



SHILLONG CAMPUS

STUDENT HANDBOOK 2018

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, Shillong
A Premier Institute of Design, Management & Technology
A statutory institute under the NIFT Act, 2006.
Ministry of Textiles, Govt of India

STUDENT HANDBOOK



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Advisory committee

Director: Prof. Monika Aggarwal

Jt. Director (I/c) & Deputy Director (F&A): Mr. Mrinal Sajwan

WELCOME NOTE



Prof. Monika Aggarwal
Director NIFT, Shillong
Dear students,

A very warm welcome to NIFT Shillong Campus, the hub of creativity and innovation. Your entry to this prestigious institute indicates that you are one of the best talents in this creative field.

Today you are embarking a journey for your professional life.

If you plunge into it wholeheartedly I assure you that the time you are going to spend in NIFT is going to be enriching and fulfilling.

This will be the best time in your life to read some of the great literature, ask all possible questions, Learn from mistakes, explore new ideas, accept the challenges and enlarge your social circle.

NIFT education is much more than your career building, I encourage you to participate in student activities and find your passion. What we hope of you here is that you take full advantage of NIFT's environment and each activity you get involved in, with excellent, dedicated & highly trained faculty and staff members.

We look forward to working together to fulfill the Vision of center of excellence.

Pathways aims to build and nurture a community of thinking, compassionate world citizens, who are committed to living with responsibility, learning with enthusiasm and balancing a strong work ethos with a sense of play.

It is our objective to ensure that in a safe, tranquil, stimulating and intellectually challenging environment, all students shall have ample opportunity to:

- Imbibe universal values;
- Identify and fulfill academic, cultural, sporting and social potential through multiple paths to learning;
- Acquire habits of curiosity, reflection, mental flexibility, independence and self-discipline;
- Attain skills and attitudes for life in a rapidly changing world;
- Develop a respect and concern towards the environment;
- Maintain openness and respect in the face of racial, cultural, religious and linguistic diversity.

How to reach Shillong

There is a small airport at Umroi, about 35 km from Shillong. At present, Air India operates with ATR42 type of aircraft on this route. Buses / Taxis are available from Shillong to Umroi and back.

National Highway 40, an all-weather road, connects Shillong with Guwahati. State's Transport Corporation and private transport operators have services to various places in Meghalaya and to neighbouring states. Meghalaya Transport Corporation (MTC) and Assam State Transport Corporation (ASTC) operates bus services from Shillong to Guwahati to Shillong from 0600 hours to 1700 hours daily. Tourist Taxis, Tata Sumo Taxis, Tourist coaches are also available for travel between Shillong to Guwahati and vice-versa.

ABOUT SHILLONG



Meghalaya emerged as a full-fledged State within the Union of India on 21st January 1972.

'Meghalaya' meaning 'abode of clouds' reflects the salubrity of its climate. The wettest places in the world are also located here. The State has an area of 22429 sq. km. and is located between 24°57' and 26°10' North latitudes and 89°46' and 92°53' East longitudes. The temperature varies from 2 degrees Celsius to 35 degree Celsius depending upon the altitude which varies in hills from 300 metres to 2000 metres above mean sea level. It has predominantly hilly terrain with foothills as plains and flood-prone areas.



ABOUT SHILLONG



Public transport in Shillong



By Buses:-

For places within city limits, city buses are good options.

There are two kinds of buses that pass from Shillong - city bus and bazaar bus. City buses are what tourists should use. Bazaar buses are for villagers coming to Shillong to sell their products. Most of times they carry vegetables, fruit, poultry, etc, along with people. City buses are notoriously slow. Drivers move their buses from the bus-stop only when the bus gets packed or another bus arrives.

Many times you will find that walking will take you earlier to your destination.

By Taxi :-

Black and yellow un-metered shared taxis ply within city limits. These are faster and are always shared; rates may vary from INR 10 to INR 50 maximum. Being shared taxis, drivers often pick up additional passengers en route to the same destination, in order to make a better fare. If one decides to negotiate the "hire" of a taxi, however, the driver will not pick up any more passengers (or stop roadside to find more) but the fare will be significantly higher than if one had just hailed the taxi as it passed by.

For sightseeing it is a good idea to hire a taxi cab for full day. The fares should be fixed before travel. Hotel staff will be able to give you an idea of reasonable rate.

ADDITIONAL INFORMATION ABOUT SHILLONG HOTELS



HOTEL POLO TOWERS

Polo Ground, Shillong
Contact No. 0364 2222341, 2222342
e-mail: enquiry@hotelpolotowers.com
Website: www.hotelpolotowers.com



Hotel Knight Inn

K.L Complex, near SBI, opp NEEPCO,
Demseiniong, Shillong
Contact No. +91 364-2502289, 2504289
Website: www.hotelknightinnshillong.com

POLICE STATION



Pasteur Beat House

Lawmali, Shillong 793001

POST OFFICE



Shillong G.P.O

Police Bazar
Shillong- 793001
Phone:- 022 27747740

GOOD PLACES IN SHILLONG



Lady Hydari Park

Laban, Shillong
Meghalaya 793004



Shillong Golf Course

Golf Link, Shillong
Meghalaya 793001



Wards Lake

Police Bazar, Shillong
Meghalaya 793001



NIFT SHILLONG INTRODUCTION



The Shillong Centre of the National Institute of Fashion Technology was formally inaugurated on 11th July 2008. It commenced functioning from the academic session 2008-09 with two Departments, namely, Fashion Design and and Fashion & Lifestyle Accessories Department .

Presently NIFT Shillong has three namely:



1. Fashion Design Department (FD)
2. Fashion and Lifestyle Accessory Design Department (F&LA)



1. Fashion Management Studies Department (FMS)

The establishment of the Shillong Centre of the National Institute of Fashion Technology has fulfilled a long felt need of the people of the North East region. The inherent creative and innovative orientation of the people of the region has found expression through NIFT Shillong. In turn, the centre has been enriched by knowledge from traditional skills, new materials and creativity, particularly to the North East.

NIFT SHILLONG ADMINISTRATIVE SETUP



Name	Tel No.	Email
Prof. Monika Aggarwal Director	0364-2590676	director.shillong@nift.ac.in
Mr.Mrinal Sajwan Jt.Director (I/c) & DD (F&A)	0364-2590963	jointdirector.shillong@nift.ac.in ddfinance.shillong@nift.ac.in
Mr.Subhra Deb Research Assistant COE & AdmissionDepartment	0364-2591492	nift.shillong@nift.ac.in academics.shillong@nift.ac.in
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NIFT SHILLONG ACADEMIC SETUP



Name	Dept	Additional Responsibility	Email
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NIFT SHILLONG ACADEMIC SETUP



Name	Dept	Additional Responsibility	Email
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Mr. Angam Niumai Assistant Professor	MFM	CIC	angam.niumai@nift.ac.in

NIFT SHILLONG CAMPUS



The foundation stone of NIFT Shillong was laid on the 11th August 2008 with a vision of imparting quality Education and Training in the field of Design and Management to the young aspirants of North Eastern Region and the nation as a whole. This vision has served the Institute and its students well, and the underpinning policies have become an integral part and parcel of the culture of NIFT Shillong.

The establishment of the Shillong Centre of the National Institute of Fashion Technology has fulfilled a long felt need of the people of the North East region. The inherent creative and innovative orientation of the people of the region has found expression through NIFT Shillong. In turn, the centre has been enriched by knowledge from traditional skills, new materials and creativity, particularly to the North East.

In its eight years of existence, NIFT Shillong has worked to build an institution with the ability to directly address the shifting economic and academic challenges that graduates of NIFT will face. Today the Institute is a comprehensive learning institution enrolling 245 students, with 13 faculty members and now 246 alumni.

DESIGN STUDIOS

The design studios on campus offer ample opportunity for students to experiment and innovate, while the laboratories provide hi-technology work areas covering real-time aspects of the industry.



nift LEATHER LAB & WORKSHOP

Lecture Rooms

Class rooms are equipped with good Facilities and also projectors for Displaying presentations.

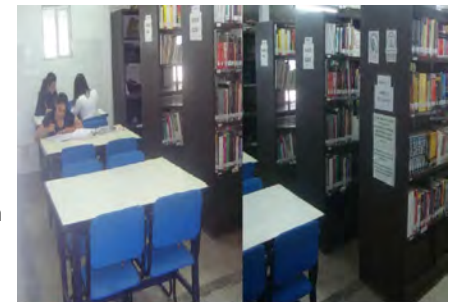


nift GARMENT CONSTRUCTION LAB.

RESOURCE CENTRE

The Resource Centre of NIFT Shillong is a Gateway to the Knowledge Repositories; it offers a walk through the history of information and has a rich beautiful collection of print and non-print materials. Further, it is well equipped with modern facilities and resources in the form of DVD/CD-ROMs, online databases, micro-films, slides, designer garments, materials, accessories, books, journals, project-reports.

Its integrated collections of materials and print resources support the teaching and research



nift RESOURCE CENTRE

of the Institute to meet the mission of academic excellence. The objective is to provide physical and intellectual access to the information resources consistent with the present and the anticipated needs of the faculty members and students in order to promote educational excellence in the field of Design, Technology, Accessory, Textile, and Management.

The Resource Centre plays a dominant role in NIFT Shillong, both in the provision of information for study and research, and in the preservation of rare and beautiful materials which records the Works of our Students of different Departments of NIFT Shillong.

GIRLS HOSTEL

Girl students are accommodated in NIFT hostel. The hostel rooms are equipped with furniture and fixtures such as bed, mattresses, study table, chair, almirah, and lights, etc. It has medical room (on campus) Lady Warden, doctor on call and 24 hours security arrangement, is also provided.



CANTEEN / MESS

A canteen/mess on the campus provides food to all the students. Students are required to pay in advance the mess fees for the semester, and are provided breakfast, lunch, and dinner on all the days.



GYM

Fitness centre is made open for students at a nominal Payment. Students can use the gym in batches.



NEW CAMPUS– UMSAWLI, MAWDIANGDIANG



VIDEO CONFERENCE ROOM



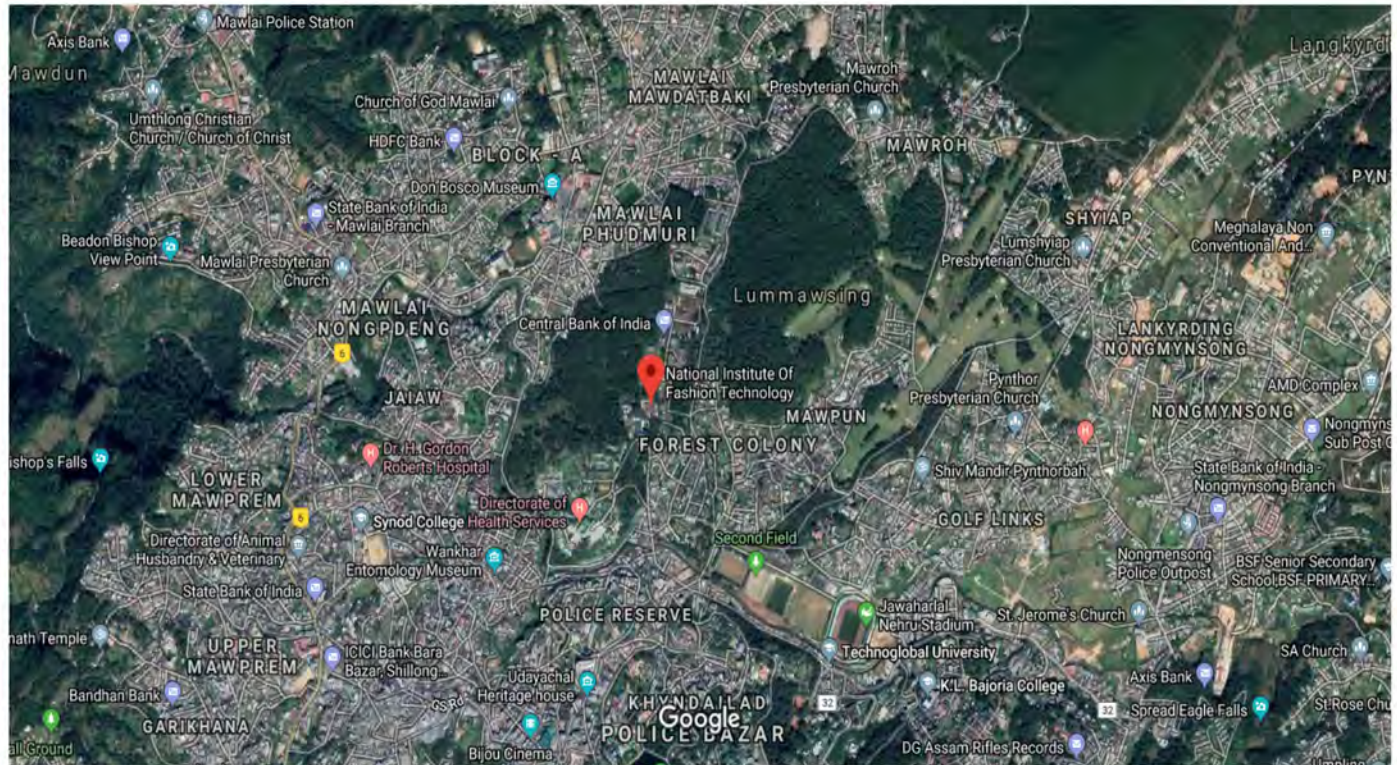
**HONOURABLE PRESIDENT OF INDIA INTERACTION WITH STUDENTS- VIDEO
CONFERRING ROOM**

MAP OF NIFT SHILLONG TEMPORARY CAMPUS



National Institute Of Fashion Technology

NIFT Shillong Campus, Old NEIGRIHMS Campus, "C" Block Pasteur Hills, Lawmali



Imagery ©2018 CNES / Airbus, DigitalGlobe, Map data ©2018 Google 200 m

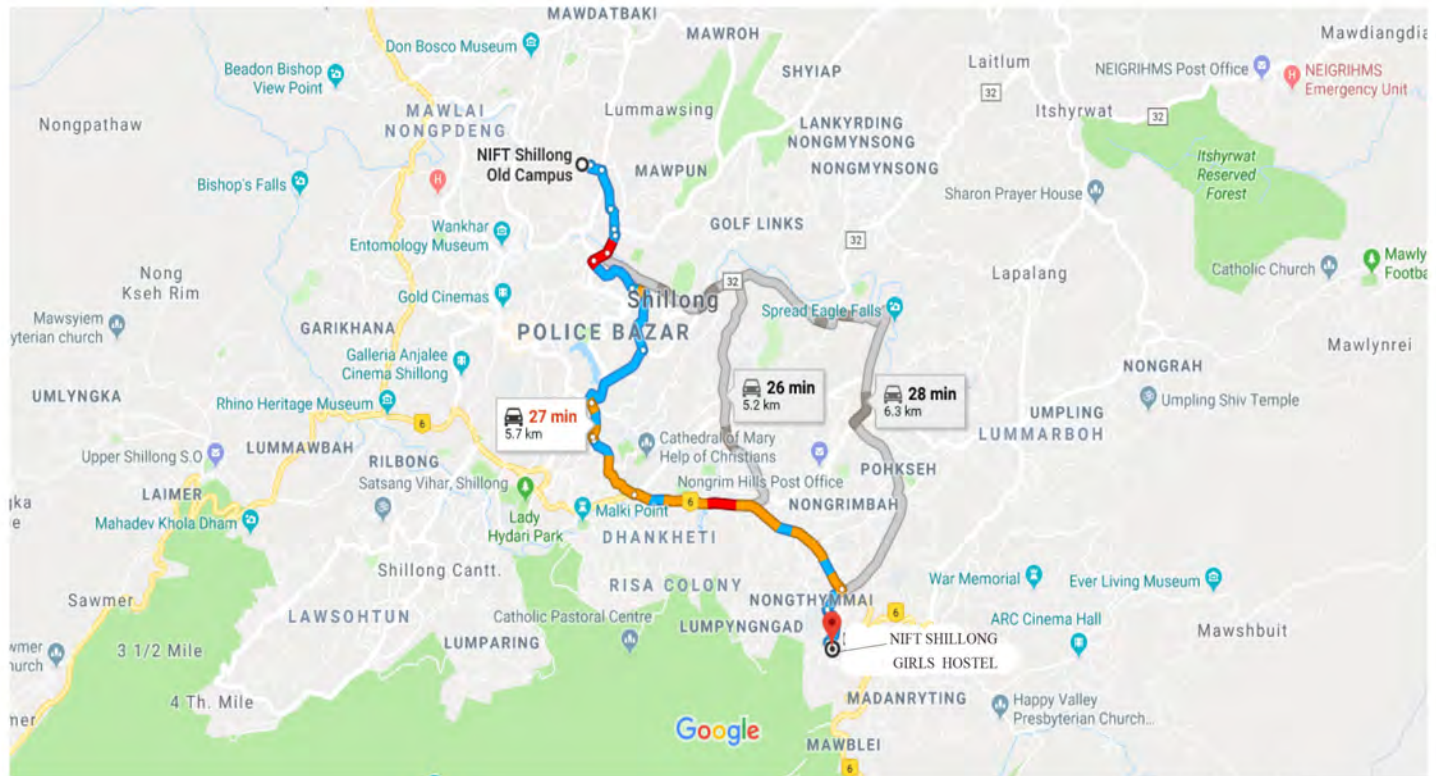
MAP OF NIFT GIRLS HOSTEL



NIFT Shillong Old Campus to National Institute of Fashion Technology Hostel

Drive 5.7 km, 27 min

Direction from NIFT Shillong Campus to NIFT Shillong Girl's Hostel



Map data ©2018 Google 500 m

BANK FACILITY:

Union Bank of India is the official bank of NIFT.

Bank Name: Union Bank of India, Branch Name: Shillong.

Address: 2nd Floor, L D B Building, GS Rd, Police Bazar, Shillong, Meghalaya 793001

Phone No : 0364 - 2224214

Email: cbsshillong@unionbankofindia.com

SDAC ACTIVITIES, SHILLONG



**Faculty assigned as Club Advisor for Each Club for the Academic year
July-Dec 2018**

Club	Faculty-in charge
Cultural	Ms. Aurineeta Das
Sport, Adventure & Photography (SAP)	Mr.Devindra Nagar
Ethics, Social Services & Environment (ESSE)	Mr.Ngamkholen Haokip Mr.Febby.D.Shanpru
Literary	Ms.Tshering Dolkar Bhutia

There will be a student president (from Semester-V) and a student secretary (from Semester-III) elected to the post for each of the clubs.

ACADEMIC CALENDAR YEAR 2018 2019

National Institute of Fashion Technology

S/N	SUBJECT	DATE
1	Re-exam of CEB/PB subjects of semester II, IV, VI & Evaluation	02/07/18 to 06/07/18
2	Declaration of Re-exam result (on website)	16/07/18
3	Orientation Program for Semester – I (2018-19)	25/07/2018 to 27/07/2018
4	Commencement of regular classes for I, III, V, VII (except B.F.Tech VII & M.F.Tech. III)	30/07/18
5	Commencement of classes for M.F.Tech. III	20/08/18
6	Commencement of classes for B.F.Tech VII	03/09/18
7	Last date for depositing fee for all students	10/09/18
8	Last date for depositing fee with fine for all students	20/09/18
9	Mid-semester Break for students (optional during Dussehra or Diwali to be decided by Campus Directors) Any one week from the mentioned period	Between 08/10/18 to 15/11/18
10	Preparatory Leave for students	28/11/18 to 30/11/18
11	Submission of Attendance details by campuses to Head (AA)	29/11/18
12	Input of all internal subject marks on CMS for Semester – I, III, V, VII	Till 30/11/18
13	End-term exam (CEB & Internal) Semester - I, III, V, VII	03/12/18 to 14/12/18
14	End-term Jury for semester - I, III, V, VII	10/12/18 to 21/12/18
15	Evaluation of CEB Subjects Sem.- I, III, V, VII	10/12/18 to 21/12/18
16	Last working day of the semester for students	21/12/18
17	Compilation of Result	17/12/18 to 28/12/18
18	Declaration of result (on website)	04/01/19
19	Re-exam of CEB/PB subjects of semester – I, III, V, VII & Evaluation	14/01/19 to 18/01/19
20	Declaration of Re-exam result (on website)	25/01/19
21	Internship/GP/DC (where applicable)	To be finalized by respective CPs

Academic Calendar 2018-2019

S/N	SUBJECT	DATE
22	Opening of Semester & Commencement of classes	07/01/19
23	Last date for depositing fee	28/01/19
24	Last date for depositing fee with fine	05/02/19
25	Fashion Spectrum (2 days in the month of February)	To be finalized by Campus Directors
26	Preparatory Leave for students of Sem -II, IV, VI	01/05/2019 to 03/05/2019
27	Submission of Attendance details by campuses to Head (AA)	01/05/19
28	Input of all internal subject marks on CMS for Semester -II, IV, VI	Till 03/05/19
29	Placement week at NIFT campuses (any three days for each campus to be finalized by Head-Industry in consultation with Campus Directors)	22/04/19 to 03/05/19
30	End term exam (CEB & Internal) Semester -II, IV, VI	06/05/19 to 15/05/19
31	End term Jury for Sem -II, IV, VI	13/05/19 to 24/05/19
32	Graduation Project Jury (Internal & External)	Till 24/05/19
33	Evaluation of CEB Subjects Semester -II, IV, VI	15/05/19 to 31/05/19
34	Last working day of the semester for students	24/05/19
35	Date for Convocation (followed by the Graduation show)	To be decided by respective Campus Directors
36	Compilation of Result	27/05/19 to 10/06/19
37	Declaration of result (on website)	17/06/19
38	Re-exam of CEB/PB subjects of semester II, IV, VI & Evaluation	01/07/19 to 05/07/19
39	Declaration of Re-exam result (on website)	15/07/19
40	Internship Period – U Sem VI & PG Sem II (except B.F.Tech VII & M.F.Tech. III)	To be completed before commencement of the next semester
41	Internship Period – B.F.Tech VI	To be completed by 31/08/19
42	Internship Period – M.F.Tech II	To be completed by 17/08/18
43	Orientation Program for Semester - I (2019-20)	24/07/2019 to 26/07/2019
44	Commencement of regular classes	29/07/2019

July-18							August-18							September-18							October-18							November-18							December-18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	S	M	T	W	T	F	S	S	S	M	T	W	T	F	S	S	S	M	T	W	T	F	S				
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15	16	17	18	19	20	21	12	13	14	15	16	17	18	19	20	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
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29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29	30	31																			
January-19							February-19							March-19							April-19							May-19							June-19						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	S	S	M	T	W	T	F	S	S	S	M	T	W	T	F	S	S	S	M	T	W	T	F	S			
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- Commencement of semester
- Closing of semester for student
- Submission of Attendance details to Head (AA)
- Student's Preparatory leave
- Gazetted Holidays
- Exams
- Placements

Mid Term break of the academic session

July -December 2018 from 05th November 2018 to 09th November 2018



ANTI RAGGING

Hon. Supreme Court of India in Vishwa Jagruti Mission Case (AIR 2001 SC 2793) has prescribed some guidelines to prevent the ragging in Educational Institute. Further the students indulging in ragging will be punished severely and punishment would include expulsion from the institute and criminal proceedings under Indian Penal Code.

Anti Ragging Committee

- | | |
|--|--------------|
| ❖ Ms.Rimi Das, Associate Professor & CC-FD | - 9954011400 |
| ❖ Mr.Dorji T Wangdi, Associate Professor & CC-FP | - 9612153495 |
| ❖ Ms.Tshering D Bhutia Assistant Professor & SDAC | - 9612928458 |
| ❖ Ms. Aurineeta Das, Assistant Professor & Project | - 9612171276 |
| ❖ Ms. Meaidibahun Blah, Assistant Professor & RIC | - 9612934176 |
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