

AICTE: MANDATORY DISCLOSURE

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| Name of the Institution | Heritage Business School |
| Address: | 994, Madurdaha, Chowbaga Road, Anandapur P.O.- East Kolkata Township, Kolkata – 700107 |
| Contact No. | 033-6627 - 0630 |
| Fax No. | 033-2443 - 1259 |
| E-Mail | admin@hbs.edu.in |
| Website | www.hbs.edu.in |
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| Name & address of the Trust | Kalyan Bharti Trust |
| Address: | 994, Madurdaha, Chowbaga Road, Anandapur P.O.- East Kolkata Township, Kolkata – 700107 |
| Contact No. | 033-6627 0600 / 0609 / 0622 / 0623 |
| E-Mail | kalyanbhartitrust@gmail.com |
| Website | www.heritageit.edu |
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| Name & address of the Director | Prof. (Dr.) K.K. Chaudhuri |
| Address: | 994, Madurdaha, Chowbaga Road, Anandapur P.O.- East Kolkata Township, Kolkata – 700107 |
| Contact No. | 033-6627 0627 |
| Fax No. | 033-2443 - 1259 |
| E-Mail | director@hbs.edu.in |
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| Name of the Affiliating University | Maulana Abul Kalam Azad University of Technology, West Bengal (Formerly West Bengal University of Technology) |
| Address | NH-12, Haringhata, P.O. – Simhat, P.O.- Haringhata, Pin – 741249 |
| Website | https://makautwb.ac.in/ |
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| Governance | |
| Officers of the Institute | |
| Director | Prof. (Dr.) K.K. Chaudhuri |

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| Authorities of the Institute | |
| Members of the Board & brief background | |
| | <p>A. <u>Board of Governors</u></p> <p><i>Chairman</i> : Nominated by the Kalyan Bharti Trust Shri Hari Prasad Budhia Chairman, Patton International Ltd.</p> <p><i>Members</i></p> <ol style="list-style-type: none"> i. Shri Dayaram Agarwal Chairman, RGA Software Systems Pvt. Ltd. ii. Shri Sajan Kumar Bansal Chairman & Managing Director, Skipper Ltd. iii. Shri Jaydeep Chitlangia Managing Director, Madhya Bharat Papers Ltd. iv. Shri N.P. Dalmia Chairman, Dalmia Securities v. Shri Gaurav Swarup Managing Director, Paharpur Cooling Towers Ltd. vi. Nominee of the AICTE Regional Officer, ERO, AICTE(Ex-officio) vii. Prof. Sekhar Bhattacharjee (MAKAUT Nominee) Former Professor & Dean, Faculty of Engineering & Technology, University of Calcutta viii. Mr. Pranabesh Das Director of Technical Education, WB ix. Dr. Bobby Basu Associate Professor, Heritage Business School x. Dr. Arunava Bhattacharya Assistant Professor, Heritage Business School |

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| Teaching Methodologies | <ol style="list-style-type: none"> I. The institute follows the prescribed syllabus of Maulana Abul Kalam Azad University of Technology, West Bengal II. The MBA curriculum design and pedagogy emphasizes the development of students' skills and abilities to apply management theories and concepts to live problems in business and industry. Students are expected to achieve high standards of excellence III. Teaching methods include online lectures, case studies, seminars, group discussions, business games, outbound-based experiential learning activities, educational excursion, role-plays, simulation exercises, structured and unstructured group work, and field visits. The emphasis is on involving the students in learning and helping them to relate concepts and theories to business requirements IV. Consistent with advances in teaching technology, the programme integrates the use of IT in learning the basic principles in different functional areas of management. It also enables students to acquire skills in identifying and dealing with complex problems in management, especially in the context of intense globalized competition |
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| Nature and Extent of Involvement of Faculty and Students in Academic Affairs / Improvements | <p>Heritage Business School believes in the involvement of faculty and students fundamentally as Teacher and Taught. Each member of faculty has been advised to observe the intellectual ability of the students in the class and accordingly tailor made teaching methodology so that each and every student can get the benefit of learning.</p> <p>The Institute encourages members of faculty to innovate unique teaching learning methodologies based on their experience not only for the theoretical subjects but for sessional classes including projects and design also. In this continuing process in each steps students are also involved either by their direct participation or giving their feedback on the evolved process. This exercise involving combined effort of teachers and taught has brought a great success in the existing teaching learning process at HBS.</p> <p>As a part of curricula or even beyond that, at HBS each individual teacher is assigned a group of students to carry out project work which has sometimes paved the way of a new avenue in the field of research and development. Remarkably some of these innovative works have received wide acknowledgement from both academicians and industry experts.</p> <p>Beyond classroom involvement at HBS equal emphasis is given to foster roles for teachers as alias to students actively nurturing teacher student partnership and transforming education as a practice and as a system. The very first day when students stepping at the Institute each individual is attached to a teacher as its Mentor throughout his tenure at the Institute. He can approach his mentor even after normal office hours for any difficulty and can seek advice from his mentor. Teachers are also actively involved in different Clubs as Faculty Coordinators meant for students for their extracurricular activities. In this way the role for teacher in meaningful student involvement makes them facilitator and students as ally.</p> |
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| Student Feedback on Institutional Governance / Faculty performance | <p>Feedback collected for all courses : YES</p> <p>Specify the feedback collection process : Online</p> <p>Feedback of all courses is taken centrally by the HR department.</p> <p>Student feedback is analyzed and the results are shared with the concerned member of faculty so that the faculty members can take the necessary corrective action to improve the quality of the lecture delivered in the class.</p> |
| Establishment of Anti Ragging Committee | https://hbs.edu.in/anti-ragging.php |
| Establishment of Online Grievance Redressal Mechanism | https://hbs.edu.in/grievance-redressal-cell.php |
| Establishment of Internal Complaint Committee | https://hbs.edu.in/internal-complaints-committee.php |

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| Programme | |
| Name of Programmes approved by AICTE | MBA (Full Time) |

| Details of programme | | | | | | | |
|------------------------------------|---|------------|--------------|----------|-----|-----|---------|
| PG Program | <table><tr><th>Department</th><th>No. of Seats</th><th>Duration</th></tr><tr><td>MBA</td><td>120</td><td>2 Years</td></tr></table> | Department | No. of Seats | Duration | MBA | 120 | 2 Years |
| Department | No. of Seats | Duration | | | | | |
| MBA | 120 | 2 Years | | | | | |
| Eligibility & Admission Procedure: | <div><div>I.</div><div>Any Graduate under 10+2+3 system from a University recognized by the Association of Indian Universities (AIU) and 60% marks in Class 10 & Class 12 board examinations.</div></div> <div><div>II.</div><div>Valid score card from MAT/WBJEMAT</div></div> | | | | | | |
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| <p>Training & Placement facilities</p> | <p>The Training & Placement Cell continuously co-ordinates with various industries and organizations for Training and Placement of students. Each year, year on year, it successfully assists in placing a high percentage of students in industry. It actively obtains feedback from organizations and conveys it to respective Departments which, in turn, train students accordingly, thereby increasing their employability. The Placement Records over the past few years are testimony to the acknowledgement by the Corporate Sector of the acceptable quality of the students.</p> <p>PRE-PLACEMENT TALK</p> <p>The Pre-Placement Talk (PPT) is a platform where company officials address the batch about their respective company's background, philosophy, values, ethos and share details about the profiles offered, the eligibility criteria, the selection processes, compensation and other details. The PPT facilitates the process of substantiating the aspirations of the budding managers and business leaders to join the corporate world. The companies look forward to attracting the cream of the talent from leading business school like HBS. The thorough selection process at Heritage culminates in the evolution of highly competitive student community, with valuable work experience cut across various sectors, such as financial analysis, portfolio management, consultancy services, sales and distribution providing an opportunity for the companies to select from a large varied talent pool.</p> <p>COUNSELLING</p> <p>The motto of the Counselling Cell at HBS is, To live, to err, to fall, to triumph, to recreate life out of life. The sole purpose is to help students to help themselves through exploration of their capacities and potentials, and to create a feeling of self confidence which will give them a more positive outlook on life. Students talk in confidence to the full-time Counsellor about anything that benefits them.</p> <p>TRAINING & PLACEMENT</p> <p>The Training & Placement Cell continuously co-ordinates with various industries and organizations for Training and Placement of students. Each year, year on year, it successfully assists in placing a high percentage of students in industry. It actively obtains feedback from organizations and conveys it to respective Departments which, in turn, train students accordingly, thereby increasing their employability. The Placement Records over the past few years are testimony to the acknowledgement by the</p> |
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| | Corporate Sector of the acceptable quality of the students. | | | |
| | INTERNSHIP PROJECTS | | | |
| | The Internship Programme enables the students to get first hand experience of the business environment in the functional areas of their interest. The Internship is intended to be an intensive learning experience for the students. It offers them an opportunity to map the theoretical understanding of the General Principles of Management gained in the first year to real life business situations. The Companies, at their end, evaluate the students for suitable employment. Companies usually define the scope of the internship project based on their current requirements. Typically, the project has a quantifiable outcome that can be measured in the end. Student internships are generally defined for a period of 6-8 weeks during the period of June 15 - August 14.” | | | |
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| Campus placement in last three years with maximum salary and average salary | Batch | Total Students | Highest Salary (in INR LPA) | Average Salary (in INR LPA) |
| Maximum Salary : 10 Average Salary : 4.46 | 2018-20 | 97 | 10 | 4.1 |
| | 2019-21 | 54 | 10 | 4.6 |
| | 2020-22 | 67 | 8.0 | 4.7 |
| | | | | |
| Faculty | | | | |
| List of Faculty members | Provided on the Institute website https://hbs.edu.in/full_time_faculty.php | | | |
| Faculty : Student ratio | 1:20 | | | |
| No. of faculty employed and left during last three years | (a) Left - 6 (b) Employed - 1 | | | |
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| The profile and details of faculty are given on the Institute website https://hbs.edu.in/full_time_faculty.php | | | | |

FEES STRUCTURE

| Particulars | First Semester | Second Semester | Third Semester | Fourth Semester | |
|--|----------------|-----------------|----------------|-----------------|--|
| Admission Fees (One Time) (Non-refundable) | 30,000 | - | - | - | |
| | | | | | |
| Tuition Fees | 1,35,000 | 1,35,000 | 1,35,000 | 1,35,000 | |
| Development Fees | 15,000 | 15,000 | 15,000 | 15,000 | |
| Caution Money (Refundable) | 30,000 | - | - | - | |
| Library fees (including facilities for Book Bank) | 5,000 | 5,000 | 5,000 | 5,000 | |
| Membership Fees for Students' Council (one-time) | 800 | | | | |
| Univ. Students Dev. Fees (one-time) | 1,100 | | | | |
| Personality Development fee | 10,000 | 10,000 | 10,000 | 10,000 | |
| Fees payable per Semester | 2,26,900 | 1,65,000 | 1,65,000 | 1,65,000 | |
| Total Fees Payable (Excluding Caution Deposit) | | | 6,91,900 | | |

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| Time schedule for payment of fee | Yearly two times i.e. at the beginning of each semester within specified date to be notified by the Institute. |
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No. of fee waiver granted with amount and name of student(2020-22)

| Sl. No. | Dept. | Name | Fee waived |
|--------------------|--------------|--------------------|---|
| 1 | MBA | Agnimitra Biswas | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 2 | MBA | Soujita Layek | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 3 | MBA | Trisha Ghose | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 4 | MBA | Prapti Basu | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 5 | MBA | Pratik Chanda | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 6 | MBA | Chirag Ray | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 7 | MBA | Dipanjan Basu | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 8 | MBA | Soumen Chakraborty | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |

| Sl. No. | Dept. | Name | Fee waived |
|--------------------|--------------|-----------------------|---|
| 9 | MBA | Jayashree Bera | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 10 | MBA | Souparno Chowdhury | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 11 | MBA | Mainak Chowdhury | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 12 | MBA | Kakan Duary | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 13 | MBA | Sreshtha Sen | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 14 | MBA | Arijit Chakraborty | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 15 | MBA | Poulomi Hore | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |
| 16 | MBA | Mousubha Bhattacharya | Rs 50,000/- per semester 50,000X 4 = 2 Lakhs |

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| *17 | MBA | Anupriya Soumitra | Rs.20,000/- per Semester 20000x 4 = 80,000/- |
| *18 | MBA | Prashid Pal | Rs.20,000/- per Semester 20000x 4 = 80,000/- |
| *19 | MBA | Srabani Nath | Rs.20,000/- per Semester 20000x 4 = 80,000/- |

No. of fee waiver granted with amount and name of student (2021-23)

| Sl. No. | Dept. | Name | Fee waived |
|----------------|--------------|-------------------------|---|
| 1 | MBA | Rijula Das | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 2 | MBA | Soumyajit Bhattacharya | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 3 | MBA | Debanjali Bandyopadhyay | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 4 | MBA | Nida Ahmed | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 5 | MBA | Ajanta Das | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 6 | MBA | Indra Hazra | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 7 | MBA | Titiksha Roy | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 8 | MBA | Agnivo Guha | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 9 | MBA | Saptarshi Chaudhury | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 10 | MBA | Vikramjit Kumar | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 11 | MBA | Mani Sankar Roy | Rs 50,000/- per semester X 4 = 2 Lakhs |

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| 12 | MBA | Sougata Banik | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 13 | MBA | Somrita Dey | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 14 | MBA | Sayan Banerjee | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 15 | MBA | Stuti Rani | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 16 | MBA | Paromita Das | Rs 50,000/- per semester X 4 = 2 Lakhs |
| 17 | MBA | * Avinandita Ghosh | Rs.20,000/- per Semester x 4 = 80,000/- |

Criteria for fee waiver:

- Students who have graduated from the Heritage Group of colleges.
- Students who have all throughout 75% *

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| Estimated cost of boarding and lodging | Rs. 6500/- (approx) per month |
| ADMISSION | |
| Number of seats sanctioned with the year of approval : | Approved intake for Academic Year 2021 – 2022 120 |
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| Last three years admission status in under all categories | | | |
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| Year wise Sanctioned Intake | 120(21-22) | 180(20-21) | 180(19-20) |
| Year wise Actual Admissions | 76 | 67 | 54 |

| Admission Procedure | |
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| Mention the admission test being followed, name and address of the Test Agency and its URL | MAT, JEMAT, PI |
| Calendar for admission against Management / Vacant seats | |
| Last date of request for applications | As per norms laid down by Director of Technical Education, Govt. of West Bengal, West Bengal Joint Entrance Examination Board and affiliating University (MAKAUT,WB) |
| Last date of submission of applications | |
| Dates for announcing final results | |
| Release of admission list | |
| Date for acceptance by the candidate | |
| Last date for closing of admission | |
| The waiting list shall be activated only on the expiry of date of main list | |
| Starting of the Academic session | |

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| Refund Policy | <p>Refund Policy of the Institute is as follows:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 100% refund before commencement of classes <input type="checkbox"/> Proportionate fees are being deducted after commencement of classes |
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| Information of Infrastructure and Other Resources Available | |
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| Number of Class Rooms and size of each | 5 nos and size 96 sq.m. (approx) |
| Number of Tutorial Rooms and size of each | 2 nos. and size 66 sq.m. (approx) |
| Number of Seminar Hall | 2 nos. |
| Number of Computer Lab with capacity of each | 1 nos. with a capacity of 60 students(199 sq.m approx) |
| Barrier Free Built Environment for disabled and elderly persons | Yes |
| Fire and Safety Certificate | Available |
| Hostel Facilities | Limited Hostel Facility available for both Boys and Girls |
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| Library | |
| Number of Library Books / Titles / Journals available | Volumes – 10802 Titles – 1142Journals available - Yes (National Journals – 21, International Journals – 1) |

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| List of online National / International Journals subscribed | EPW |
| E-Library facilities | Available |
| | |

| Name Of The Laboratory | Lab / Major Equipments |
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| Computer Lab | 60 Pcs |

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| List of Software | <p>System Software</p> <ol style="list-style-type: none"> 1. Windows 10 2. Linux (for Computer lab or center?) <p>Application Software</p> <ol style="list-style-type: none"> 1. Oracle Sql Developer Edition 2. VLC Media Player 3. Acrobat Reader 4. Winrar 5. PSPP 6. Google Chrome 7. Mozilla Firefox 8. Anydesk 9. Adobe Reader 11 10. Adobe Flashplayer 11. Microsoft Office 12. R Studio 13. Python 14. MySql |
| Special Purpose Facilities Available | The entire campus is Wi-Fi connected with 200 Mbps leased line for 24 hours for net surfing and online study. All students are provided with unique Email Id for having anytime access to Institute related information. |
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| List of facilities available | |
| Games And Sports Facilities | There are excellent facilities for outdoor games and sports like cricket, football, volleyball and basketball. The institute has separate common rooms for boys and girls, equipped with indoor games facilities like table tennis, carom, chess etc. |
| Extra-Curricular Activities | <ul style="list-style-type: none"> • Public Speaking and General Awareness Club • Budget Analysis Session - ARTHASANKALPA • Debate Competition – ARGUMENTAL • Business Plan Competition. • Prarambh (Annual Fest) • Freshers' Welcome, 'NEUVO' • Teachers' Day |
| Soft Skill Development Facilities | The Training & Placement Cell of the institute organizes certain orientation programmes, grooming sessions, mock interview sessions for students of each stream |
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| Teaching Process | Learning |

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| Curricula And Syllabus For The Programme As Approved By The University | Curricula and Syllabus for each stream is available in our Institute website www.hbs.edu.in |
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| Internal Continuous Evaluation System | In each semester two internal written tests are conducted by the Institute. Besides, each student is given assignments at regular interval. Marks obtained in Internal Tests as well as assignments carries 30% weightage in the concerned semester paper. |
| Students Assessment of Faculty, System | Online students assessment of faculty is in place. Feedback so received is analyzed and the results are shared with the concerned member of faculty so that the faculty members can take the necessary corrective action to improve the quality of the lecture delivered in the class. |

| NBA Accreditation Status | | |
|---------------------------------|--------------------------------------|--|
| 1. | Programmes / Courses accredited | List of NBA accredited programmes / courses to be shown with Accreditation letters / duration of accreditation (3 year / 6 year) |
| 2. | Applied for Accreditation | NA |
| | A. Applied but Visit not happened | |
| | B. Visit happened but result awaited | |

| NAAC Accreditation Status | | |
|----------------------------------|--------------------------------------|----------------------------------|
| 1. | Accredited | Accreditation grade may be shown |
| 2. | Applied for Accreditation | NA |
| | A. Applied but Visit not happened | |
| | B. Visit happened but result awaited | |