BSSITM
AKTU 648 BTE 2289
BABU SUNDER SINGH INSTITUTE OF TECHNOLOGY & MANAGEMENT
(Approved By AICTE, Govt. of India & Affiliated to AKTU, BTE Lucknow)
NH-24B, Raebarely Road, Nigohan, Lucknow (U.P.) - 226302
Tel. : +91 7897462222, 7897472222, www.bssitm.com, Email : info@bssitm.com

NOTICE

All Heads of Departments, In-charges (Diploma, BCA & MBA), Accountant, COE and Registrar are requested to be present in the Conference Hall at 1:20 PM for a discussion on the following matters:

1. Compliance and updation regarding non-registered students for the Academic Session 2026–27.
2. Syllabus Completion Status for the First Sessional Test, Odd Semester 2026.
3. Preponement of the First Sessional Test, Odd Semester 2026.
4. Registration for the Russian Language Training Programme.

(Member Secretary, IAC)

Office of Dean Academic Affairs
BSSITM, Nigohan, Lucknow (U.P.)

BSSITM/DAA/2026-27/IAC-07

Date: 07/09/2026

Copy forwarded for information, necessary action and records:

- Hon'ble Chairman for kind information
- Hon'ble Chairperson for kind information
- Director General BSSGI
- Director
- Controller of the Examination
- All the hods (CSE, IT, AI&ML, ME, EE, ECE, CE & AGE)
- In-charge (Diploma, BCA & MBA)
- Accountant
- In-Charge Website
- Registrar
- Guard File

07/9/2026
(Member Secretary, IAC)

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Ref. No:

Date: 7.9.26

Attendance

Attendance of meeting Held for Compliance of non-registered student, Syllabus completion status, Preponement of I sessional & Registration of Russian Language Training.

S.N	Name	Designation	Deptt.	e.mail ID	Mobile.No	Signature
1	Prof(Dr) KK Singh	DG			7007014419	KKSingh
2	Dr. Arun Kr. Singh	DIRECTOR				ASingh
3	Dr. Amit K. Srivastava	D.A.A.	ASH	dean@bssitm.ac.in	7607003753	07/09/26 7/9/26
5	Dr. Suyogita Singh	HOD IT	IT	HodIT@bssitm@gmail.com	7985500829	[illegible]
6	Tripemkanji	HOD, ASH	ASH	hodash2024@gmail.com	7068016661	7/09/26
7	Er. Prashant Pandey	HOD, EE&EC	EE&EC	echodbssitm@gmail.com	9450660656	07/09/26
8	Er. Hira Singh	HOD(CSE)	CSE	hodcse@bssitm.ac.in	9616476482	7/9/26
9	Avaneendra Kumar	AO	Account	bssgifinance01@gmail.com	8400889840	07/09/26
10	Er. Pankaj Kumar	HOD	Agricl. Engg.	hodag@bssitm.ac.in	8808767759	[illegible]
11	S. Bhadra	HOD in charge	Mgmt (MBA)	sbhadramits@gmail.com	9696180300	[illegible]
12	Mr Pradeep Kumar	COORDINATOR	BCA	hbH.pradeep18@gmail	7786857686	[illegible]
13	Er. Amit Ky Yadav	HOD/Mentor	ME/AH	hodme@bssitm.ac.in	8188054531	[illegible]
14	Er. Atul Verma	Dip Incharge	ME	Diplomo Bssitm@ac.in	6393557850	[illegible]
15	Dr. Dharmendra Singh	HOD, AIML	AIML	HodAIML bssitm@gmail	9555652170	[illegible]
16	Er. Abhishek Singh	Registrar	ME	registrar@bssitm.ac.in	7897472222	ASingh
17	Er. Vishwajit	HOD(CE)	CE	bssitmhodce@gmail.com	8090567795	[illegible]
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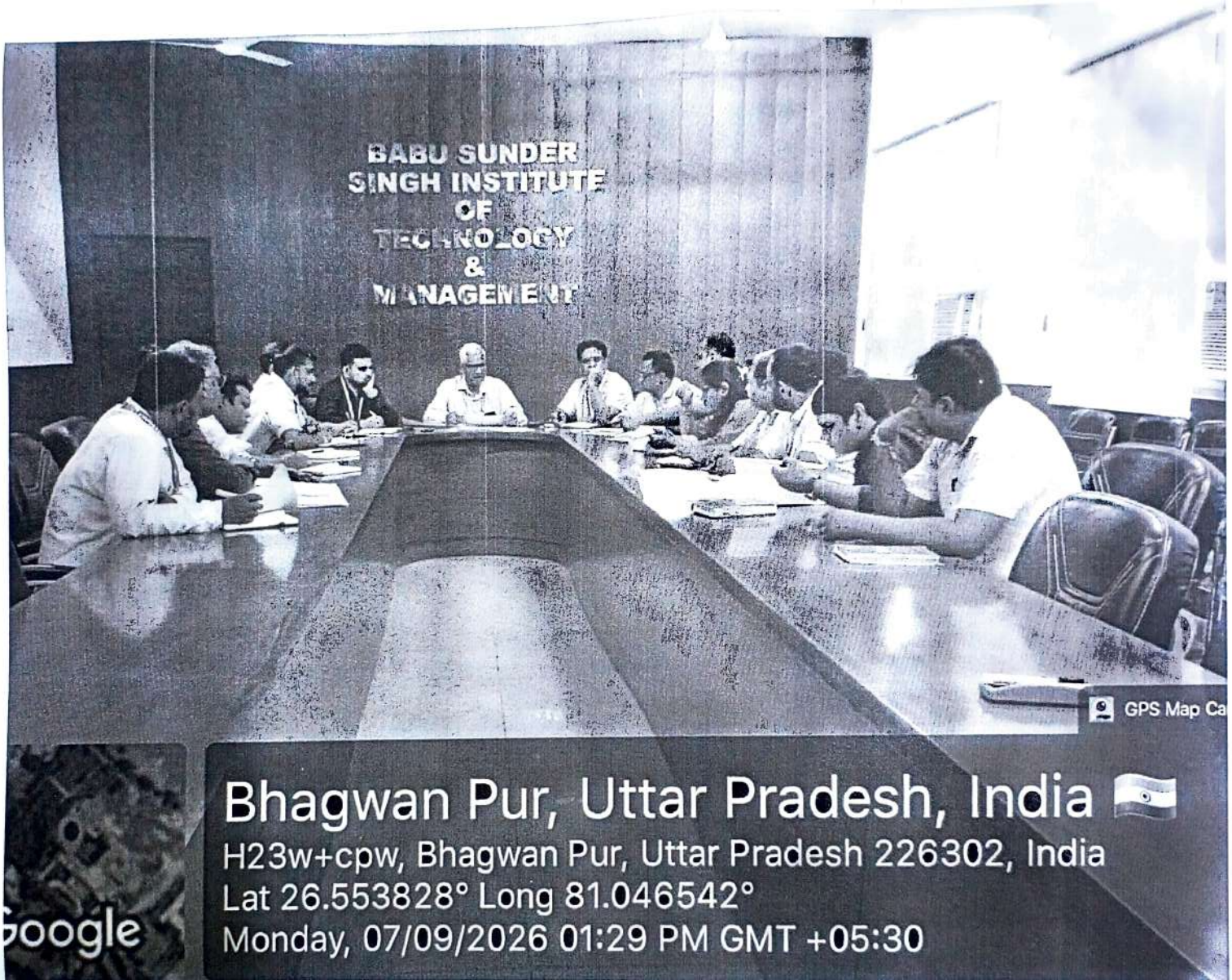
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SINGH INSTITUTE
OF
TECHNOLOGY
&
MANAGEMENT
GPS Map Ca
Bhagwan Pur, Uttar Pradesh, India
H23w+cpw, Bhagwan Pur, Uttar Pradesh 226302, India
Lat 26.553828° Long 81.046542°
Monday, 07/09/2026 01:29 PM GMT +05:30
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Minutes of Meeting

A meeting was held in the Conference Hall at 1:20 PM with the Heads of Departments, In-charges (Diploma, BCA & MBA), Accountant, Controller of Examinations (COE), Registrar, Dean Academic Affairs, Director and Director General to discuss on the following matters:

1. Compliance and updation regarding non-registered students for the Academic Session: 2026–27.
2. Syllabus Completion Status for the First Sessional Test, Odd Semester 2026.
3. Preponement of the First Sessional Test, Odd Semester 2026.
4. Registration for the Russian Language Training Programme.

Following members were present in the meeting :

S. No.	Name	S. No.	Name
1	Prof. (Dr.) K.K. Singh, Special Invitee	9	Mr. S. Bhadra, Incharge, MBA
2	Prof. (Dr.) Arun Kumar Singh, Special Invitee	10	Mr. Pradeep Kumar, Incharge, BCA
3	Dr. Amit Kumar Srivastava, Dean Academic Affairs and Convener	11	Er. Amit Kumar Yadav, HOD, ME
4	Dr. Suyogita Singh, HOD, IT	12	Er. Atul Verma, Incharge, Diploma
5	Mr. Tripesh Tiwari, HOD, ASH	13	Dr. Dharmendra Singh, HOD, AIML
6	Er. Hira Singh Yadav, HOD, CSE	14	Er. Abhishek Singh, Registrar
7	Mr. Avaneendra Kumar, Accountant	15	Er. Vishavjeet, HOD, CE
8	Er. Pankaj Kumar, HOD, AG	16	Er. Prashant Pandey, HOD, EE & ECE and Member Secretary

During the meeting following points were discussed and resolved:

Point No. 1: Compliance and Updation of Non-Registered Students:

The members discussed the status of non-registered students for the Academic Session: 2026–27. The Director General has provided the list of non-registered students to the respective Heads of Departments/In-charges for necessary action. All Heads of Departments and In-charges were directed to verify the list, ensure the necessary compliance and updation of records, and call and council the concerned students for registration immediately.

Point No. 2: Syllabus Completion Status for First Sessional Test:

The Heads of Departments/In-charges were instructed to review the syllabus covered in their respective departments/programmes and submit the Syllabus Completion Report for the First Sessional Test, Odd Semester 2026, to Dean's Office by 11 September 2026, positively. They were also advised to ensure that the prescribed syllabus is completed well in time for the Test.

Point No. 3: Preponement of First Sessional Test:

In view of the proposed Russian Language Training Programme, scheduled to be conducted from 21 September 2026 to 02 October 2026, the members were informed that the First Sessional Test, Odd Semester 2026, has been preponed to 17–19 September 2026. Accordingly, all departments were directed to make the necessary arrangements and ensure the timely completion of all test-related preparations.

It was further decided that the question papers for the First Sessional Test must be submitted by 14 September 2026 positively. The COE and all Heads of Departments/In-charges were requested to ensure strict compliance with the prescribed timeline and timely submission of the question papers.

In case of the Diploma Programme, the question papers shall be sent to the In-charge, Diploma, through e-mail at diploma@bssitm.ac.in within the stipulated deadline.

Point No. 4: Registration for Russian Language Training Programme:

The members discussed the registration process for the Russian Language Training Programme (21-09-2026 to 2-10-2026). It was decided that student registration for the programme will be conducted on 17 and 18 September 2026.

All Heads of Departments and In-charges were requested to encourage eligible/interested students, staffs and faculties to participate in the programme and ensure timely completion of the registration process. The consolidated registration details shall be submitted to the Dean's Office by 19 September 2026.

The meeting ended with a vote of thanks to the Chair.

(Member Secretary, IAC)

Office of Dean Academic Affairs
BSSITM, Nigohan, Lucknow (U.P.)

BSSITM/DAA/2026-27/IAC- 08

Date: 07/09/2026

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RUSSIAN LANGUAGE LEARNING REGISTRATION FORM FOR STUDENTS

Name: ....

Father's Name: ....

Course: ..... Year: .....Semester:.....

Branch: .....

Address for Correspondence:

.....

.....

.....PIN:.....

Mobile No: ..... Email id: .....

Date of Birth: ..... Aadhaar No. : .....

Gender: ..... Language Known: .....

Additional Information:

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I HEREBY STATE THAT ALL THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

Signature of Applicant

Recommended/Not Recommended

Approved/Not Approved

Head of the Department

Director

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RUSSIAN LANGUAGE LEARNING REGISTRATION FORM FOR FACULTY & STAFF

Name: ..... Designation: .....

Father's Name: ..... Date of Joining: .....

Highest Qualification: .....

Department: .....

Address for Correspondence:

.....

.....

.....PIN:.....

Mobile No: ..... Email id: .....

Date of Birth: ..... Aadhaar No.: .....

Gender: ..... Language Known: .....

Additional Information:

.....

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I HEREBY STATE THAT ALL THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

Signature of Applicant

Recommended/Not Recommended

Approved/Not Approved

Head of the Department

Director