

## Sutinee Potisuwan

**Subject:** FW: ส่งต่อ: Invitation for Semester Exchange at HITS – Inbound/Outbound programs  
**Attachments:** HITS Application form 2024.doc; HITS Exchange Program Learning Agreement - Form 2024.docx; HITS - Exchange Program Fact Sheet 2024.pdf; HITS Course List.pdf

จาก: Dr. P. V. Rajeev Senior Manager International Affairs - ADMIN <oia@hindustanuniv.ac.in>  
ส่ง: 10 ตุลาคม 2566 17:29  
ชื่อเรื่อง: Invitation for Semester Exchange at HITS – Inbound/Outbound programs



Dear Partner,  
Greeting from Office of International Affairs, Hindustan University, Chennai, India

Now that the COVID emergency has subsided, we are pleased to inform you that our students have expressed a strong desire to participate in international programs, including student exchange, summer school, cultural exchanges, internships, competitions, hackathons, and short-term projects. In light of this, we kindly request that you provide us with detailed information and a fact sheet outlining the upcoming Spring and Fall semester programs and opportunities available at your esteemed university. We intend to share this information widely among our 10,000+ students.

Furthermore, we extend a cordial invitation to your students to participate in our student exchange program during the upcoming Spring/Fall semesters. We are pleased to inform you that we can accommodate up to five students from your university, and they will not be required to pay tuition fees. Attached to this message, you will find the fact sheet, application form, learning agreement, and list of programs offered by Hindustan University. We kindly request that you distribute this information among your students, and we eagerly look forward to welcoming them to our campus.

We are looking forward to your response and the opportunity to further strengthen our academic and research collaboration.

If you have any questions or need any additional information please do not hesitate to contact us. Thank you for your continued partnership, valued collaboration and your dedication towards international education.

Best Regards,



**Dr. Rajeev. PV**  
Senior Manager - International Affairs  
Hindustan Institute of Technology & Science (HITS)

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เรียน อธิการบดี

ตามที่มหาวิทยาลัยได้มีบันทึกความร่วมมือทางด้าน  
วิชาการ (MoU) ร่วมกับ Hindustan Institute of Technology and  
Science (HITS) ประเทศอินเดีย นั้น

ในการนี้ Hindustan Institute of Technology and Science  
(HITS) ประสานมายังมหาวิทยาลัยเพื่อสอบถามและประชาสัมพันธ์  
กิจกรรมแลกเปลี่ยนระหว่างสองมหาวิทยาลัย ดังนี้

1. สอบถามข้อมูลและรายละเอียดของโครงการ  
แลกเปลี่ยนของมหาวิทยาลัยที่มีอยู่ในปัจจุบันหรือมี  
แผนดำเนินงานในอนาคต เพื่อนำไปประชาสัมพันธ์แก่  
นิสิตของ HITS ต่อไป
2. ประชาสัมพันธ์โครงการแลกเปลี่ยนสำหรับภาคเรียน  
Spring และ Fall 2024 โดยเปิดรับสมัครนิสิต  
มหาวิทยาลัยนเรศวร จำนวน 5 ราย ไปศึกษาตาม  
สาขาวิชาที่สนใจ รายละเอียดวิชาที่เปิดรับตั้ง Link  
แนบนี้ <http://hindustanuniv.ac.in> โดย HITS จะ  
ยกเว้นค่าธรรมเนียมการศึกษา ทั้งนี้ผู้สนใจเข้าร่วม  
จะต้องมีคุณสมบัติตามที่ HITS กำหนด โดยผู้เข้าร่วม  
โครงการจะต้องเป็นผู้รับผิดชอบค่าใช้จ่ายอื่นๆ เอง  
ทั้งหมด และขอได้โปรดศึกษารายละเอียดเพิ่มเติม ได้ที่  
<https://shorturl.at/dyEG2> หรือ สแกน QR Code ด้านล่าง

จึงเรียนมาเพื่อโปรดพิจารณา เห็นควรแจ้งประชาสัมพันธ์  
คณะ/วิทยาลัย ผ่านระบบ E-Doc เว็บไซต์กองพัฒนาภาษาฯ และ  
ประชาสัมพันธ์ผ่านเฟสบุ๊ค NU International Scholarships ต่อไป  
และหากคณะ/วิทยาลัยมีความสนใจที่จะเสนอโครงการแลกเปลี่ยนฯ  
หรือมีนิสิตประสงค์เข้าร่วมโครงการ ขอได้โปรดเสนอรายละเอียด  
โครงการในข้อที่ 1 หรือเสนอชื่อนิสิตเข้าร่วมโครงการในข้อที่ 2 มายัง  
กองพัฒนาภาษาและกิจการต่างประเทศ ภายในวันที่ 1 มีนาคม 2567  
เพื่อเสนอไปยัง HITS ต่อไป

ทั้งนี้ กองฯ ต่างประเทศจักได้จัดทำข้อมูลโครงการ  
แลกเปลี่ยนนิสิตชาวต่างชาติเพื่อการเทียบโอนหน่วยกิต (Inbound  
Students under Credit Transfer) เพิ่มเติมและเสนอไปยัง HITS ต่อไป



สำหรับดาวน์โหลด  
รายละเอียดโครงการฯ

วิรัช  
18 ต.ค. 66  
18 ตุลาคม 66  
(รองศาสตราจารย์ ดร.วิรัช รัตนากร)  
รักษาการในตำแหน่งผู้อำนวยการบดีฝ่ายต่างประเทศ

ดำเนินการตามเสนอ

อื่น ๆ .....

ลงชื่อ .....

(ดร. พิสุทธิ อภิขยกุล)

รองอธิการบดีฝ่ายวิเทศสัมพันธ์และการถ่ายทอดเทคโนโลยี

ปฏิบัติราชการแทน อธิการบดีมหาวิทยาลัยนเรศวร

วันที่ 19/10/66

**\*\*\*\*\*CAUTION\*\*\*HINDUSTAN INSTITUTE OF TECHNOLOGY & SCIENCE\*\*\*Disclaimer\*\*\*\*\***

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**\*\*\*\*\* End of Disclaimer\*\*\*\*\***



## OFFICE OF INTERNATIONAL AFFAIRS

UNIVERSITY INFORMATION	
University Name	Hindustan Institute of Technology and Science 1, Rajiv Gandhi Salai (OMR), Padur, Chennai – 603 103, Tamil Nadu, India
Department Coordinator	Dr. David T Easow, Deputy Director – International Affairs
Student Mobility Coordinator	Dr. Rajeev PV, Senior Manager – International Affairs
Phone	+91-44-27474262; Ext – 169, Mobile: +91 99407 08332
Email	oia@hindustanuniv.ac.in
Website	<a href="http://www.hindustanuniv.ac.in">www.hindustanuniv.ac.in</a> <a href="https://hindustanuniv.ac.in/about_international_affairs.php">https://hindustanuniv.ac.in/about_international_affairs.php</a>

Academic Calendar	Fall Semester	Spring Semester
Nomination Deadline	15 <sup>th</sup> March	15 <sup>th</sup> October
Application Deadline	25 <sup>st</sup> March	25 <sup>st</sup> October
Learning Agreement Deadline	31 <sup>st</sup> March	31 <sup>st</sup> October
Admission / Acceptance Letter	First week of April	First week of November
Semester Period	June - November	January - May
Orientation Period	First week of June	First week of January
Commencement of Classes	12 <sup>th</sup> June	18 <sup>th</sup> January
End Semester Examinations	November	May
Detailed Academic Calendar	Published in the website	

### Application Documents

1. Scanned Student Exchange Application Form
2. Softcopy of Academic Transcripts of Previous Years or Semesters
3. Scanned Learning Agreement
4. Softcopy of University Student Identity Card
5. Softcopy of Citizenship Identity Card
6. Softcopy of the Passport
7. Soft copy of the passport size photo in jpg format – 4.5 cm x 3.5 cm
8. Curriculum Vitae (CV)
9. Passport size photos 4.5 cm x 3.5 cm – 10 Nos.

### English Proficiency Certificate

Language proficiency certificate is not applicable; however, the student must possess sufficient skills in reading, writing, speaking, and listening to attend the lectures

### Course Selection

Please refer to the curriculum and syllabus of the program at <http://hindustanuniv.ac.in> (Note: Scroll to the bottom of the home page). The maximum credit student can obtain per semester is 25 ECTS. Students have the option to select courses from the provided study plan. It is highly advisable to choose all courses from a single study plan. In the event that courses are selected from study plans of different programs, please be aware that there may be scheduling conflicts.

### Rules and Regulations

Exchange students are required to comply with the rules and regulations of the university.

### **Documents Submission**

All scanned copies must be sent to: [internationalaffairs@hindustanuniv.ac.in](mailto:internationalaffairs@hindustanuniv.ac.in), and [oia@hindustanuniv.ac.in](mailto:oia@hindustanuniv.ac.in)  
Please ensure that the file title includes the student's name, university name and the type of document

### **Health Insurance**

Health insurance is mandatory for all incoming students and must be procured and paid for by the students.

### **Visa Invitation**

The visa invitation letter will be issued to the student after their application is processed by the HITS International department.

### **Airport Pickup**

The International Office can arrange for the pick-up of the student from the airport upon arrival, provided that the arrival flight information, along with the student's identification and WhatsApp number, has been communicated to the International Office at least two weeks in advance to facilitate the necessary arrangements.

### **Hostel Accommodation (Inside Campus) Fees**

Hostel fees for one semester (four to five months) on a sharing basis amount to USD 2000 for an air-conditioned room, inclusive of Indian food per student. Please note that the hostel fees are nonrefundable.

### **Payment Mode**

HITS will provide the bank details for accommodation along with the acceptance letter to both the student and their home university. Payment must be transferred directly by the student to the specified bank account at least TWO weeks prior to the student's arrival at HITS.

### **Accommodation arrangement**

The student is required to send a scanned copy of the bank remittance slip to the International Office of HITS as proof of payment. The International Office will then forward a copy of the remittance slip along with the passport copy of the student to the accommodation administration.

### **Rules and Regulations**

Exchange students are required to comply with the rules and regulations of the university.

### **Immigration formalities**

The International Office Staff of HITS will assist the student in obtaining the police clearance and residential permit. The associated fees are to be covered by the student.

### **Guidance and monitoring**

The staff of the relevant department will provide guidance and monitor the status of the student throughout their stay at the university.

### **Exit Procedure**

The student must complete the clearance process at HITS at least 10 working days before departing the campus. A copy of the clearance must be submitted to the international office, and the original must be provided to the relevant department for the processing of the student's Transcript of Records.

### **Issue of Academic Transcript**

The International Office Staff of HITS will send the original academic transcript directly to the International Affairs Office of the student's home university.

# PROGRAMMES OFFERED - UNDER GRADUATE

PROGRAMME	DEPARTMENT	DEGREE
B. Tech / B. Arch / B. Des	<b>AERONAUTICAL SCIENCE</b>	
	Aeronautical	Aeronautical Engineering Aerospace Engineering
	<b>MECHANICAL SCIENCE</b>	
	Mechanical	Mechanical Engineering Mechatronics Engineering
	Auto	Automobile Engineering
	BioTech	Biotechnology
	<b>BUILDING SCIENCE</b>	
	Civil	Civil Engineering
	<b>SCHOOL OF PLANNING, ARCHITECTURE &amp; DESIGN EXCELLENCE (SPADE)</b>	
	Architecture	Bachelor of Architecture
	Design	Interior Design Communication Design Fashion and Apparel Design
	<b>COMPUTING SCIENCE</b>	
CSE	Computer Science and Engineering CSE - Artificial Intelligence and Machine Learning (In collaboration with IBM) Artificial Intelligence & Data Science CSE - Cyber Security (In collaboration with IBM)	
IT	Information Technology	
<b>ELECTRICAL SCIENCES</b>		
EEE	Electrical & Electronics Engineering	
ECE	Electronics & Communication Engineering / Specialization in Electronics Manufacturing Technology	
<b>LAW</b>		
LL.B	LAW	B.B.A., LL.B (Hons) B.A., LL.B (Hons) LL.B

Duration : B.Tech / B.Des - 4 years | B.Arch - 5 years

# PROGRAMMES OFFERED - UNDER GRADUATE

PROGRAMME

DEPARTMENT

DEGREE

## LIBERAL ARTS AND APPLIED SCIENCE

SLAAS	B.Sc	Visual Communication Computer Science Data Science Fashion Design Food Technology Physical Education Interior Design Aviation Science( Avionics/Aircraft Maintenance Engineering ) Artificial Intelligence and Data Analytics
	B.Sc - C.S	Gaming Design Computer Application Database Systems
	BCA	Multimedia & Animation Cyber security (Industry Integrated)
	B.Com	B.Com (General) English Economics
	B.A	Political Science Psychology
	B.A (Triple Major)	Law, Economics, Political Science
	BBA	Business Administration (General) Banking and Fintech Aviation Management Digital Marketing Hospital Management Sports Management Aviation Services & Air Cargo Logistics

(In association with Logistics Sector Skill Council)

## ALLIED HEALTH SCIENCES

Allied Health Science	B.Sc	Cardiovascular Technology Perfusion Technology Anesthesia Technology Physician Assistant Medical Laboratory Technology
	BPT	Bachelor of Physiotherapy (BPT) - 4 Yrs
	B.Optom	Optometry - 4 Yrs
	B.Pharm	Bachelor of Pharmacy

## INTEGRATED COURSES

Integrated Courses	B.Sc + M.Sc	Mathematics Food Technology
	B.B.A + M.B.A	

# PROGRAMMES OFFERED - POST GRADUATE

PROGRAMME	DEPARTMENT	DEGREE	
<b>AERONAUTICAL SCIENCES</b>			
M.Tech / M.C.A	Aero Defence	Avionics Aircraft Maintenance Engineering Aerospace Technology Communication Systems & Sensors	
	<b>MECHANICAL SCIENCES</b>		
	Mechanical Robotics Auto	Mechanical Engineering Robotics and Mechatronics Automobile Engineering	
	<b>BUILDING SCIENCES</b>		
	Civil	Structural Engineering and Construction Management Sustainable Environmental Engineering	
<b>ELECTRICAL SCIENCES</b>			
EEE ECE	Smartgrid / Electric Vehicle Technology Digital Image Processing Embedded and Real Time Systems / Radars		
<b>COMPUTING SCIENCES</b>			
CSE CA	Data Science and Engineering / Artificial Intelligence / Cyber Security General / Big Data Analytics / Cloud Computing		
<b>SCHOOL OF PLANNING, ARCHITECTURE &amp; DESIGN EXCELLENCE (SPADE)</b>			
SPADE	M.Arch (Executive) M.Plan	General / Housing Transportation Planning / Urban Planning	
<b>LIBERAL ARTS AND APPLIED SCIENCES</b>			
SLAAS	M.Sc M.A M.Com M.S.M	Chemistry / Artificial Intelligence & Data Analytics / Food Technology / User Experience Design / Computer Science / Nano Science / Data Science English General / FinTech Master of Sports Management	
<b>LAW</b>			
LAW	LL.M(2 yr)	Constitutional & Administrative Law Corporate Law	
<b>MANAGEMENT</b>			
SOM	M.B.A	Specialisations* Aviation Management	
*Specialisations in M.B.A	Finance, Marketing & Human Resources / Hotel & Tourism Management / Hospital Management / Logistics Management / Media & Entertainment / Sports Management / Green Business / Business Analytics (In collaboration with IBM) / Aviation Safety Management		



# CENTRE FOR OPEN & DIGITAL EDUCATION (CODE)

• In the wake of National Education Policy 2020, India is experiencing an important shift in education. As per the current data, the GER for India is approximately 50%, the main focus in the NEP 2020 is to increase the GER and we are aiming at achieving 100% GER. Looking at all the difficult situations people face, increasing the GER seems possible only when we give them an option of continuing education while they support their families too.

• Keeping the above things in mind, CODE has specially designed courses with well researched Curriculum to reduce the industry-academia gap. This makes our learners more employable in this highly competitive world.

• Each program or course that we offer is very well planned and contains the best possible combination of theoretical and practical knowledge. We have also taken care that all these courses are Outcome-Based courses, as mentioned in the New Education policy, 2020.

• CODE aims at reforming the Indian Higher Education landscape through the provision of equitable and inclusive learning opportunities, contributing to a significant increase in the gross enrollment ratio.

## PROGRAMME

## DEGREE

ODL

OL

M.B.A \*  
M.C.A (Data Science)  
B.Com (Fintech / Banking / and Finance)  
B.C.A (Data Base Systems / Multimedia and Animation / Data Analytics)  
B.B.A (Tourism & Hospitality Management / Aviation / Logistics)  
M.A English

### \*SPECIALISATIONS IN M.B.A

1. Finance, Marketing & Human Resources
2. Tourism Management
3. Aviation Management
4. Hospital Management

5. Logistics & Supply Chain Management
6. Operations Management
7. Sports Management



7000+ Students

Accredited by NAAC, NBA, NIRF, MHRD, QS Stars & 5S Certification



Global Learning Platform  
Over 200+ MoUs

450+ Faculty  
40% Women



5 Hostels in Campus

14 Research Centres of Excellence &  
450 Research Scholars



78% Annual Placement Conversion

25000 +  
Global Alumni Members



153 Patents Filed and 57 Granted  
Above 40 Consultancy Projects &  
50+ Funded Projects



# HINDUSTAN

INSTITUTE OF TECHNOLOGY & SCIENCE  
(DEEMED TO BE UNIVERSITY)

## OFFICE OF INTERNATIONAL AFFAIRS

Date:

### SEMESTER EXCHANGE PROGRAM - LEARNING AGREEMENT

(FALL SEMESTER / SPRING SEMESTER)

#### Information about Partner Universities

	Home University Information	Host University Information
University Name		Hindustan Institute of Technology & Science
Department Coordinator		
Student Mobility Coordinator		Dr. P V Rajeev
Mobile No		+91 99407 08332
E-mail		oia@hindustanuniv.ac.in

#### Information about Students under Semester Exchange Program

Name	Branch	Passport No	Mobile No	E-mail
			+	
			+	
			+	
			+	
			+	

#### Semester Exchange Program Learning Agreement

Hindustan Institute of Technology and Science (Host University)				Name Home University		
S.No	Code	Course / Subject	Credit	Dept. Code	Course / Subject	Credit
1						
2						
3						
4						
5						
6						
7						
<b>TOTAL CREDIT</b>				<b>TOTAL CREDIT</b>		

We hereby confirm the approval of the above Learning Agreement.

**Dean / HOD - HOME UNIVERSITY**  
(Name, Signature, Date & Stamp)

**Dean / HOD - HOST UNIVERSITY**  
(Name, Signature, Date & Stamp)



# HINDUSTAN

INSTITUTE OF TECHNOLOGY & SCIENCE  
(DEEMED TO BE UNIVERSITY)

## OFFICE OF INTERNATIONAL AFFAIRS

### Application form for the International Students

The following details must be typed in **CAPITAL English** and submitted to oia@hindustanuniv.ac.in

Section 1. Personal Information	
Full Name in English (As in the passport)	
Date of Birth	
Gender	
Place of Birth	
Passport Number	
Nationality	
Email Address	
Mobile No.	

Section 2. Home Institution Information	
Institution Name	
Institution Country	
Department	
Level of Study	<input type="checkbox"/> Undergraduate <input type="checkbox"/> Post Graduate <input type="checkbox"/> Ph . D / Research Scholar
Study Year	
Contact	

Section 3. Emergency Contact	
Full Name in English:	
Relation with Applicant	Telephone Area Code: _____ Tel: _____
Mobile: Area Code: _____ Mob: _____	E-mail
Mailing Address Number and Street Name: _____ City: _____ State/Province: _____ Postcode/Zip _____ Country: _____	

Section 4. Home University Information	
Name of Home University	Level of Study
Name of Department	Current Year of Study <input type="checkbox"/> 1 <sup>st</sup> year <input type="checkbox"/> 2 <sup>nd</sup> year <input type="checkbox"/> 3 <sup>rd</sup> year <input type="checkbox"/> 4 <sup>th</sup> year <input type="checkbox"/> 5 <sup>th</sup> year <input type="checkbox"/> 6 <sup>th</sup> year <input type="checkbox"/> other _____ (please specify)

Section 5. Application Type & Proposed Area of Study	Section 6. Study Duration and Commencement Date
<b>Program</b> <input type="checkbox"/> Semester Exchange <input type="checkbox"/> Dual / Joint Degree <input type="checkbox"/> Twinning Program <input type="checkbox"/> Immersion / Cultural Exchange / Summer <b>Area of Study:</b> <input type="checkbox"/> Engineering (Bachelor / Master) <input type="checkbox"/> Liberal Arts & Applied Science (Bachelor / Master) <input type="checkbox"/> Architecture / Design (Bachelor / Master) <input type="checkbox"/> Law (Bachelor / Master) <input type="checkbox"/> Management (Bachelor / Master) <input type="checkbox"/> Allied Health Sciences (Bachelor / Master)	<b>Study Duration:</b> <input type="checkbox"/> One semester (4/5 months) <input type="checkbox"/> Two semesters (8/10 months) <b>Commencement:</b> <input type="checkbox"/> June – November <input type="checkbox"/> January – May

### Section 7. Accommodation

**Do you wish to apply for the university accommodation?**

**Yes, I would like to apply for the university accommodation.**

Accommodation application details will be provided to students after confirmation of admission to HITS.

**No, I will arrange my own accommodation.**

Please provide your address and contact number in Chennai, India within 2 days from the date of your arrival in Chennai.

### Section 8. Home University Contact (For Home University Coordinator ONLY)

<b>Name of Coordinator</b>	<b>Name of Office</b>
<b>Designation &amp; Address</b>	<b>Mobile</b> Area Code: _____ Mob: _____ <b>Mobile:</b>
<b>Email</b>	<b>University website</b>
<b>Signature of Coordinator</b> _____	<b>Date</b> _____/_____/_____(dd/mm/yy)

### Section 9. Home University Professor / Head of Department Recommendation

<b>Name of Dean / HoD</b>	<b>Name of Department</b>
<b>Designation &amp; Address</b>	<b>Mobile</b> Area Code: _____ Mob: _____ <b>Mobile:</b>
<b>Email</b>	
<b>Signature of Dean / HoD</b> _____	<b>Date</b> _____/_____/_____(dd/mm/yy)

<b>Section 10. Checklist of Required Documents/Materials (Please tick the items submitted)</b>	
<b>Item</b>	<b>Check</b>
Softcopy of Academic Transcripts of Previous Years or Semesters	<input type="checkbox"/>
Scanned Learning Agreement	<input type="checkbox"/>
Softcopy of University Student Identity Card	<input type="checkbox"/>
Softcopy of Citizenship Identity Card	<input type="checkbox"/>
Softcopy of the Passport	<input type="checkbox"/>
Soft copy of the passport size photo in jpg format – 4.5 cm x 3.5 cm	<input type="checkbox"/>
Curriculum Vitae (CV)	<input type="checkbox"/>
Passport size photos 4.5 cm x 3.5 cm – 10 Nos. (By hand after arrival)	<input type="checkbox"/>
Softcopy of Medical Certificate & PCR Test for COVID-19	<input type="checkbox"/>
One Letters of Recommendation (in English)	<input type="checkbox"/>
Motivation letter / Statement of Purpose (SOP)	<input type="checkbox"/>
Work Portfolio (required if applying for Architecture / Design courses)	<input type="checkbox"/>

### Section 11. Applicant's Declaration

1. I hereby declare that the information provided on this application is correct and complete.
2. I understand that Hindustan Institute of Technology & Science reserves the right to withdraw any offer or cancel my enrollment at Hindustan Institute of Technology & Science should any statement in this application be proven false.
3. In case of an emergency, I grant Hindustan Institute of Technology & Science permission to contact the emergency contact on my behalf.
4. I confirm that, if admitted to Hindustan Institute of Technology & Science, I will abide by all University Regulations.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ (dd/mm/yy)

**Please send the application form and the required documents by mail to:**  
[oja@hindustanuniv.ac.in](mailto:oja@hindustanuniv.ac.in)

#### Address

**Hindustan Institute of Technology & Science**  
**Office of International Affairs**

1, Rajiv Gandhi Salai, Padur, Chennai – 603103, Tamil Nadu, India  
 Tel: 044-27474262 ext.169  
 email: [oja@hindustanuniv.ac.in](mailto:oja@hindustanuniv.ac.in)  
[www.hindustanuniv.ac.in](http://www.hindustanuniv.ac.in)

**If you have any questions, please feel free to contact the staff of the International Affairs Office:**

**Dr. Rajeev PV**  
**Senior Manager**  
**Office of International Affairs**  
 Email:  
[oja@hindustanuniv.ac.in](mailto:oja@hindustanuniv.ac.in)  
 Tel: 044-27474262 ext.169

**Dr. Nageswara Rao K**  
**Officer**  
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 Tel: 044-27474262 ext.194