Chef. GILL corporate chef, ITC held at the Indus Institute of Hotel Management and Culinary Arts.

Doron Pawar
Visiting Faculty

2.12(a) B.Sc. in Hospitality and Tourism Management (HTM)

2.12(b) Associate Degree in Hospitality and Tourism Management (HTM)

A recent survey shows "19 million skilled work force required in India by 2020". The industry is waiting with open arms for hungry, qualified and skilled enthusiasts who are willing to accept challenges. The tourism, hotel and catering industry is constantly on the lookout for professionally qualified and trained youngsters. There is a dearth of talent in hospitality industry, aviation industry, and retail and fast food outlets.

Objectives

- Industrial training for a period of 30 days in the 1st year and 6 months in the 2nd year in Star hotels in India, acquainting the students with the real life exposure along with the state-of-the-art service culture, latest technology which enables them to acquire practical knowledge in areas of management and operation.

- Career in this exciting field of Hospitality and Tourism Management enables and prepares each individual to oversee the everyday operation of Hotel, Resort, Banquet facilities, event planning, food service companies, Aviation, Tours and travels, BPO, Retail, healthcare and to be an Entrepreneur.

- Hospitality is an ideal career opportunity for those who enjoy a people interactive occupation and willing to make a commitment to a service vocation. The challenges & rewards are commensurate and are very promising in the long term.

Programme Structure

S#	Semester 1	Credits
1	Introduction to Lodging and Food Service Industry	02
2	Front Office Operation I	04
3	F & B Service I	04
4	Food Production I	04
5	House Keeping Management I	04
6	Basic Hotel Accounting	02
7	Nutrition	02
8	Computer Application & Skills	04
9	English & Communication Skills	04
	Total Credits	**30**

S#	Semester 2	Credits
1	Principles and Practice of Management	02
2	Front Office Operation II	04
3	Food and Beverage II	04
4	Food Production II	05
5	House Keeping Management II	04
6	Introduction to Tourism and Cultural Heritage of India	03
7	Food Science	02
8	30 days Training	04
9	Personality Development & Job Skills	02
	Total Credits	**30**

S#	Semester 3	Credits
1	IT 22 weeks (OJT)	20
	a. Presentation Skills - 3 weeks	
	b. Viva, Training Report, Log Book,	
	c. Project report	
	d. Performance Appraisal by hotel	
	Total Credits	**20**

S#	Semester 4	Credits
1	Hospitality Supervision	04
2	Accommodation Operation	04
3	Food & Beverage Service III	04
4	Food Production Principals III	04
5	Hospitality Sales and Marketing	04
6	Global Trends & Destination	02
7	Project - Submission of Synopsis	04
8	English & communicative skills	04
	Total Credits	**30**

S#	Semester 5	Credits
1	Facility Management	04
2	Food Processing & Packaging	04
3	Food and Beverage Management	04
4	Food Production IV	04
5	Tourism, Development and Packaging	04
6	Personality Development & Job Skills	04
7	Project, presentation and Viva	04
	Total Credits	**28**

S#	Semester 6	Credits
1	Accommodation Operation - Major	06
2	Entrepreneurship Development	06
3	Food and Beverage Operation - Major	06
4	Food Production - Major	06
5	Club & Resort Management	06
6	English and Communication Skills	04
	Total Credits	**34**

Note Semester 3rd, 4th, 5th & 6th are Tentative subject to BOS approval

2.13   Job Opportunities post completion of BSc.HTM

Post completion of the programme the students may start their career as an Hotel Operations Trainee (HOT), Management Trainee in Hotels like, Taj, ITC, Pride, Accor, Marriot, Fast Food chains as Dominos, Pizza Hut, Mac Donald's. All these organisations offer lucrative salaries as well.

2.14   Department of Information Technology

IT-IMS degree programme at TLSU enables and equips students with competent skill-sets and detailed knowledge of different verticals in the IT infrastructure management sector. The Programme instils in the students, comprehensive technical knowledge in various industry domains viz. system administration, operating system administration, PC troubleshooting and maintenance of server operations, information security, routing and switching administration, networking, core server administration, mail sever administration, infrastructure management tools, systems and network management and wireless network administration.

Objectives

To enable and equip students with competent skill-sets and detailed knowledge of different verticals in the IT infrastructure management sector and help them to take up any technical responsibilities in the industry.

2.15(a)   B.Sc. in IT-Infrastructure Management Services (IT-IMS)

2.15(b)   Associate Degree in IT-Infrastructure Management Services (IT-IMS)

Falguni Ranadive has about 12 years of Teaching Experience in the field of Computer Science and Information Technology. She served as Assistant Professor and as Principal with academic institutions of repute. She has presented/published 9 Research papers in national/ international conferences/peer reviewed journals.

Falguni Ranadive, MCA
Assistant Professor & HOD

Amit Patel has over 5 years of teaching experience in reputed academic institutes. He has worked in the industry for more than 7 years. Total of more than 12 years of experience goes to his credit. He has several publications in the journals of the repute.

Amit Patel, Academic Associate
Master of Computer Applications (MCA)

Jayendra Goswami has over 10 years of experiences in Academic Institutes & Industry. He is dynamic professional with Diploma Engineering along withCCNA, CCNP, MCSA and Exchange Servers' Certifications.

JayendraGoswami, Program Manager

Hardik Shah has over 10 years of Professional experience in the areas of IT Infrastructure Management and Planning along with Asset Management and IT Security Compliance Management.

Hardik Shah, Lab Assistant
Diploma (CSE)

Programme Structure

S#	Semester 1	Credits		S#	Semester 2	Credits
1	Computer Fundamentals-TH	4		1	Windows Server 2012-I-TH	4
2	PC Troubleshooting & Maintenance-TH	4		2	Windows Server 2012-I-PR	2
3	PC Troubleshooting & Maintenance-PR	2		3	Advanced Networking-TH	4
4	Networking Fundamentals-TH	4		4	Advanced Networking-PR	2
5	Networking Fundamentals-PR	2		5	Linux Administration-I-TH	4
6	Operating Systems-TH	4		6	Linux Administration-I-PR	2
7	Operating Systems-PR	2		7	Introduction to IT and Physical Security-TH	4
8	English & Communication Skills-I-TH	4		8	Computer Skills-II-PR	4
9	Computer Skills-I-PR	4		9	Personality Development & Job Skills-I TH	4
	Total Credits	30			**Total Credits**	30

S#	Semester 3	Credits
1	Windows Server 2012-II-TH	4
2	Windows Server 2012-II-PR	2
3	Advanced Routing-TH	4
4	Advanced Routing-PR	2
5	Advanced Switching-TH	4
6	Advanced Switching-PR	2
7	Linux Administration-II-TH	4
8	Linux Administration-II-PR	2
9	English & Communication Skills-II-TH	4
10	Entrepreneurship-TH	2
	Total Credits	**30**

S#	Semester 4	Credits
1	On-Job-Training (OJT)	30
	Total Credits	**30**

S#	Semester 5	Credits
1	Windows Server 2012-III-TH	4
2	Windows Server 2012-III-PR	2
3	Cloud Computing-TH	4
4	Cloud Computing-PR	2
5	Linux Administration-III-TH	4
6	Linux Administration-III-PR	2
7	IT Best Practices-TH	4
8	Principles of Data Center-TH	4
9	English & Communication Skills-III-TH	4
	Total Credits	**30**

S#	Semester 6	Credits
1	Data Base & Warehouse Fundamentals - TH	4
2	Data Base & Warehouse Fundamentals -PR	2
3	Virtualizations-TH	4
4	Virtualizations-PR	2
5	Storage Area Network-TH	4
6	Storage Area Netowrk-PR	2
7	Planning and Troubleshooting : Disaster Recovery - TH	6
8	Personality Development & Job Skills - II	4
	Total Credits	**30**

4, 5 and 6th Semester subject to approval of BOS

2.16 Job Opportunities post completion of BSc. IT-IMS

Upon the completion of IT-IMS Program, the students would be able to excel in their career almost in all industry verticals like Manufacturing (SME/ MSME/ Corporate), IT Industries, Chemical, Pharma, Automobile & Ancillaries, Real Estate, Infrastructure, Constructions, Engineering, Healthcare and Hospitals, Government, Education, BFSI, Media & Publication and many more as,

- Desktop Support Engineer
- Network Support Engineer
- Server Support Engineer
- IT Infrastructure Support Engineer
- IT Engineer
- Service Engineer
- Technical Support Engineer
- Network Engineer
- Network Administrator
- Network Analyst
- IT Officer

2.17 Department of Mechatronics

Faculty Profile:

Mr. Parmar Prashant is Head and Assistant Professor of Mechatronics Department at TeamLease Skills University. He has received his Master degree in Mechatronics from Jawaharlal Nehru Technological University-AP, Bachelor in Mechatronics from G. H. Patel College of Engineering & Technology-Gujarat and Diploma in Mechatronics from B. S. Patel Polytechnic-Gujarat. In his 5 years of teaching experience and has been involved in the areas of Hydraulics & Pneumatics, Programmable Logical Controller, Mechatronics Systems, Robotics, Machine Vision. His other area of interest is Medical Instrumentation, Low Cost Automation, Mechatronics System Design and MEMS. He has published international paper on "Brain Computer Interface: A Review" in IEEE conference proceeding.

Mr. Prashant Parmar, Assistant Professor and HOD, *M.Tech (Mechatronics), B.E. (Mechatronics)*

Mr. Udayan J. Trivedi is working with TeamLease Skills University, Vadodara, Gujarat as Assistant Professor in Mechatronics Department. He has completed his Bachelors of Engineering degree in Electronics and Instrumentation from Rajiv Gandhi Proudyogiki Vishwavidyalaya and Master of Engineering in Electronics Instrumentation and Control from Thapar University Patiala, Punjab. He has experience of working in the state of the art Laboratories like National Physical Laboratory (NPL) New Delhi, DRDE (Defence Research And Development Establishment) Gwalior. He had One international paper in IEEE journal and one international conference Paper. His area of interests are Biomedical Instrumentation, Control Systems and Embedded systems, but not limited to these.

Mr. Udayan Trivedi, Assistant Professor, *ME in Instrumentation & Control, B.E. in Electronics & Instrumentation*

Mr.Dishank S Upadhyay has done his Graduation in Mechatronics Engineering followed by Diploma in Mechatronics with securing Gold Medal. He is good at Designing, Automation and Manufacturing subjects. Right now he is working as an Academic Associate, his strength is interactive teaching with real life examples, understanding and giving practical exposure for each concept. He has published a paper titled "Automated Guided Vehicle System using Arduino" in an International Journal IJERD. He was a part of visiting faculty at UKIERI Project U.K.-India Educational Research Initiative.

Mr. Dishank Upadhyay, Academic Associate, *B.E. in Mechatronics, Diploma in Mechatronics*

Mr. Divyang Jadeja is working as an Academic Associate. He has completed Bachelor of Engineering in Electrical domain with distinction. He has satisfactorily full filled the requirement of the Six Sigma Green Belt Training & Examination For Professional Attainment as a "CERTIFIED SIX SIGMA GREEN BELT". He is pioneer in teaching electrical oriented subjects, which relate to mechatronics domain. Apart from these he is quarantined (active user of Quora), quick learner, team player and effective coordinator.

Mr. Divyang Jadeja, Academic Associate, *B.E. Electrical, Six Sigma Green Belt*

Mr. Joseph Rony is working as a workshop Assistant superintendent in TeamLease Skill University. He is Diploma Mechanical Engineer from GTU Ahmedabad with distinction, with specialisation in FITTER from NCVT and Press tool and Die making from Technical Education Board (TEB) Gandhinagar. He has rich Experience of over 7 years in Industries and over 18 years in Academic.

Mr. Rony Josheph, Workshop Assistant Superintendent, *Diploma in Mechanical*

Mr. Dinesh Parmar is working as laboratory assistant. He has 12 years of industrial experience and 5 years of teaching experience. He has completed Diploma in Electrical Engg. Also have additional specialization in Electronics from ITI.

Mr. Dinesh Parmar, Lab Assistant, *Diploma in Electrical*
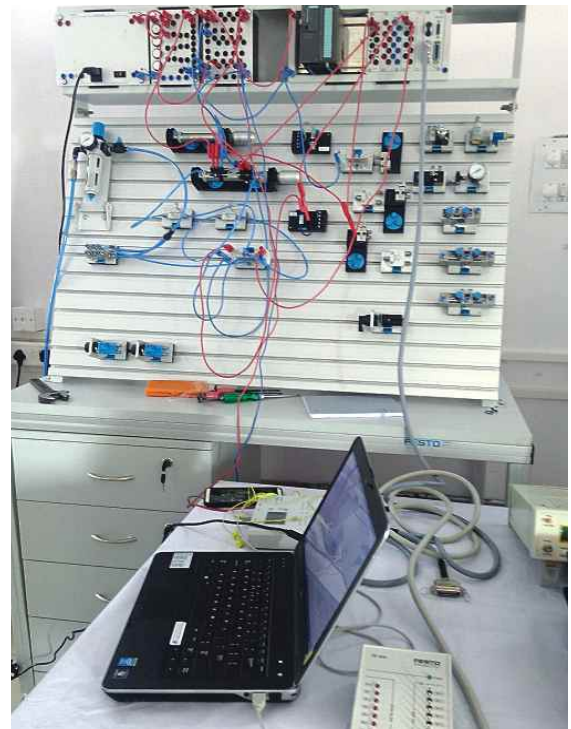
Students Speak

The blended learning mode, web-mediated instructions and hands on practical experience is a new experience for me. The learning experience is interesting and I am happy.

Satish Tiwari
BSc. MS, 1st Semester

Journey of success with TeamLease Skills University is a different story. The Industry relevant curriculum and hands on training on industrial equipment to prepare myself job ready at the end of programme is a wonderful experience.

Parth Shah
BSc MS, 3rd Semester

More emphasis on practical work increased my confidence levels and life skill courses are helping me to groom my personality to become an accomplished individual.

Krunal Patel
BSc. MS, 3rd Semester

2.18(a) B.Sc. in Applied Science (Mechatronics)

## 2.18(b) Associate Degree in Applied Science (Mechatronics)

Mechatronics is the multidisciplinary field of engineering with synergetic combination of Mechanical Engineering, Electronics Engineering, Computer Engineering, Electrical Engineering, Software Engineering and system design engineering. The Modern industries and service sectors require professionals with multi-disciplinary technical expertise as the machines and automation involve all above engineering aspects.

Mechatronics can be defined as "A synergetic integration of mechanics, electronics, control theory and computer science within product design and manufacturing, in order to improve and develop its functionality. The "Mechatronics" word was created by Mr. Tetsuro Mori, who was an engineer of Yaskwa Electrical Corporation, Japan.

Mechatronics takes full advantage of microelectronics and computer science to remove mechanical component while improving its functional performance and accuracy to the peak level. Mechatronics strengthening industry with the new fusion of all technology in the areas of aerospace, food processing, aviation, robotics, communication, transportation, medicine, smart farming, pharmaceutical, medical instrumentation, automation in process plants and discrete manufacturing etc.

Objectives

- Graduates capable of presenting self as a multidisciplinary engineer with sound fundamental knowledge.
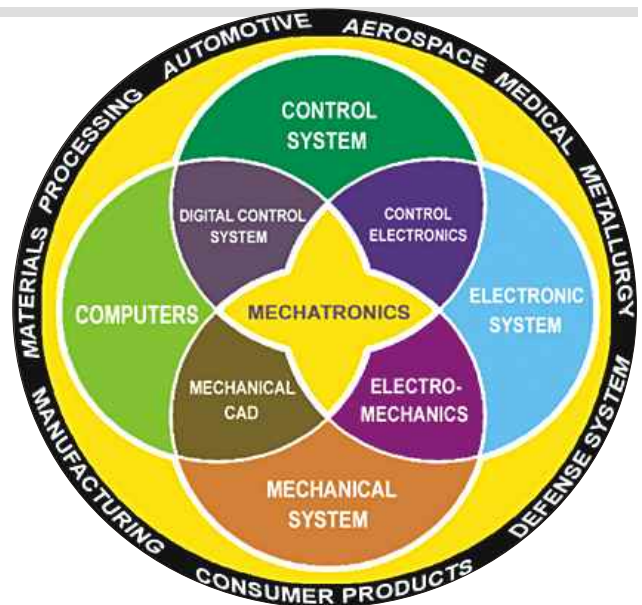
- Graduates who engage in life-long learning as demonstrated through career advancement.

- Work and communicate effectively in the professional environment in individual and group situation with oral, written and graphical proficiency.

- Having affection for society and human being, understand the ethical responsibility for the global environment.

- Analyse the system for optimum utilization as well as translate customer requirement by integrating multiple engineering fields.

- Be able to design, analyse, and test intelligent products and processes that incorporate suitable computers, sensors, electronics, and actuators.

Programme Structure

S#	Semester 1	Credits
1	Mathematics	4
2	Manufacturing Techniques-I	4
3	Manufacturing Techniques-I Practical	4
4	Fundamental of Mechanical	4
5	Fundamental of Electronics	4
6	Fundamental of Electronics Practical	4
7	Computer Aided Drafting Practical	4
8	English & Communication Skills-1	4
9	Computer & Office Administration-1	4
	Total Credits	**36**

S#	Semester 2	Credits
1	Fundamental of Fluid Mechanics and Heat Transfer	4
2	Manufacturing Techniques-II	4
3	Manufacturing Techniques-II Practical	4
4	Fundamental of Electrical	4
5	Fundamental of Electrical Practical	4
6	Analog & Digital Electronics	4
7	Analog & Digital Electronics Practical	4
8	Computer Programming	4
9	Personality Development & Job Skills-I	4
	Total Credits	**36**

S#	Semester 3	Credits
1	Plant Maintenance and Safety	4
2	Machine Element Design	4
3	Machine Element Design Practical	4
4	Computer Numerical Control	4
5	Computer Numerical Control Practical	4
6	Electrical Drives and Control	4
7	Electrical Drives and Control Practical	4
8	Basics of Entrepreneurship-I	4
9	English & Communication Skills-II	4
	Total Credits	**36**

S#	Semester 4	Credits
1	On Job Training / In House Project and report writing	20
	Total Credits	**20**

S#	Semester 5	Credits		S#	Semester 6	Credits
1	Automated Manufacturing	4		1	Manufacturing Planning and Scheduling Principle	4
2	Programmable Logic Controller	4		2	Robotics	4
3	Programmable Logic Controller Practical	4		3	Robotics Practical	4
4	Advanced Hydraulics and Pneumatics System	4		4	Control System	4
5	Advanced Hydraulics and Pneumatics System Practical	4		5	Control System Practical	4
6	Microcontroller	4		6	Advanced Microcontroller	4
7	Microcontroller Practical	4		7	Advanced Microcontroller Practical	4
8	English & Communication Skills-III	4		8	Basics of Entrepreneurship-II	4
9	Computer Skills & Office Administration-II	4		9	Personality Development & Job skill-II	4
	Total Credits	**36**			**Total Credits**	**36**

2.19 Job Opportunities post completion of B.Sc. MS

- Mechanical equipment and product manufacturing e.g. automotive, pumps, machine tools, refrigeration and air-conditioning etc.

- Automation & Robotics

- Avionics and Aerospace

- Chemical process industries

- Pharmaceutical process plant

- Service industries like auto-repairs, telecom equipment maintenance, electronic and computer equipment maintenance etc.

- Engineering Project Companies

- Transportation and Logistics

- Food processing

- MEMS, Nano-Technology

2.20 Department of Life Skills

Faculty Profile:

Ms. Hiral Joseph Macwan, is an Academic Associate in the Department of Life Skills. She has 17 years of teaching experience (out of which three years as the Chief Coordinator and 6 years as a Principal in charge. She has attended many seminars and presented papers. She has published nine papers in international journals. She has complete M.Phil in English and pursuing her Ph.D. She has got excellent academic record since schooling and stood second in M.A. (Final) at Sardar Patel University, Vidhyanagar and received gold medal at the graduate level for securing first rank.

Ms. Hiral Joseph Macwan, Academic Associate
M.Phil, MA

Ms. Ashwini Joshi is an Academic Associate in the Department of Life Skills since July 2015. She has 3 years of teaching experience and 3 years of industry experience.

Ms. Ashwini Joshi, Academic Associate
MBA, B.Com

Ms. Pushpita Chatterjee is a faculty in the Department of Life Skills since July 2015. She has 4 years teaching experience and one year in media research.

Ms. Pushpita Chatterjee, Student Co-ordinator
B.Com, Diploma in Aviation Industry, Hospitality, Travel & Tourism Industry

Life Skill Courses

'You can't manage others until you can manage yourself'

The subject; LIFE SKILLS, inculcates personal development, effective communication and career management. The domain is about skills that one must fine-tune in order for his/her life to work better. Life skills help to explore abilities, skills, values, concepts, new thoughts, and ways of being and behaviours that are necessary to maximize personal and professional potentials. Life skills are skills for effective networking. The subject Life skills is devoted to the process of developing close personal and business relationships that work.

Effective communication and interpersonal skills are crucial to increase employment marketability and to compete successfully in the business environment. The real key for being a successful person is one's ability to put the domain knowledge into effective practice. In this context, soft skills have a crucial role to play. If one knows how to deal with people at emotional level (peers, subordinates, superiors, clients, suppliers, etc.) through Emotional Intelligence, he/she can build and sustain effective relationships that will result in mutual gain.

Objectives

By the end of life skills courses, students will be able to -

- Understand the various components of life skills and their importance in personal and professional life.

- Listen, speak and understand English Language

- Remove stage fear and stand in front of the class

- Develop knowledge, understanding and skills in order to

  - Develop a Healthy Lifestyle: Personal Hygiene, Nutrition, Dressing sense

  - Develop positive social skills and etiquettes

  - Communicate through speaking, listening, reading and writing

- Use language to shape and make meaning according to purpose and context in daily life and in the professional set up

- Become self-confident by learning inter-personal skills, team management skills and leadership skills

- Learn Employment Seeking & Job Interview Skills

- Develop positive Work Ethics.

- Develop all round personality with broad career plans.

- Understand the social and environmental issues and their implications.

Instructional Methodology

The training for life skills is conducted in a very informal, interesting, and interactive manner, which gives ample scope for you to interact and face a wide variety of issues, topics and situations that you are likely to come across in your professional life.

- The subject Life skills makes you to understand the concepts with clarity as the input gives emphasis on practical orientation. Activities given are an added advantage.

- Learning in life skills involves developing assertiveness and attributes. It also involves fine tuning of communication skills to express ideas and thoughts well.

- Teaching methods in life skills include lectures, projects, role plays, Group activity, assignment, presentation, projection, event management, wall magazine, and interaction with recourse persons, online tests and various participatory sessions.

- The focus is on 'learning by doing'. Since the methods used are experiential and interactive, you will imbibe the skills gradually over a period of time.

English & Communication Skills

- Effective speaking skills
- Listening skills
- General knowledge
- Writing/reading skills
- E- Mail /telephone etiquettes
- Grammar for personal and professional use

Personality Development & Job Skills

- Self-Grooming and personal hygiene
- Non Verbal Communication
- Goal Setting
- Motivation
- Time Management
- Leadership

- Group Dynamics
- Interview skills
- Community Interaction

Through the curriculum of Soft Skills, we are here to help you by breaking your journey into achievable steps and giving you practical tips and methods for passing the milestones of life, along the way.

'It all starts with belief……………….. If you think you can, YOU WILL'

3.0 Eligibility and Criteria for Admission

3.1 Eligibility

(1) The applicants who have passed the Higher Secondary Examination, 10+2 or its equivalent course (HSC/Pre-University Course) are eligible to apply to the Associate Degree / Bachelor's Degree Programme.

(2) The applicants who have passed the 10th Standard + 2 Years of ITI Course are eligible to apply to the Associate Degree / Bachelor's Degree Programme.

(3) The applicants who have appeared for their final year examination of 12th Standard or its equivalent or 2nd Year of ITI after 10th Standard and expecting results and certificates before 31st July 2016 may also apply. However, the applicant should produce all the relevant documents in original at the time of seeking admission.

The programme-wise eligibility requirement within the Departments is as given below:

S#	Department & Programme	For HSC Pass-outs	For ITI Pass-outs* (Certified by GCVT or NCVT from Gujarat, Daman, Diu and Dadra Nagar Haveli see Note below)
1	Commerce & Management • B.Com • BBA	12th Standard from Gujarat State Board or any other State Board / Central Board - from any stream	–
2	Mechatronics • B.Sc. (MS)	12th Standard from Gujarat State Board or any other State Board / Central Board - from Science (with Mathematics, Physics & Chemistry subjects)	Completion of 2 Year Trade after 10th Standard from Gujarat State Board or any other State Board / Central Board - from any trade
3	Information Technology • B.Sc. (IT-IMS)	12th Standard from Gujarat State Board or any other State Board / Central Board - from any stream	Completion of 2 Year Trade after 10th Standard from Gujarat State Board or any other State Board / Central Board - from any trade
4	Hospitality and Tourism Management • B.Sc. (HTM)	12th Standard from Gujarat State Board or any other State Board / Central Board - from any stream	–

* Note: As per the Government Order No. M.S.B./1211/590/Ch Dated 02/06/2011, any candidates who has completed two or more years of GCVT / NCVT trade at ITI after 10th Std. are considered equivalent to 12th Std.

Instructions for Determining Eligibility to Apply

(1) Marks of the Higher Secondary Examination, 10+2 or its equivalent course (HSC/Pre-University Course/10+2 Years of ITI) pursued by the applicant will be taken for determining his/her eligibility.

(2) In case it is found that the information furnished by an Applicant is incorrect or misleading or ineligibility being detected before or after the selection process/ admission, his/her candidature will be cancelled without giving reasons thereof.

3.2 Criteria for Admission

Admission to the University is open to all who fulfill the prescribed qualifications without any distinction of race, caste, creed, language or sex. The selection is made strictly on the basis of merit.

3.2.1 Application Form Purchase and Submission Details

Three options are available for obtaining the Application Form. The Prospectus (containing Application Form) can be obtained

Option I: In Person - The Prospectus can be purchased directly from TLSU Campus by paying non-refundable deposit of Rs.100/- (Rupees One Hundred Only) by cash or DD.

Option II: Download from University website - The Prospectus and Application Form can be downloaded from university website www.teamleaseuniversity.org. Alternatively the filled up Application Form can be sent to "The Admission Section, TeamLease Skills University, ITC Building, ITI Campus, Opp. Army Canteen, Tarsali, Vadodara - 390 009, Gujarat" through post / courier along with a DD for Rs.100/- (Rupees One Hundred Only). The details of drawing the demand draft are given in Section 3.2.2.

Option III: Through Courier/Post - The applicants can send a request letter along with Demand Draft (DD) for Rs.150/- (Rupees One Hundred Fifty Only) asking for Prospectus & Application Form to the address of 'The Admission Section, TeamLease Skills University, ITC Building, ITI Campus, Opp. Army Canteen, Tarsali, Vadodara - 390 009, Gujarat'. The details for the preparation of demand draft are provided under section 2.3.2. The request letter should contain full name and address and a contact phone or mobile number of the applicant. Requests coming without a DD and or without a proper address will not be accepted.

3.2.2 Procedure for drawing a Demand Draft (DD)

The DD can be drawn from any branch of State Bank of India/Any Nationalized Bank/ICICI Bank/Axis Bank/HDFC Bank in favour of 'The Registrar, TeamLease Skills University', payable at Vadodara.

The completed Application Form along with the self-attested copies of relevant certificates, mark sheets can be submitted either in person at TLSU Campus or send by post/courier addressed to 'The Admission Section, TeamLease Skills University, ITC Building, ITI Campus, Opp. Army Canteen, Tarsali, Vadodara - 390 009, Gujarat'.

3.3 General

Before filling the Application Form, candidates are advised to read the instructions carefully and complete the form accordingly, incomplete form is liable for rejection without assigning any reasons. The last date for receiving the completed applications for admissions Session 2016-17 is 30th June 2016.

Some Important Details

- Application Fee paid by the applicants is not refundable under any circumstances.

- The applicant should be careful to provide all details as required in the Application Form; otherwise, incomplete application forms will be rejected.

- The applicants are advised to adhere to the dates mentioned in 'Important Dates' table.

- Subject to availability of seats, Admission Committee of TLSU may decide to accept the Application Form up to a specified date. Information on this will be made available at TLSU website and its notice board at campus.

3.4 Selection List & Admission Formalities

Selection to all the programmes of TeamLease Skills University will be on first-cum-first-service basis. The decision of the Admission Committee of TLSU is final in relation to offer of admission based on the Applications received.

3.5 Jurisdiction

All disputes are subject to Vadodara Jurisdiction, only.

IMPORTANT DATES

1	Start date of Issue of Prospectus and Application Form	1st February 2016
2	Last date for Issue of Prospectus and Application Form	30th May 2016
3	Last date for Submission of duly filled in Application Form (by hand or through Post/Courier)	30th June 2016
4	Provisional Admission Commencement Date	2nd March 2016
5	Admissions Commencement	1st June - 15th July 2016
6	Academic Session Commencement	1st August 2016

Students Speak

I, Kamal Joshi, from Agra, have joined the program of Hospitality Management in August 2015 and found that this University is different from other universities. High discipline standards, with proper dress code, and overall care for each student is the speciality of this university. Faculty members are ready to help and guide in every possible way starting from my personal development to detailed subject knowledge with lots of practical exposure. I am very happy to be associated with this University.

I, Priya Patel, from Lunavada, have joined Hospitality Management program in August 2015 and I know that I have taken the right decision of joining the best place of study. It is different from other places where my friends are studying. We have a good dress code, by which my personality looks better. The teaching methods are different here, I learn by doing and so I understand properly, though I am from Gujarati medium. I am very happy in TLSU.
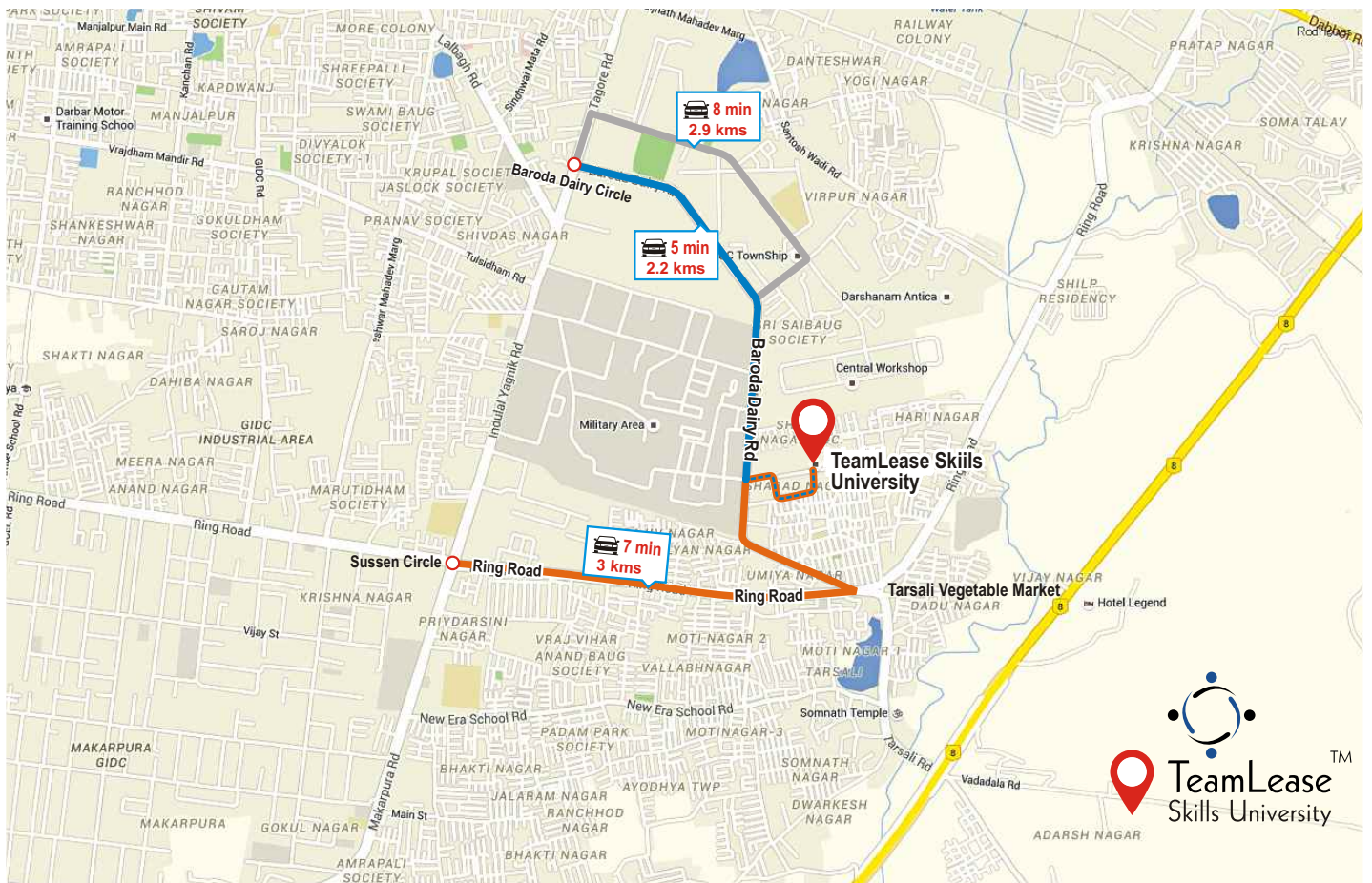
I, Hardik Waghela, student of Hospitality Management at TLSU, have gained a lot of confidence in me after joining this University in August. I have improved my expression skills and I can communicate in English and gained confidence now. Due to very good dress code, I can admire myself. I have learnt to be punctual to a very high extent due to high disciplinary rules followed in our department. I am very happy here and would like to suggest all my juniors interested in this field to join only TLSU for better education.

My name is **Mrunal Bhatia** from Hospitality Department of TeamLease Skills University, Vadodara. The university has provided us dress code which looks so attractive, compared to other Colleges. Faculties of our university are so friendly with good teaching skills. The University aims to offer the best possible environment and learning experience to encourage students to perform to their full potential. University provides us with the opportunity to comment on the quality of their learning experiences.

Route Map

8 min 2.9 kms
5 min 2.2 kms
7 min 3 kms

Baroda Dairy Circle

Baroda Dairy Rd

TeamLease Skiils University

Sussen Circle · Ring Road

Ring Road

Tarsali Vegetable Market

TeamLease
Skills University

TeamLease Skills University
(A Private University established by an Act of State Legislature)

University's Official Address
TeamLease Skills University
ITC Building, ITI Campus,
Opp. Army Canteen, Tarsali,
VADODARA - 390 009, Gujarat.

University Contact No.: +91-265-3309 100
Toll Free No.: 1800-233-8578

email: admission@teamleaseuniversity.org
University website: www.teamleaseuniversity.org