



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**RAYAT COLLEGE OF LAW**

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Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Established in 2001, Rayat Educational & Research Trust set up a Group of Institution that has emerged as a premier destination for professional education in the north India. Rayat Group of Institutions (RGI) campus is an institution of excellence known for a culture of academic brilliance and research. The programmes for study conducted in the campus spread across the field of law, engineering, management, pharmacy, education, hotel management and school education. Our alumni have made their mark not only in the industry and business but also in civil services, judicial services, defence forces, research, fashion and modelling, Bollywood and many more. As a part of education social responsibility, the Group provides various scholarships schemes. One of the initiatives in this regard is 100 per cent tuition fee waiver for student whose both parents are not alive.

Established in 2004, **Rayat College of Law** is a self-financed institution. The College is housed in an independent building at the RGI Campus, situated in a rural area of district Shaheed Bhagat Singh Nagar. The College is affiliated to Panjab University, Chandigarh and the courses are approved by the Bar Council of India, New Delhi. Equipped with infrastructure including Moot Court, state-of-the-art Library and Computer Lab with 24 hrs internet facility, wi-fi Campus, the College provides an excellent environment for learning. The College grooms its students for professional roles as advocates, judges, entrepreneurs and teachers and strive to imbibe them with the highest principles of professional, ethical and moral responsibility. To instil an ability in our students to develop core competencies which are essential to embark on the practice of law, the college has a special focus on practical training. The emphasis is on imbuing critical thinking and honing communication skill in addition to basic knowledge of law and an understanding of the functioning of the legal system. Deeply enriched curriculum is a blend of practical experience and inter-disciplinary inquiry to have insights from social sciences. Rayat College of Law has already carved a niche for itself in the field of legal education.

### **Vision**

To transform the students in to world class law professionals, scholars and academicians by promoting empowerment through legal education which is relevant to the needs of society.

### **Mission**

- Prepare the students to imbibe the highest principles of professional, ethical and moral responsibility.
- Develop amongst the students core competencies that are essential to embark on the practice of law. These core competencies particularly include *legal analysis* i.e. knowledge of law, ability to apply law to varying factual settings and ability to engage in legal argumentation; *legal research* i.e. ability to conduct independent legal research and *problem-solving*.
- Imbuing the students with critical thinking and honing their communication skill in addition to basic knowledge of law and an understanding of the functioning of the legal system.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### **Institutional Strength**

- Highly qualified, experienced, stable, committed and student-caring faculty.
- Special emphasis on wholistic development of students.
- Quality teaching-learning with use of appropriate ICT.
- Students have attained Top 10 positions in Panjab University during last five years.
- Emphasis on practical training.
- Air-conditioned library with books journals and online resources.
- Freeships and scholarships to students belonging to marginalized sections and needy students.
- Incentives to students who achieve in academic and sports.
- State-of-the-art infrastructure.
- Community outreach through Legal Aid Clinic, Rotaract Club and NSS.
- Safe and comfortable hostel facility both for girls and boys.
- Campus with sprawling greenery.

### **Institutional Weakness**

- Need to tap emerging employment opportunities for students in corporate law sector through placement cell.
- Academic development opportunities through collaboration with other institutions need to be tapped.
- Limited opportunities for faculty to contribute in designing or updating of curriculum.
- The college needs to work towards faculty and student exchange programmes at national and international level.
- Alumni engagement needs to be strengthened.
- Faculty has lesser scope to apply for research projects funding/grants by UGC.

### **Institutional Opportunity**

- The college is promoting free and equal education to unprivileged sections of the society.
- Collaborations with other academic institutions at national and international level for faculty and student exchange programmes.
- Sprawling green campus provides opportunities to have environment sustainability and development initiatives.
- The experienced and qualified faculty will enhance research collaboration with Panjab University and other institutions.
- Situated in a rural area of Distt. Shaheed Bhagat Singh Nagar, the college has wide opportunities to community outreach in villages.
- Proximity to two district judicial complexes and Punjab & Haryana High Court provides opportunities in terms of expert engagement and exposure to students.

### **Institutional Challenge**

- Inclination of students in the region to migrate to foreign countries.
- Inability to introduce certificate programmes in emerging laws.
- Mushrooming of legal education institutions in the region.

- Some students from rural areas face challenges in progression due to educational background.
- Lesser placement opportunities due to limited number of law firms in the region.

### 1.3 CRITERIA WISE SUMMARY

#### Curricular Aspects

Rayat College of Law ensures effective curriculum delivery as per the guidelines provided by the affiliating university i.e. Panjab University, Chandigarh and Bar Council of India, New Delhi. Academic calendar is prepared as per university guidelines. Before the commencement of academic session, the meetings of Academic Council are conducted to create the academic action plan and ensure availability of resources required for effective curriculum delivery. The faculties make use of interactive methodologies like lecture method, case study method, discussions, Power Point etc. to teach students. The lecture plans are consistently supervised by the Board of Studies to ensure the smooth flow of Curriculum prescribed. Internal examination, class assignments and class tests are also conducted to ensure an effective curriculum delivery. By visiting the courts, students gain experiential learning in terms of arguments, examination and cross examination of parties and witnesses, court procedures etc. The institution is committed for exploring interdisciplinary approaches through the curriculum in legal education. Cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics have been integrated in the prescribed curriculum. To instil an ability in our students to develop core competencies which are essential to embark on the practice of law, the college specially focused on practical training. The emphasis is on imbibing critical thinking and honing communication skill in addition to basic knowledge of law and an understanding of the functioning of the legal system. To improve the teaching-learning process, feedback is taken from the students, teachers and alumni. This feedback is analysed in order to take measures for improvements and there is also a constant check of the Action Plan.

#### Teaching-learning and Evaluation

Rayat College of Law is committed to provide high-quality legal education to its students. Such commitment and dedication not only ensure the dissemination of knowledge but also contributes significantly to the overall development of students and the community. By upholding standards, providing comprehensive support systems, the college plays a vital role in shaping the future of budding legal professionals. Adhering to the eligibility criteria set by the Bar Council of India under the Legal Education Rules ensures that the institution maintains standards in its admission process. The reservation policy of the state government is complied with in the process of admission. The emphasis on ICT-enabled teaching enhances the effectiveness of teaching learning process. The availability of full-time teachers further enhances the support system for students. The college has well qualified full time stable faculty including 8 teachers with Ph.D. degree.

The institution's structured approach to addressing student grievances in both internal and external examinations is commendable and reflects a commitment to fairness and transparency. MSTs are conducted by the college MST Committee, with clear rules and schedules displayed on the notice board. Answer sheets are displayed after the exam, and faculty members address student complaints regarding assessment. By establishing committees specifically dedicated to the conduct of examinations and the redressal of grievances, the institution ensures that students have avenues for recourse and resolution in case of any issues or concerns. Internal Assessment includes not only MSTs but also Project/Assignment and Viva, providing a holistic evaluation of students' performance. This comprehensive assessment approach ensures that students'

educational experiences are aligned with the institution's educational goals and objectives.

Overall, the institution's emphasis on fairness, transparency, student support, and continuous improvement not only ensures the integrity of its assessment procedures but also enriches the overall educational experience for its students. It acknowledges the importance of nurturing various facets of students' development and underscores the institution's commitment to fostering excellence in education. By upholding these values, the institution not only promotes academic excellence but also nurtures a culture of accountability, respect, and collaboration within its academic community.

### **Research, Innovations and Extension**

Rayat College of Law is dedicated to fostering a dynamic environment where research, innovation, and extension activities thrive, enriching the educational experience and contributing to societal welfare. Faculty members are actively involved in scholarly pursuits, producing publications such as chapters in books, and research papers in peer-reviewed journals of repute. All the research activities are monitored by the Research Committee of the college. Moreover, students are encouraged to participate in research activities, either through collaborative projects with faculty or independent research endeavours. This fosters a culture of inquiry and critical thinking among students, preparing them for careers in law and academia.

By integrating digital tools, and experiential learning methods into the curriculum, the college ensures that students are equipped with the skills and knowledge needed to navigate the complexities of the modern legal landscape. Additionally, the college's Memorandum of Understanding (MOU) with institutions like ACCP COPS (NGO) and SD College, Ambala facilitates comprehensive learning and development for students and faculty.

Extension activities are integral to Rayat College of Law's commitment to community service and societal impact. The Placement and Career Development Cell, Legal Aid Clinic, Environment Cell, Research Committee etc. organizes events such as national seminars, and paralegal services, jail visits, workshops to promote access to justice and legal empowerment. National seminars and workshops serve as platforms for scholars, practitioners, and students to exchange ideas and discuss emerging legal trends and challenges. Rayat College of Law has organised seminars, workshops and other activities related to various aspects of socio-legal studies. Paralegal services offer legal aid and support to needy persons. Additionally, initiatives such as jail visits and cleanliness drives demonstrate the college's commitment to social responsibility and environmental stewardship, instilling values of compassion and citizenship among its stakeholders.

In summary, Rayat College of Law's research, innovation, and extension activities reflect its dedication to academic excellence, societal impact, and holistic legal education. By fostering a culture of inquiry, innovation, and service, the college prepares students to become ethical and competent legal professionals equipped to address the complex challenges of the 21st century.

### **Infrastructure and Learning Resources**

Rayat College of Law is focused to promote overall growth and development of the students. It strives to provide an infrastructure which is conducive to meet the educational requirements of the students and cater to the need of staff of the college, as per norms prescribed by the Bar Council of India and Panjab University, Chandigarh.

The College campus spreads over 5 acres and the built-up area is 20234 sq. metre. with adequate infrastructure as under:

- 16 fully furnished and well-ventilated classrooms, including four rooms equipped with ICT facilities.
- A state-of-the-art Moot Court Hall equipped with ICT facilities with a seating capacity of 100 students.
- Faculty rooms on the Ground and First Floor with ACs, Refrigerator, Lockers, and Microwave facilities.
- Fully equipped Air-Conditioned Library.
- A computer lab equipped with 30 updated computers and uninterrupted internet facility, which is used as a research centre by the students.
- A separate space, used as Legal Aid Clinic, for providing free legal aid facility to the needy.
- Auditorium with ICT facilities, sound system, ACs.
- Ramp facility for the use of disabled persons.
- Spacious ground, for indoor and outdoor sports, and a well-equipped gymnasium.
- Canteens and spacious parking lots.
- Power generator unit.
- CCTV surveillance for safety and security.

The College has well equipped Library with spacious reading area and study carrels to enable individual study. It has 4551 bar-coded books and 19 subscribed Magazines/Law Reports/Journals. Library is automated using DELSOFT Library Management Software. Besides, it regularly subscribes to Manupatra for students access to e-books, e-journals.

The College provides an updated IT infrastructure to the students and the staff. ICT facilities are also provided in the Library, Moot Court Hall, and four other class rooms, where the staff and students can have access to e-databases.

For the maintenance of the infrastructure, including the IT Infrastructure, Rayat College of Law maintains a policy, under which the College has constituted different committees, which are headed by different faculty members. These faculty members work in coordination with a Central team, responsible for maintaining the infrastructure for the whole campus. Separate fund is allocated for the said purpose.

### **Student Support and Progression**

Rayat College of Law has established platforms for the development of academic, professional and personal skill in the students. The students are benefitted by the scholarships provided by college and the government. Several activities have been organised by clubs, societies and committees for capacity building and skills enhancement. The institution organises various events such as Annual National Moot Competition, National Law Fest, Seminars and Debates, which are planned, organised and executed by the student convenors and student members of these clubs/societies respectively. The representative of Legal Aid Clinic liaisons with the faculty in-charge for conducting legal aid activities, like legal aid and legal awareness programs, visiting old age home etc. The Legal Aid Clinic with the help of student provides free and competent legal service to the weaker sections of the society. The Student Co-coordinator of the Sports Club organizes intra-college events that foster team spirit among the participants and make them disciplined. In addition to capacity building programmes, the college makes efforts to provide counselling and guidance to students regarding career prospects, readiness for professional requirements and competitive examinations.

College has various committees such as Anti Ragging Committee, Government Scholarship Committee,

Committee on Prevention of Caste Based Discrimination, Placement and Guidance Cell, Internal Complaint Committee for Sexual Harassment at Workplace and Grievance Redressal Cell to address the issues faced by students and ensure timely redressal of the grievance. The College also has an alumni association which helps to develop students' skills through the interaction with alumni. Our Alumni actively take part in the development of students. They guide the students by judging the moot court competitions, delivering special lectures etc. The Alumni also offer to intern college students. The pass-out students of the college are well placed specially as advocates enrolled with State Bar Council and in government jobs after clearing competitive examinations. Besides, after completion of programmes, students have been progressing to higher education at universities of repute at national and international level.

### **Governance, Leadership and Management**

Rayat College of Law is managed by the Rayat Educational Research Trust. The principal is overall in-charge of the college and responsible for day-to-day functioning. The College Office headed by the Office Superintendent, mainly looks after the related to admissions, eligibility, finance and examinations. The college has well defined vision and mission statement and the management provides the road map and general guidelines for implementation of quality policy and action plan to achieve vision and mission of the college.

The college has developed a strategic plan of five years (2018-2023). The perspective action plan including academic and administrative plans have been prepared.

The management takes keen interest in the development of the institution and believes in decentralization and participative management in its administration. The organizational structure of the College involves leadership at several levels. Various committees of the faculty members have been formed for the overall functioning of the college. Each committee is represented by a convener, assisted by other faculty members, who is responsible for the overall functioning of the committee. The College is governed under the service rules of Panjab University Chandigarh for affiliated colleges rules & regulations of UGC, rules of Government of Punjab, Guidelines of BCI and the Rules framed by RERT from time to time. The faculty is recruited as per the requirement and in accordance with the rules of Panjab University/UGC and the Govt. The advertisement is given in the two reputed newspapers to give wide publicity. Appointments are made strictly as per the recommendations of the Selection Committee appointed as per the rules of Panjab University, Chandigarh.

The college adopts measure for development of teaching and non-teaching staff which include encouragement to participate in skill enhancing programmes, pursuing higher education such as doctorate, training of administrative staff for use of *Tally*, MS-Office and other tools for e-Governance. The performance of the teaching and non-teaching staff of the college is monitored by the principal, about which the Management is informed. The IQAC significantly contributes to the academic and development of the college for maintaining quality.

### **Institutional Values and Best Practices**

"Institutional Values and Best Practices" encompasses the core principles and methodologies that guide organizations in achieving their goals while maintaining ethical standards and fostering a positive organizational culture. Gender equity and gender sensitization are crucial aspects of educational institutions aiming to foster an inclusive and equitable environment. The College has always been proactive in promoting these principles not only cultivates respect and understanding among students but also prepares them to thrive

in diverse settings beyond the classroom.

Preservation of the environment stands as a paramount concern for the Institution, prompting the implementation of specific actions such as the adoption of LED bulbs and the proper disposal of waste materials. Similarly, a prohibition on plastic usage is enforced, while promoting the preference for electronic documents over printing and fostering the maintenance of green spaces across the campus.

The institution has implemented an extensive range of accessibility provisions, such as ramps, strategically positioned across the premises, guaranteeing convenient entry to classrooms, administrative offices, and other vital facilities for Divyangjan and individuals with mobility challenges.

The college is committed to promote an inclusive environment which characterised by tolerance, harmony, and appreciation for cultural, regional, linguistic, communal, socio-economic, and other diversity.

The Institution upholds a set of guidelines for students, faculty, and staff members, ensuring their adherence to a defined code of conduct and actively pursuing its enforcement. Emphasizing the enhancement of student skills, the institution conducts legal awareness Programmes, motivating students to engage in research and presentations on diverse socio-legal subjects to foster their professional competencies. Additionally, to facilitate practical learning experiences, the institution arranges specialized lectures on pragmatic subjects and promotes student visits to courts, police stations, and jails, while also encouraging their participation as para-legal volunteers for external organizations.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	RAYAT COLLEGE OF LAW
Address	V.P.O. Railmajra, Tehsil Balachaur,
City	Saheed Bhagat Singh Nagar
State	Punjab
Pin	144533
Website	<a href="http://www.rayatlaw.ac.in">www.rayatlaw.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Monika Sharma	01881-270500	9780872889	-	rayatlaw@rgi.ac.in
IQAC / CIQA coordinator	Manish Kumar	-	9417618999	-	manish@rgi.ac.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Chandigarh	Panjab University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
BCI	<a href="#">View Document</a>	07-08-2023	12	

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	V.P.O. Railmajra, Tehsil Balachaur,	Rural	5	2136.6

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA LLB,Ba Llb,	60	Twelfth	English	120	91
UG	BCom LLB,Bcom Llb,	60	Twelfth	English	60	21
UG	LLB,Llb,	36	Graduation	English	60	53

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				2				30			
Recruited	0	0	0	0	1	1	0	2	7	19	0	26
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				7
Recruited	3	4	0	7
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				1
Recruited	0	1	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	3	3	0	8
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	10	0	12
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	5	0	5
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	1		1		2

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	45	39	0	0	84
	Female	47	14	0	0	61
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	12	4	6	7
	Female	4	17	5	11
	Others	0	0	0	0
ST	Male	0	0	0	1
	Female	0	0	0	3
	Others	0	0	0	0
OBC	Male	8	2	4	6
	Female	4	5	5	7
	Others	0	0	0	0
General	Male	52	73	90	105
	Female	39	62	64	74
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>119</b>	<b>163</b>	<b>174</b>	<b>214</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The field of law is undergoing rapid changes in the knowledge landscape. The need for a skilled law professional with multidisciplinary abilities across the law, social sciences, commerce and humanities and related technologies is increasing. Rayat College of Law is offering two 5-year multidisciplinary undergraduate law programmes i.e. B.A.LL.B. (Hons.) 5 Year Integrated Programme and B.Com.LL.B. (Hons.) 5 Year Integrated Programme. The curriculum structured by affiliating university i.e. Panjab University, Chandigarh is based on holistic and multidisciplinary education approach. Bridging law, social sciences and commerce, these programmes provide multidisciplinary learning in</p>
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	<p>law to students. In addition to transaction of the multidisciplinary programmes, the college conducts seminars, training programmes and expert lectures on the cross-cutting themes from law, social sciences and commerce and technology. Besides, the clubs and society of the college namely, Legal Aid Clinic Club, NSS, Rotaract Club and Environment Club provides platforms to the students to have a holistic and multi-perspective understanding of issues prevailing in the society. Through collaborations with non-law academic institutions and organisations working for social cause, the college will further enrich the multidisciplinary learning of the students. Rayat College of Law is prepared to follow any further curricular instructions of the university with regard to skill development.</p>
2. Academic bank of credits (ABC):	<p>The initiative of Automated Permanent Academic Account Registry (APAAR), a specialized identification system designed for all students in India, is a part of the 'One Nation, One Student ID' program launched by the Union government, aligning with the new National Education Policy of 2020. This system simplifies the process of admissions and record management and offers insights into student performance. Rayat College of Law has initiated the process of registration of all the students on Academic Bank of Credits (ABC) via the National Academic Depository (NAD). Additionally, the college will make the students aware of add on online courses through national platforms such as SWAYAM.</p>
3. Skill development:	<p>The NEP-2020 envisions the higher education integrated with required skills to prepare the students for challenges in the rapidly changing knowledge landscape. Since the law programmes run by the College are professional programmes, these require more focus on skill development. It has incorporated in its mission to develop core competencies that are essential to embark on the practice of law amongst the students. The curriculum prescribed by Panjab University, Chandigarh has integrated the development of skill sets required in law profession in various courses such as Alternate Dispute Resolution (ADR), Drafting and Pleadings, Professional Ethics, Entrepreneurship, internship etc. The college has hired a visiting practicing advocate who conducts weekly training sessions on</p>



	<p>professional skill development. In association with DLSA, students of the college get opportunities to have first-hand experience of practice of law and develop legal skills. Besides, moot court activities are conducted in scheduled manner and students are encouraged to participate in moot court competitions with a focus on development of mooting and drafting skills. Rayat College of Law is further planning to engage with law firms to train its students for emerging skills in the field of law practice.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>It has been mentioned already that the curriculum for law programmes being run by Rayat College of Law has been structured by Panjab University as per the guidelines of Bar Council of India. Though any course on Indian Knowledge System has not been prescribed, yet some courses in 5 year programmes such as Indian History, Hindi language and Punjabi language provide knowledge of some aspects of Indian Knowledge System to the students. The students also gain knowledge of Indian heritage through visits to Indus Valley Civilisation site at Ropar and museum at Anandpur Sahib and participation in annual Panjab University Youth and Heritage Festival. The college welcomes any further integration of Indian Knowledge System as an engaging course in curriculum. Also, the students will be encouraged to take online courses on Indian Knowledge System.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Rayat College of Law is prepared to fulfil the course objectives as defined by the curriculum prescribed by the affiliating university and implement the outcome based legal education for all the programmes. Programme Educational Objectives (PEOs) and Programme Learning Outcomes (PLOs) have been aligned with the vision and mission of the college and posted on its website. The PEOs and PLOs have been framed on the basis of Bloom's Taxonomy. The pedagogy adopted for curriculum delivery is student centric with a special focus on development of skills required in practice of law.</p>
<p>6. Distance education/online education:</p>	<p>Rayat College of Law is prepared to meet the goal of NEP-2020 to impart updated legal education. The college uses ICT tools in classrooms, library has online education resources with a computer lab to access these resources. The College premises is wifi. During the period of lockdown due to COVID19</p>

pandemic, the college successfully conducted curriculum delivery through online modes such as Google Meet, Zoom, WhatsApp etc.

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, ELC has been established on 15/05/2024
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the students' coordinators and coordinating faculty members have been appointed in the ELC. Since the final semester examinations are in progress, the electoral literacy/awareness programmes will be organized after the conduct of examinations. However, the students are being encouraged to cast their vote through college pages on social media and WhatsApp groups for classes. Yes, the ELC has representation from all the classes/batches.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Since the ELC has been established on 15/05/2024, the initiatives will be taken after completion of examinations. However, before the establishment of ELC, RCL Literary Society and NSS unit organized awareness programmes on ethical voting.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The ELC of the college will take the initiatives to advance democratic values and participation in electoral processes.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The ELC will identify the students above 18 years who are yet to be enrolled as voters in the electoral roll and institutionalize the mechanism to register eligible students as voters.

## Extended Profile

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### 1 Students

#### 1.1

*Number of students year wise during the last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
638	739	679	665	547
File Description		Document		
Institutional data in the prescribed format		<a href="#">View Document</a>		

#### 1.2

*Number of outgoing/ final year students year wise during the last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
124	153	98	100	96
File Description		Document		
Institutional data in the prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

*Number of full time teachers year wise during the last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
27	27	21	25	23
File Description		Document		
Institutional data in the prescribed format		<a href="#">View Document</a>		

#### 2.2

*Consolidated number of Full time teachers worked in the institution during last five years (without repeat count).*

**Response: 33**

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3 Institution

#### 3.1

*Total expenditure excluding salary year wise during the last five years (INR in lakhs).*

2022-23	2021-22	2020-21	2019-20	2018-19
258.01	270.609	233.18	283.611	21.52

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

*The Institution ensures effective curriculum delivery through a well planned and documented process.*

**Response:**

The Institution is affiliated to Panjab University which provides the structure of the curriculum. The Institution emphasize on both major aspects of planning and delivery. The curriculum is available in advance to the learner in the library and is published on College website. Before commencement of academic year, various meetings are conducted to create the academic action plan which includes setting timeline for syllabus completion, fixing the dates of field visits and projects, conduct of curricular, co-curricular and extra-curricular activities through Academic Committees. Workload is distributed in advance to the teachers and they are to submit teaching plans standardized on academic terms accordingly and same is submitted to convener of Academic committee of the college.

With the objective of achieving excellence in education, the institution ensures timely preparation of the timetable which is communicated to the faculty in advance to plan the teaching schedule and it is displayed on notice board and college website prior to the commencement of new session. Students who are weak in communication and learning are supplemented through remedial measures. The faculty of the Institution takes a pro-active role by supplementing teaching efforts with seminars/conferences and classes are made interactive and lively by engaging discussion on current affairs and new developments in the legal profession. The legal aid activities of Institution prepare the students to become an active learner through observation and practical knowledge about the relevant provisions of law. A Mentor (Class Incharge) assigned to each class, inspires the students in their academics and motivates them to be members of the various clubs/cells of the Institution.

A large number of resources like reference books, e-resources, journals, ICT enabled learning, field trips, internships; projects etc. contribute greatly in effective curriculum delivery. The faculties make use of interactive methodologies to teach students like lecture method, case study method, discussions and Curriculum delivery is also done through Power Point Presentations. The lecture plans are consistently supervised by the Board of Studies to ensure the smooth flow of Curriculum prescribed.

Academic calendar is prepared as per the Panjab University guidelines. All faculty members and coordinators of various committees complies with the academic calendar and work out accordingly. Teachers are provided pressure- free atmosphere and ample opportunities to prepare for the accomplishment of the academic programmes.

The effective curriculum delivery is also implemented through conduction of internal examination, class assignments and class tests. Field tours, visit to courts in collaboration with District Legal Service Authority (DLSA), training and internship under practicing lawyers and law firms are encouraged by the college to make the students able and self-confident. By visiting the courts, students gain experience of arguments, examination and cross examination of parties and witnesses and court procedures.

Highly qualified and dynamic faculty is involved in curriculum implementation. They ensure effective curriculum delivery through publishing articles on the topics relevant to the effective curriculum delivery through publishing articles on the topics relevant to the curriculum.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2

*The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation(CIE).*

#### **Response:**

The Rayat College of Law follows structure of the curriculum for various law programmes namely B.A.L.L.B. (Hons.) 5 Year Integrated Course, B.Com.L.L.B. (Hons.) 5 Year Integrated Course and LL.B., which is designed and developed by the affiliating university i.e. Panjab University, Chandigarh. The institution provides comprehensive professional legal education and conducts Continuous Internal Evaluation. The academic term/year commences as notified by Panjab University and is incorporated in the academic calendar. At the commencement, the academic calendar is devised to schedule the activities of the committees/cells, orientation, subject expert lectures, seminars, workshops and conduct of Internal Evaluation, through faculty meetings. Under instructions of the Principal, the academic committee convener conducts periodic meetings to adhere to the academic calendar. The students are the center of the teaching-learning and evaluation process. The faculty of the institution takes a pro-active role by preparing Course File of their respective subject/courses for the effective implementation of curriculum and classes are made interactive and lively by engaging in application-based lectures, discussion on current affairs and recent developments in legal profession.

At the start of every academic year, an orientation programme is conducted for the new academic batches. The aim of this programme is to introduce the students about college, its rules and regulations regarding attendance, internal evaluation scheme, rules of conduct etc. At the beginning of every semester the Academic Committee of the college prepares the schedule for the internal exams, submission of assignments and also syllabus completion target time. The schedule is framed after a thorough discussion with the Principal and the Staff. The college follows the continuous internal evaluation pattern prescribed by Panjab University. The evaluation system comprises of Mid-Semester Test which is scheduled twice for every academic year by the college and Semester Examination conducted by Panjab University, Chandigarh. A student's performance in a particular semester is evaluated on the basis of an internal assessment comprising of 20 marks and the semester examination of 80 marks making a total of 100 marks per subject. The internal assessment is done by the teacher who teaches that subject of the course and which will be based on Mid-Semester Test, project work and Viva-Voce. The Semester Examination is conducted by the Panjab University, Chandigarh. The Internal Assessment marks are submitted to the concerned staff to be uploaded on the University Portal. The schedule for the Semester end examination is notified by the affiliating University and the College prepares the list of the students appearing for the

same and sends it to the Examination Department of the University. The institution ensures that Academic Calendar is strictly followed and the students are given benefit of Continuous Internal Evaluation process so that they themselves assess their performance at any level of the study.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

*Number of elective/options courses offered by the institution during followed during last five years.*

**Response:** 19

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Minutes of Board of Studies meeting clearly specifying details of elective/option courses with course content	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1

*Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, constitutional and Human Values, Environment & Sustainability and other value framework enshrined in Sustainable Development goals into the Curriculum.*

**Response:**

Rayat college of Law is committed for exploring interdisciplinary approaches through its exceptional curriculum in legal education through. The institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human values and Professional ethics in its Curriculum. The syllabus designed by the Panjab University elaborately covers issues relating to Gender, Environment, Human Values and Professional Ethics in various subjects. In the five year law programme, the aspects of gender issues and human values are covered under topics of rights, equality and justice in the courses of Political Science. The aspects of Human Values are included from the sociological perspective for the same year

in the subject of Theoretical Sociology. In B.A.LL.B.II in the subject of ‘Society in India’ the aspects of Gender and Human Values Movements are covered. The syllabus of five year law course sensitizes the students on social issues which play an important role to understand the society, political system and historical background which helps to develop a better perspective in legal education. The syllabus of Sociology covers the subject “Law and Social Transformation” which deals with issues of Gender and Human Values in depth. Gender includes the social, psychological, cultural and behavioral aspects of human being. The understanding of human being is very important to correlate the various aspects of crime and enforcement of law in order to safeguard the society. The subjects Family Law I, II, Law of Crimes, Constitutional Law of LL.B. three year & B.A.LL.B. Five Year deal with Gender and Human Values. The subjects like Jurisprudence & Human Rights elaborately deal with Gender. The subject of Environmental Law and Sustainable Development covers in the syllabus of B.A.LL.B. 5 year, semester VIII, which provides the insight on the cross-cutting issues and law relating to environment and the policies to enhance sustainable development.

In spite of this, the college aims to sensitize the students on these issues and promote awareness through institutional activities like seminars, webinars, conferences, and various environmental activities like tree plantation drives, health awareness, Van Mahotsav etc. The institution celebrates Human Rights Day, International Women’s Day to inculcate moral and ethical values amongst the students. The institution follows an approach in legal education where learning is not only useful, but also inspiring and inspirational. Rayat College of Law is committed to exploring interdisciplinary approaches through its exceptional curriculum. RCL aims to develop knowledge, skill, and value among students so that they have the best possible experience to be successful in life.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Constitutional and Human Values and Professional Ethics in the Curriculum	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2

*Percentage of courses that include experiential learning through Moot Courts, seminar courses, Court visits, Arbitration/Mediation/Client Counseling Exercises, Para legal volunteering/ legal aid training, advocate chamber and internship in law firms/NGOs/Judicial Clerkships etc., during last five years.*

**Response:** 13.03

*1.3.2.1 Number of courses that include experiential learning through project Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, Para legal volunteering/ legal aid training, advocate chamber and internship in law firms//NGOs/Judicial Clerkships etc., year wise during last five years.*



2022-23	2021-22	2020-21	2019-20	2018-19
28	30	19	8	8

**1.3.2.2 Number of Courses offered across all programs year wise during last five years.**

2022-23	2021-22	2020-21	2019-20	2018-19
156	152	141	136	129

File Description	Document
Minutes of Faculty Meeting/ BOS/Academic Review Committee meeting and subsequent Academic Council Meeting.	<a href="#">View Document</a>
List of Programmes and courses within it related to Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships etc.	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

**1.3.3**

*Percentage of students undertaking Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships etc.,(Data to be given for the latest completed academic year).*

**Response:** 47.65

**1.3.3.1 Number of students undertaking Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships etc., during the latest completed academic year.**

**Response:** 304

File Description	Document
Sample Participation Certificate in Moot Courts, Court visit report submitted to the University, certificate endorsing the student participation in Arbitration/Mediation/Client Counseling, internship completion certificate provided by the host law firm, NGO. Certificate of clerkship assistances from judiciaries. Note: all documents should have clear dates of engagements and should be on official letterhead.	<a href="#">View Document</a>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Program and course contents that specifies components mentioned in metric 1.3.3 as approved by BOS	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

#### 1.3.4

*Number of certificate / value-added courses / Diploma Programmes offered by the institutions and online courses of MOOCs, SWAYAM / e\_Pathshala/ NPTEL and other recognized platforms(without repeat count)where the students of the institution have enrolled and successfully completed during the last five years.*

**Response:** 0

File Description	Document
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

## 1.4 Feedback System

#### 1.4.1

*Structured feedback for curriculum and its transactions is regularly obtained from stakeholders like Students, Teachers, Law firms, Judges, Sr. Counsels, Employers, Alumni, Civil Societies, Academic peers etc., and Feedback processes of the institution may be classified as follows:-*

**Response:** A. Feedback collected, analysed, action taken & communicated to relevant body and feedback hosted on the institutional website

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Feedback analysis report submitted to appropriate committee/bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis and its report to appropriate committee/bodies	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 71.49

##### 2.1.1.1 *Number of students admitted year wise during last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
119	163	174	214	145

##### 2.1.1.2 *Number of sanctioned seats year wise during last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
240	240	240	240	180

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Document relating to sanction of intake as approved by competent authority of the affiliating University	<a href="#">View Document</a>
Admission extract signed by the competent authority (only fresh admissions to be considered)	<a href="#">View Document</a>

#### 2.1.2

*Percentage of seats filled against seats reserved for various categories (SC, ST, OBC etc.) as per applicable reservation policy during the last five years ( exclusive of supernumerary seats).*

**Response:** 51.28

##### 2.1.2.1 *Number of actual students admitted from the reserved categories year wise during last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
28	28	20	35	29

**2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years.**

2022-23	2021-22	2020-21	2019-20	2018-19
61	61	61	61	46

<b>File Description</b>	<b>Document</b>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of the letter issued by the State govt. or Central Government Indicating the reserved categories(SC, ST, OBC, Divyangjan, etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

### 2.2.1

*The institution recognises multiple intelligences of students and creates policies and programs for all kinds of learners. The institution assesses the learning levels of the students and organises special Programmes /policies for different levels of learners.*

#### **Response:**

The institute admit the students through centralised merit based counselling conducted by Punjab Government through any university in Punjab. Students' interaction is conducted in pre admission counselling to access the learning level of students. After the admission orientation programme is conducted to make students familiar with the college faculty and other students. This will develop confidence in students regarding their new journey. Admitted students are also allotted with class in-

charge (mentor) in every class who is responsible for mentoring their respective class students from starting to completion of their respective programme. It is always required that additional inputs are necessary so that the average can perform better and better ones can become the best.

We are more concerned to find out the strength and weakness of each individual student. For that each class in-charge/mentor observes each student and interacts with them to identify slow learner and advance learner in each class. To improve the performance of slow learner all academic related assistance given to them at their all level of academic needs, in order to boost their learning ability. For the same purpose institution also provides additional guidance and remedial classes by arranging a special slot of concerned teachers beyond the instructional hours to make them understand the concept in more clear way and to overcome their difficulty by providing hands on practice of concerned subjects. They are provided with assignment topics of each subject in order to facilitate their learning. Each subject teacher conducts class test and presentation before the final examination of the semester.

While teaching their subject every concerned teacher uses bilingual transaction method, because, many of the students are from rural background. ICT tools are used to make concept clearer to the students. The institution is encouraging advanced learners to participate in various intra and inter-college curricular and extra-curricular activities such as national and international moot court competitions, client counselling, and internships. These students are also motivated to take up special internships in law firms, companies, Government departments and courts. All faculty members encourage and provide assistance to these students to conduct research, present a paper at various states, national and international seminars.

For slow learners all subject teachers and class in charge encourage them and ensure that they participate in various activities and competitions at institution such as moot court, client counselling, legal aid activities, literary activities including essay writing, quiz, debate, poster competition, street play, poetry, youth parliament, slogan writing etc. Students are also given the responsibility for arranging overall programme so that their potential & skill recognized and develop sense of responsibility in them. This will create cohesive atmosphere in the institution which will help in inter mixing of slow and advanced learners. This will make learning process easy, effective and help in overall development of personality of the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for additional Information	<a href="#">View Document</a>

### 2.2.2

#### *Student- Full time teacher ratio Data requirement:*

- *Total number of Students enrolled in the Institution.*
- *Total number of full time teachers in the Institution.*

**Response:** 23.63

File Description	Document
List showing the number of students in each of the programs for the latest completed academic year across all semesters	<a href="#">View Document</a>
Certified list of full time teachers along with the departmental affiliation in the latest completed academic year.	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1

*Student centric methods, such as experiential learning, participative learning, peer learning, team teaching, case law method and problem solving methodologies are used for enhancing learning experience and teachers use ICT-enabled tools including online resources for effective teaching learning process.*

#### **Response:**

The Institution aims at providing quality Legal Education to students through its well-qualified faculty and student-centric approach in the teaching-learning process. The college adopts various modern methods in order to have effective teaching-learning process as below:

#### **Experiential and Participative learning:**

In order to provide legal education, the students need to get an exposure to the realities of life which are prevailing in the society. To achieve this, students are given opportunities to visit courts, Police stations, jails etc. to gain first-hand information and knowledge about functioning of various components of criminal justice system. The Institution has a permanent Legal Aid Clinic. Students participate in various curricular and co-curricular activities like Mock Parliament, National Law Quiz, Debate and Extempore competition, Lok-Adalat at DLSA, Nawanshahr etc.

#### **Peer learning and case law method**

It is an education method that helps students solidifies their knowledge by teaching each other. Our institution adopts proctor model in which moot workshops are organized and juniors learn from the experience and expertise of their seniors. These sessions focussed on developing student's research and writing skills, argumentation, problem solving and presentation skills. There is one weekly moot class in the time table in which the faculty gave one proposition to study and then discuss it in class which leads to an interactive session.

#### **Problem solving methodologies:**

The teachers enhance the learning of students through problem solving methods in various subjects where it is possible to formulate a problem requiring a solution to be stated by making reference to the relevant procedural law. The students write solutions and get the same discussed in the class. It helps to

develop critical thinking, open mindedness and a spirit of inquiry.

## ICT ENABLED TOOLS FOR EFFECTIVE TEACHING LEARNING PROCESS

Following tools are used in the teaching learning process in Online- Offline mode of instruction. During lockdown these ICT tools proved to be a boon for making the teaching learning process easy and accessible to all students.

### 1. Google Classroom - Blended Learning Platform:

Google Classroom is a free, blended learning platform that offers a variety of benefits for both students and teachers. Google Classroom enhances the productivity and take workflow management to the next level. It keeps track of assignments coming in with a simple glance making it very easy to know everyone's status and to follow up with students who are missing work.

**2. Educational Videos and animations (YouTube and Internet):** Various valuable educational videos of Law subjects with latest judgements available on internet, YouTube provide additional help in better understanding of subject knowledge.

**3. Smart Classroom:** Classroom integrated with ICT tools and internet connections provides enhanced and interactive learning and teaching opportunities for students and teachers. The internet-connected to systems in smart classes is stored with abundant information. It is accessible anytime for their teaching and learning process.

**4. E-Resources:** Manupatra online legal Database and DELNET were available for students to access remotely in online mode and enhance their learning experience

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.2

*The institution adopts effective schemes for mentoring students through teacher mentors and student mentors to address academics and student-psychological issues.*

#### Response:

In mentoring, a sound and trusting relationship will rely upon the degree of understanding and responsibility shared by the mentoring partners This will lead to connect the faculty more with the students. Our faculty (mentor) is contributing time, attention, consistent support, guidance and concrete help to a student to provide them with a positive role model. The students may come across difficulties



during the degree programmes and have to face academic and adjustment challenges. To cope up with such problems, the mentor-mentee programme for the students of the institution has been developed in which the mentees can express their views, share their thoughts and problems to the mentors. There are real time challenges that mentor take with enthusiasm in giving them a solution to pacify their situation. The goal of student mentoring is to help all students involved in the mentoring program to gain the skills and confidence to be responsible for their own futures and develop to their full academic and personal potential.

#### Responsibilities of Mentor (Class-Incharge):

- Maintain batchwise student roll call list.
- Keep contact details of students and parents.
- Record of previous semester result.
- To advise the students regarding choice of options in subjects, projects and assignments.
- To guide the students in taking up extra academic and professional activities for value addition as a member of the society.
- Provide information about students to each teacher whenever required.
- Student counselling should be done whenever required.
- Leave application form of students along with necessary documents should be kept.
- Maintain discipline among students.
- Maintain data of student achievements.
- To contact the parents/guardians of the students in case of their academic irregularities, behavioural changes etc.
- To guide students and also to arrange for remedial teaching if required.
- To make the students be self-aware of their strengths and weaknesses and giving constructive feedback that includes both criticism and praise.

The principal of the institution meets all mentors at least once a month to review the proper implementation of the system and advice mentors wherever necessary. Acting as a friend, a teacher and a guide to the real world, mentors have the opportunity to encourage and advise students by sharing their own experiences and knowledge. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall programme. Evidence of success of the practice includes better results in the examinations, more regular attendance, increased participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students. Therefore, we aim that all students get rightly educated and take the right step towards building their career.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
List of Active mentors	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

***Percentage of full time teachers appointed against the number of sanctioned posts.***

**Response:** 84.38

**2.4.1.1 *Number of Sanctioned Posts as on latest completed academic year.***

Response: 32

<b>File Description</b>	<b>Document</b>
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts).	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**2.4.2**

***Percentage of full time teachers with Ph. D. / LL.D during the last five years.***

***(consider only highest degree for count)***

**Response:** 27.27

**2.4.2.1 *Number of full time teachers with Ph.D./LL.D during the last five years.***

Response: 9

<b>File Description</b>	<b>Document</b>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
List of faculty having Ph.D./LLD with particulars of the degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Copies of Ph.D./LLD awarded by UGC recognized universities	<a href="#">View Document</a>

**2.4.3**

***Average teaching experience of full time teachers (Data for the latest completed academic year in number of years).***

**Response:** 7.19

**2.4.3.1 Total experience of full-time teachers**

Response: 194

<b>File Description</b>	<b>Document</b>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

**2.4.4***Percentage of full time teachers working in the institution throughout during the last five years.***Response:** 81.82**2.4.4.1 Number of full time teachers worked in the institution throughout during the last five years:**

Response: 27

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format (data template merged with 2.4.1 and 2.4.3)	<a href="#">View Document</a>

**2.5 Evaluation Process and Reforms****2.5.1***Mechanism of internal assessment is transparent and robust in terms of frequency , mode and innovation along with prevalence of mechanisms to deal with internal exam related grievances which is transparent and time-bound.***Response:**

- Since the involved subject teacher administers the internal examination assessment, the student may address the concerned subject teacher with any complaints or questions regarding the assessment to get an explanation of it. The principal resolves the grievance if the student is not satisfied.
- Students are permitted to submit questions that are taken into consideration for internal evaluation reform using the Suggestion/Complaint Box.
- Since it's an internal assessment, students collaborate quite well, and the institute receives no significant complaints. Every teacher creates a question paper with academic integrity and the institute's ethical ideals in mind. The guidelines and code of conduct established by Panjab University, Chandigarh, are posted on the notice board and adhered to even during MSTs.
- The mid-semester test (MST) conducted by the college MST Committee formed time to time as per the directions of the principal. The Date -Sheet and rules for MST are displayed on notice

board as well.

- To encourage each student to bring out the best in them, answer sheets are shown following the midterm exam, and faculty members are directed to investigate complaints from students regarding their assessment of the answer sheets. It is expected of all teachers to address students' questions and facilitate their continued growth.
- Since the evaluation is completed by the individual subject teachers and there is no university directive requesting it, there is no re-evaluation of internal papers.
- Along with MST, Project/Assignment and Viva is also included in the internal Assessment.
- Project and Assignment topic are given by respective subject teacher in advance and the student have to submit the project / Assignment on or before the specific date allotted by the teacher.
- Before the Final Exams, Viva Schedule is informed to the student as per subjects and each student gives presentation on his allotted topic.
- Internal Assessment Consists Marks of MST, Project/Assignment and Viva as per university guidelines.
- In order to maintain transparency in the internal assessment, it is filled on the university website portal i.e open for a limited period. After that it displayed on the notice board.
- To motivate the students, three toppers from every class are awarded with prizes in the Annual Prize Distribution function and the scholarships are also given to the toppers.

A student may ask for re-evaluation at the university level. The answer books are checked again or re-accessed by the university examiners, and any updated grades are forwarded to the college by the university.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*The institution has stated learning outcomes (Program and Course outcomes)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents and the attainment of the same are evaluated by the institution.*

#### Response:

- The Program Outcomes and Program Specific Outcomes are achieved through a curriculum prescribed by Panjab University Chandigarh.
- Our institution offers three Programmes i.e. LL.B. (3 Years Course) and B.A.LL.B. (Hons.) 5 Years Integrated Course and B.Com.LL.B. (Hons.) 5 year integrated Course.
- As the Institution is affiliated to Panjab University, Chandigarh, we follow the Course Outcomes envisioned by the Board of Studies (Law) of the University.
- The POs, PSOs are communicated during admission counselling by the Admission Committee to

the new entrants.

- Program Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all the programmes are displayed on the institution website.
- The Principal also makes the students aware of the Programme Outcome, its importance at the orientation Program for newly admitted students.
- The Notice Board of the institution also displays the subjects to be taught in each course. It provides a general idea about the outcome on the successful completion of the course.
- The syllabus prescribed for each course displays the respective COs in the initial paragraph.
- The soft copy of the syllabi is available on the college website and is also communicated to the students by the concerned subject teacher.
- Every teacher conducts an introductory session for each course and informs students of the expected outcomes of the course.
- The institution organizes Career Counseling Lectures and Capability Enhancement Programmes to effectively communicate the learning objectives and expected outcomes.

### **Method of measuring attainment of Programme Outcome and Course Outcome:**

A student's performance in written and practical examinations is one of the indicators of a student's progress over the year. Home assignments, unit tests, MSTs and university assessment are substantially helping to evaluate the learning outcomes.

The institution after every semester analysis its result to assess the passing percentage and to identify whether the success rate of our students in the examination is above the University average.

Further, the attainment of the programme and the course outcomes are measured by the institute by recognizing the toppers of the university examinations. In every semester, approximately 4-5 top ten positions are bagged by our institute students.

Many times, the excellent results of our institute and the names of meritorious students are published in newspapers as well.

The success of students in variety of fields displays achievement of POs and PSOs to a considerable extent. Most of the successful students enrol themselves as advocates across the State Bar Associations in India and practice in the Court of law at different levels and also works in government and private institutions. Further, students go for higher education abroad as well as in reputed institutions of legal education in India.

For an overall assessment of students as envisaged in the POs, their participation in institution co-curricular and extra-curricular activities is taken into consideration by faculty. Prizes, scholarships/cash awards, Student of the year award are given based on various assessment parameters.

File Description	Document
Upload COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

**2.6.2**

*Pass percentage of Students during last five years.*

**Response:** 89

**2.6.2.1 Total number of final year students who passed the examination year wise during last five years.**

2022-23	2021-22	2020-21	2019-20	2018-19
103	119	96	92	94

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Certified report from the Affiliating University indicating the pass percentage of students of the final year (final semester) eligible for the degree program-wise / year wise	<a href="#">View Document</a>
Annual report of Institution highlighting the pass percentage of students	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1**

**Online student satisfaction survey regarding teaching learning process**

**Response:** 3.45

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1

*Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs).*

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs).**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

#### File Description

#### Document

Institutional data in the prescribed format (data template)

[View Document](#)

#### 3.1.2

*Seminars/conferences/workshops conducted by the institution on Research methodology, Intellectual Property Rights (IPR), Entrepreneurship, Skill development, Frontier/ contemporary areas researches in law and judicial trends etc. during the last five years.*

**Response:** 33

**3.1.2.1 Number of Seminars/conferences/workshops conducted on conducted on Research methodology, Intellectual Property Rights (IPR), Entrepreneurship, Skill development, Frontier/ contemporary areas researches in law and judicial trends etc. by the institution year wise during last five years.**

2022-23	2021-22	2020-21	2019-20	2018-19
11	2	13	7	0



File Description	Document
Report of the Seminars/conferences/workshops conducted by the institution with relevant photos and/or videos (if any)	<a href="#">View Document</a>
List of Seminars/conferences/workshops conducted by the institution	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

### 3.1.3

*Funded Seminars/ Conferences /workshops.*

**Response:** 0.22

**3.1.3.1 Total Amount received through funding from Government and Non-Government agencies for Seminars/Conferences and workshops during the last five years(Amount in lakhs).**

2022-23	2021-22	2020-21	2019-20	2018-19
0.22	0	0	0	0

File Description	Document
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Fund sanction letter from the granting agency towards Seminars/ Conferences /workshops organised by the institution	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

### 3.2.1

*Percentage of teachers recognized as research guides.*

**Response:** 12.12

**3.2.1.1 Number of teachers recognized as research guides during last five years.**

Response: 4

File Description	Document
Upload copies of the letter of the affiliating university recognizing the institution's faculty as research guides	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

**3.2.2**

*Number of papers published per teacher in the Journals notified on UGC website during the last five years.*

**Response:** 0.21

**3.2.2.1** *Number of research papers in the Journals notified on UGC website during the last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	0	3	02

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Link to the institutional website where the first page/full paper (with author and affiliation details) is published	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

**3.2.3**

*Number of books and chapters in edited volumes/books published and papers published in national/international conference proceedings per teacher during last five years.*

**Response:** 0.7

**3.2.3.1** *Total number of books and chapters in edited volumes/books published and papers in national/international conference proceedings year wise during last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
5	9	4	5	0

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
E-copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>

### 3.3 Extension Activities

#### 3.3.1

*Institution's Legal aid/community services and Outcomes of extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues, holistic development, and awards received, if any.*

*(Showcase at least four case studies to the peer team).*

#### Response:

##### Case study-1

Rayat College of Law, under its Legal Aid and Community Service initiative, celebrated the Festival of Colors, Holi, at Ambuja Manovikas Kendra, a Special School for Differently Abled Children, in Village Bada Salora, Rupnagar.

Events like these are not only joyful occasions but also provide an opportunity for students to interact with differently-abled children and spread happiness and inclusivity. Such initiatives help foster empathy, understanding, and support for individuals with special needs within the community.

##### Impact on Students

Celebrating festivals like Holi at special schools allows students to engage in meaningful activities and contribute positively to the lives of differently-abled children. It promotes a sense of belonging and acceptance, enriching the overall social fabric.

##### Case study-2

Rayat College of Law organized a Legal Awareness Campaign for Road Safety in collaboration with the Traffic Police in S.B.S. Nagar on March 13, 2020.

The main objective of this campaign was to educate the general public about road safety rules and laws

necessary for driving vehicles on roads. The students interacted with drivers and passengers of vehicles. They provided information about basic rules for road safety and informed them about the penalties imposed by Motor Vehicle Laws for violating traffic rules.

### **Impact on Students**

Campaigns like these are crucial for promoting road safety awareness and reducing accidents on the roads. Education about traffic rules and regulations can contribute significantly to creating safer road environments for everyone.

### **Case study -3**

Rayat College of Law organized a cleanliness drive on October 4, 2021, as part of the cleanliness week observed from October 1st, 2021.

### **Impact on Students**

The primary objective of the cleanliness drive was to raise awareness among students about the importance of cleanliness and its benefits. Such initiatives not only contribute to maintaining a clean environment but also instill a sense of responsibility and civic duty among the students and the community at large.

### **Case study- 4**

Rayat College of Law organized a charity event on Independence Day, August 14, 2021, to support needy students.

Providing notebooks and stationery to the primary wing of Govt. Primary Smart School Sukhrampur in Ropar reflects the college's commitment to assisting underprivileged communities, particularly in the field of education.

### **Impact on students:**

Events like these indeed play a vital role in bridging the gap for students who lack access to basic educational resources. Notebooks and stationery are essential tools for students' academic success, and such donations can significantly impact their learning journey.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

### **3.3.2**

*Number of extension and outreach programs conducted by the institution through NSS/ NCC/Government and non-government bodies other clubs during the last five years.*

**Response: 7**

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Detailed list and report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>

**3.3.3**

*Students participating in Lokadaalat/Para Legal Volunteering/Pro-bono, PIL etc and the outcomes are evident.*

**Response:****Case Study- 1**

**The Legal Aid Clinic of Rayat College of Law has arranged a visit to District Sudhar Ghar Ropar on 21-11-2019**

**Impact on students:**

The students of Rayat college of law Visiting a District Sudhar Ghar in Ropar as part of a legal aid clinic trip likely involves providing legal assistance or support to individuals in need. District Sudhar Ghar often cater to various social welfare activities, including rehabilitation and support for vulnerable populations. It's a commendable initiative to engage law students in practical experiences that contribute to social justice and community welfare.

**Case study - 2**

**The students of Rayat College of Law participated in National lok Adalat** held at S.B.S Nagar on 12-03-2022. National Lok Adalats are being organised at regular intervals where on a single day Lok Adalats are held throughout the country in all courts wherein cases are disposed off in large numbers.

**Impact on students**

The last year's students actually participated in the camp. The student get aqinted with the problems of citizen related to family, property etc. they gave advices to the needy and poor people. The camp has provided training to our students to become successful lawyers, beside creating an awareness of rights for the common man.

**Case study- 3**

The Rayat college of Law organised An awareness Programme on 'NRI Marriages: Do's and Don'ts, on

29 -11-2022 , organized in Rayat College of Law in collaboration with the National Commission for Women, New Delhi, Department of Law, Panjab University, Chandigarh, District Legal Services Authority, Ropar and Nawanshahar and Lamrin Tech Skill University.

### Impact on students

The objective of this Programme is to make students and people aware regarding challenges faced in NRI marriages. In this programme, around 200 students and people were present from the surrounding villages. Advocate Rajbir Singh Rai, D.L.S.A. Ropar, proceeded the programme by focusing on the do's and don'ts of NRI marriages. He emphasised that a person need to check the groom's personal information particularly marital status, financial status, immigration status etc and also need to insist on a registered marriage along with the religious marriage to be solemnized in India with adequate proof like photographs etc. Do not take any decision in haste and do not get pressurized to do so for any reason whatsoever.

### Case study -4

The students of Legal Aid Clinic of Rayat College of Law participated in Cyber Cell Awareness Programme held at Government Sen. Secondary School Lodhimajra Ropar on 18-11-2022

### Impact on Students

Students became aware of the problem of cyberbullying, online fraud, racial abuse, pornography etc.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 3.4 Collaboration

### 3.4.1

*Number of functional MoUs / linkages with institutions/ Law firms/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 2

<b>File Description</b>	<b>Document</b>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
List and Copies of documents indicating the functional linkage/collaboration activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

*The institution has adequate infrastructure facilities for*

*a. teaching - learning. viz., classrooms, laboratories,*

*b. ICT enabled facilities such as smart classes, LMS etc.*

*c. Facilities for cultural and sports activities , yoga centre, games (indoor and outdoor) gymnasium, auditorium etc.*

**Describe the adequacy of facilities within a maximum of 500 words**

#### **Response:**

Rayat College of Law is focused to promote overall growth and development of the students and therefore, the institute provides an infrastructure, conducive to meet the educational requirements and to cater to the needs of the students and staff of the college, as per norms prescribed by the Bar Council of India and Panjab Univesity, Chandigarh.

**Classrooms:** The College has sixteen, well-ventilated classrooms, with a seating capacity of 54-60, in each room. Out of these, four rooms are ICT enabled. All the classrooms are equipped with comfortable seats, proper lighting, fans, white board, podium and curtains, to facilitate effective learning atmosphere.

**Library:** The College has a well maintained Library, automated with library software “LibSoft”. It has a wide collection of textbooks, reference books, journals, following open access and spacious reading room and study carrels for individual usage.

**Moot Court Hall:** The College has a Moot Court Hall on the first floor, which is fully furnished and equipped with ICT facilities. The set-up is used for National Moot Court Competition every year, Law Fest and Client-Counseling Competitions along with moot practical classes.

**Legal Aid Clinic:** Understanding its responsibility towards the society, the College has identified a unit on the First Floor as Legal Aid Clinic, headed by a Faculty Convenor along with a team of students.

**Computer Lab:** The College has a well-equipped Computer Lab with 30 computers, with updated version of Windows and legal e-databases, for the students and staff to access the e-learning resources.

**Seminar Room:** The College has an air-conditioned Seminar Room with smart furniture equipped with modern facilities such as ceiling-mounted LCD projector, sound system, podium and other fixtures.

**Auditorium:** The College Campus has a 200 sq.mtrs. air-conditioned auditorium for conducting programmes such as seminars, conferences, workshops, yoga sessions and other cultural activities.



**Ramp/Railing:** For the physically challenged/Divyangjan Visitors, the College provides a Ramp/Railing for providing barrier-free environment.

**CCTV Surveillance:** The College promises to ensure complete safety and security of its staff and students. For this, the College premise is covered under CCTV surveillance.

**Power Generator Unit:** A Generator of 125 KVA is installed for uninterrupted power supply and back up.

**Canteen:** Institution has spacious Canteen within campus where hygienic food is served.

**Sports, Games and Gymnasium Facilities:** The Institution has indoor as well as outdoor sports facilities available within the campus, with a spacious ground of 14096 sq. mtrs. The campus also has a Gymnasium with area of 65 sq. mtrs for the physical fitness of the staff and students.

**Other Facilities:**

- Separate Rooms for Principal, Staff, Administrative Staff and Store Room.
- Clean drinking water.
- Separate common rooms for boys and girls.
- Clean and separate washrooms for boys and girls.
- Ample parking space.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide the link for additional information	<a href="#">View Document</a>

**4.1.2**

*Percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs).*

**Response:** 0.66

**4.1.2.1 Expenditure for infrastructure augmentation, excluding salary year wise during last five years (INR in lakhs).**

2022-23	2021-22	2020-21	2019-20	2018-19
3.01	1.65	0.06	0.79	1.58

File Description	Document
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentations should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscription to e-resources and journals are made. The library is optimally used by the faculty and student.*

#### Response:

#### Response:

The library of Rayat College of Law is housed in spacious hall, on the first floor. It offers safe, comfortable, well-lighted, clean space with adequate seating arrangement to ensure effective use of library resources. The carrels are placed for the focused study. There is a fixed space for the teachers. The library has adequate space for reading, circulation counter, magazines/ periodical display rack and information display.

The ambience of the library is regularly taken care for providing lively environment for study and research.

The library is enriched with resources for the reference and circulation. It is regularly updated with journals, magazines, newspapers and database to cater the legal and intellectual requirement of the users. The library is partially automated with “LIBSOFT software”.

**Library Staff:** The institution has a well-qualified librarian (doctorate), assistant librarian and library attendant. The librarian takes care of all the record of the library i.e. transaction of books, maintenance of all library resources available in the library. The focus is to serve the users with positive attitude. The students are guided to fulfill their requirements related with resources.

**Budget:** Library Advisory Committee examines the prospects and makes suggestions before taking any final decision for purchasing of books and subscription for journals. Catalogues of different publishers are made available to the faculty and books are purchased as per their requirements keeping the students and faculty in mind.

**Library Advisory Committee:** The Library Advisory Committee is constituted to address the various issues involved for development and evaluation of the services and to frame new policies for the improvement of library infrastructure and resources. The library committee plays an important role as a connector between library staff and users, which helps to improve the services and resources of the library.

Name	Designation	Role
Dr. Monika Sharma	Principal	Chairperson
Dr. Sarbjot Kaur	Librarian	Convenor
Ms. Manjeet Kaur	Asstt. Professor of Laws	Member
Ms. Kanchan Jaswal	Asstt. Professor of Hindi	Member

**Library working hours:** The library is open in the college working hours from 8:45 am to 3:30 pm.

**Library collection:** The resources are an inevitable part of the library. The satisfaction of the library users depends on the collection of library. Therefore, thorough focus is made to develop the collection of the library very judiciously as per the requirements of the users. The library is well stocked with resources for the reference and circulation. It is regularly updated with journals, magazines, newspapers and database to cater the legal and intellectual requirement of the users.

The library has proper collection development policy. The requirements of faculty and students are taken care at the time of acquisition of books for the library has been done.

#### **Resources of the library:**

1. Books: 4551
2. Journals: 12
3. Back volumes of journals
4. Magazines: 7
5. Newspaper: 7

**Availability of electronic resource:** The library has the subscription of Manupatra: An online database to search the cases, judgments and scholarly information on the legal domain.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide the Paste link for additional information	<a href="#">View Document</a>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>

#### **4.2.2**

*Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals*

*and legal databases during the last five years (INR in Lakhs).*

**Response:** 1.79

**4.2.2.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs).**

2022-23	2021-22	2020-21	2019-20	2018-19
2.11	2.48	2.12	0.82	1.41

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority(relevant expenditure claimed for purchase of books/ e-books and subscription to journals/e-journals should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1

*Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection.*

**Response:**

At Rayat College of Law, apart from teaching-studying through books, students are persuaded to learn through various online platforms, including legal databases like Manupatra. For this purpose, the College adequately makes available, the ICT facilities for its students and faculty. The College maintains a separate Computer Lab on the First Floor, where the students and faculty members can have access to various online platforms and legal data bases. The Computer Lab at the College is very well-equipped with 30 Computers, all updated with the latest versions of Windows, uninterrupted internet facility and other software required by the students.

The library at the College is also well-equipped with a computer system and internet facility. There are five rooms in the College, including the Moot Court Hall, where projectors are installed for smart learning of the students.

The College has constituted IT Infrastructure Development Committee, headed by Faculty Convener,

who works in co-ordination with the central IT Team of the campus. The campus IT team is headed by technical experts, which maintains the IT facilities and keeps a regular check on the needs and necessary repairs of the IT Infrastructure.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide the link for additional information	<a href="#">View Document</a>

#### 4.3.2

*Student – Compute/ laptop ratio (Data for the latest completed academic year)..*

**Response:** 21.27

4.3.2.1 *Number of computers available for student use..*

Response: 30

File Description	Document
Stock register/extracts highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

#### 4.4.1

*Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs).*

**Response:** 0.21

4.4.1.1 *Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs).*

2022-23	2021-22	2020-21	2019-20	2018-19
0.57	0.25	0.21	0.02	1.19

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 4.4.2

*There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.*

#### **Response:**

Rayat College of Law has well-established procedures and policies for the maintenance and utility of physical, academic and supporting facilities – classrooms, library, computer lab, etc. The maintenance of these facilities is carried out by the concerned departments of the campus in association with committees constituted for the same. At the beginning of every academic session, the College appropriates a budget for the maintenance of the infrastructure facilities, which is duly utilized and accounted for.

**Cleanliness of the College:** The College has appointed a team of three members, who take care of the cleanliness of the college infrastructure. The sweepers are responsible for the cleanliness of the campus, classrooms, faculty rooms, moot court hall, computer lab, library, corridors, washrooms etc. They report their work to the Superintendent of the College. For keeping the campus clean, dustbins are placed at various points within the college.

**Maintenance of building:** For maintaining the building of the College, there is a separate team for the whole campus, who is responsible of making new constructions (as and when required), necessary repairs, and paint jobs, carpenter jobs etc. There is a purchase department, which makes available the material required for maintain the college infrastructure.

**Maintenance of Classrooms:** The classrooms are the primary work space and are managed with proper systems and procedures in accordance with the guidelines set by the Management. The maintenance of classrooms is a regular exercise. At the beginning of every academic session, the infrastructure committee of the college ensures that all the class rooms are well-equipped with all the facilities. The committee ensures that all the desks and benches, fans and lights, white boards, etc. are all in a fit state for their use during the session. If there is need of any repairs or replacements, the concerned departments like purchase department, maintenance department etc. are contacted for the same. In case of the classrooms equipped with ICT facilities, the infrastructure committees works in coordination with the IT infrastructure committee.

**Maintenance of Library:** For the maintenance of Library infrastructure, a Library Advisory Committee

has been constituted, under the Chairmanship of the Principal of the College. The Librarian and two other faculty members are the members of the committee. The Committee is responsible for procuring and purchasing books and other material, as recommended by the faculty members of the college. In order to maintain the library, the committee is assisted by the other committees, like the infrastructure committee (responsible for making seating arrangements etc.), the IT infrastructure committee (responsible for meeting the IT needs).

**Maintenance of Moot Court Hall:** The college has constituted a Moot Court Club for looking after the maintenance and utility of the Moot Court Hall. The Club works in collaboration with the Infrastructure Committee and the IT Infrastructure Committee for the maintenance of infrastructure at the Moot Court Hall.

**Maintenance of Computer Lab and Facilities:** For the purpose of maintaining the computer lab, the college has appointed a regular Computer lab attendant, who is responsible for the proper functioning of the computer lab. The lab attendant works in collaboration with the IT infrastructure committee. The committee assists the attendant in maintaining the computer systems and internet availability. The IT Committee works under the leadership of the Principal of the college and in collaboration with the IT Cell of the Campus and the purchase department. The Committee is responsible for ensuring proper internet availability and meeting other IT requirements at the college, like proper working of the computer systems in Computer Lab as well as the Offices of the college, availability of uninterrupted internet etc.

**Maintenance of Sports facilities:** The Sports Committee of the College takes responsibility for the management of sports facilities. The necessary sports articles, sports kits etc. are purchased by the College on the recommendations made by the committee. Periodically, the Committee takes necessary steps for developing sports facilities including maintenance of playground, gymnasium etc. The students with excellence and achievements are felicitated by the college management.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarship/freeship by the institution, Government and non-government bodies, industries, individuals, philanthropists during last five years.*

**Response:** 6.21

*5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists year wise during last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
41	44	38	41	39

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	<a href="#">View Document</a>
Upload Sanction letter of scholarship and free ships (in English).	<a href="#">View Document</a>
Upload policy document of the HEI for award of scholarship and freeships.	<a href="#">View Document</a>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

#### 5.1.2

*Capacity building and skills enhancement initiatives taken by the institution include the following.*

- 1. Soft skills**
- 2. Language, communication and advocacy skills**
- 3. Life skills (Yoga, physical fitness, health and hygiene)**
- 4. Awareness about use of technology in legal process**

**Response:** A. All of the above



File Description	Document
Report with photographs on soft skills enhancement programs	<a href="#">View Document</a>
Report with photographs on programs related to ICT/technology skills in legal process	<a href="#">View Document</a>
Report with photographs on Life skills (Yoga, physical fitness, health and hygiene) enhancement programs	<a href="#">View Document</a>
Report with photographs on Language: communication and advocacy skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

### 5.1.3

*Efforts taken by the institution to provide career counseling including e-counseling and guidance for competitive examinations during the last five years.*

#### **Response:**

RCL Career Guidance and Placement Cell offer comprehensive programme and services that will give students the knowledge, mindset, and abilities they need to grow up to be responsible members of society. Through a variety of activities, the cell supports students and helps them overcome obstacles over the college year so they can advance successfully. In addition to creating numerous work opportunities for students, the RCL Career Guidance and Placement Cell assisted students in preparing for viable career options. The cell has training sessions, workshops, and coaching on advocacy, higher education possibilities, and other career opportunities. Student received career counseling from seasoned resource people. Students attended seminars on advocacy skills and interview techniques to help them succeed in their jobs.

A practicing advocate (visiting faculty) gave special classes on how to develop resume, client counselling, mooting, pleading, drafting etc. to the students. He also provided information on career opportunities in the field of law, introduction to legal positions as law researcher, legal advisor, and law officer. These classes help students in overall development of the students.

From time to time the college conducted special lectures by advocates, judges, district authorities as well as distinguished academicians from other institutions on career in law and various aspects of practice of law. Motivational lectures were also organised for the students which encourage them to develop decision making skill.

Internship programs motivate students and it is also a part of syllabi for some components of academic programmes. Collection of certificates of the same is mandatory for all the students to submit in the college. Authorization for internship is also provided by the college.

The college is committed to provide comprehensive career and counseling services aligned with NAAC guidelines. Continuous improvements and a proactive approach to challenges underscore our dedication to nurturing the holistic development of our students. The integration of these services into the academic framework ensures a well-rounded educational experience, preparing students for successful careers and personal growth.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 5.1.4

*The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases*

- 1. Implementation of guidelines of statutory/regulatory bodies*
- 2. Organisation wide awareness and undertakings on policies with zero tolerance*
- 3. Mechanisms for submission of online/offline students' grievances*
- 4. Timely redressal of the grievances through appropriate committees*

**Response:** A. All of the above

File Description	Document
Report of Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee monitoring the activities and number of grievances	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

***Percentage of placement of outgoing students during the last five years.*****Response:** 25.22***5.2.1.1 Number of outgoing students placed year wise during the last five years.***

2022-23	2021-22	2020-21	2019-20	2018-19
18	26	35	25	40

**File Description****Document**

Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order (the above list should be available in institutional website)

[View Document](#)

Institutional data in the prescribed format (data template)

[View Document](#)**5.2.2*****Percentage of Students enrolled with State Bar council.*****Response:** 33.06***5.2.2.1 Number of Students enrolled with State Bar council (data for last completed academic year).***

Response: 41

**File Description****Document**

Number and List of students enrolled with Bar Council and details such as name, Date of enrollment to Bar Council, etc and links to enrollment certificate (the above list should be available in institutional website)

[View Document](#)

Institutional data in the prescribed format (data template)

[View Document](#)**5.2.3*****Percentage of students progressing to higher education during the last five years.*****Response:** 5.08

**5.2.3.1 Number of outgoing student progression to higher education year wise during last five years.**

2022-23	2021-22	2020-21	2019-20	2018-19
11	4	9	3	2

<b>File Description</b>	<b>Document</b>
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education. (the above list should be available in institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

**5.2.4**

***Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations).***

**Response:** 8.06

***5.2.4.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years.***

2022-23	2021-22	2020-21	2019-20	2018-19
38	6	1	1	0

<b>File Description</b>	<b>Document</b>
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1

*Number of awards/medals won by students for outstanding performance in sports/literary/cultural activities/Moot court/arbitration competition/ Client counseling competition/Trial advocacy/Mediation and negotiation competition/ Judgment writing competitions/Legislative drafting Competition.*

**Response:** 44

*5.3.1.1 Number of awards/medals for outstanding performance in sports/ literary/cultural activities/Moot court/arbitration competition/Trial advocacy Client counseling competition/Mediation and negotiation competition/ Judgment writing competitions/Legislative drafting Competition at university/state/ national / international level (award for a team event should be counted as one) year wise during the last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
9	11	4	15	5

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
List and links to e-copies of award letters and certificates	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 5.3.2

*Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms).*

**Response:**

The aim of the college is to provide overall growth of students, so that they are equipped professionally as well as personally. For achieving this aim college strives to include students in administrative, co-curricular and extra-curricular activity. For this reason, various clubs and committees have been established and students have been part of these in decision making. Not only students take part in meetings, discussions but also organize events in their capacity as co-coordinators with respect to the club/committee they are part of. The Moot Court Club society student members take part in decisions, in

consultation with the Faculty in-charge and members of the society, for the conduct of all events, including organizing of National Moot Court Competition which is an annual event as well as other events such as intra-moot court competition, organizing workshops etc. The student organizers plan and organize the events from the grass root level and are also encouraged to make decisions with regard to event's successful completion. The representative of legal Aid Clinic Club liaisons with the Faculty in-charge for conducting legal aid activities, like legal aid and legal awareness programs, visiting old age home etc. The Legal aid Clinic with the help of student provides free and competent legal service to the weaker sections of the society to ensure that opportunities for securing justice are not denied to any citizens by reason of economic or other disabilities and also gives students a practical exposure of legal profession as paralegal volunteer. The Student Sports co-coordinator of the Club organizes inter college/department events that foster team spirit among the participants and make them disciplined. The dedicated sports club provides students with a plethora of opportunities to maintain a healthy and active lifestyle while pursuing academic goals. The Cultural Committee celebrates the social decent as well as cultural diversity in the campus by organizing various festivals and events. The Committee guarantees the students involvement and experience at the campus. The team organizes various cultural activities round the year to keep the spirits of the campus at enigmatic heights. It requires a lot of effort and planning to organize events on this scale, for which we have a strong and dedicated student's team with multitude of skills. The committee seeks to create a platform that provides the students with an opportunity to display creative talents in a variety of ways. The Environment Club is one of the student's clubs in the College, wherein students of the College, particularly those who are concern about the environment, can join the Club. The Club with the help of its student team strives to create environmental awareness amongst the student community and the society at large. The Institution ensures the representation of students in its societies, cells, clubs like Moot Court Society, Sports Club, Literary Society, Cultural Committee, Environment Cell, Rotract Club, which empowers them to take decisions for the purpose of conducting various programs and activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.3.3

*The institution conducts /organizes following activities*

*1. Sports competitions/events*

*2. Cultural competitions/events*

*3. Technical fest/academic fests*

*4. Any other events through active clubs and forums*

**Response:** A. All four of the above

<b>File Description</b>	<b>Document</b>
Report of the Technical fest/academic fests along with photographs appropriately dated and captioned year- wise.	<a href="#">View Document</a>
Report of the Sports competitions/events along with photographs appropriately dated and captioned year- wise.	<a href="#">View Document</a>
Report of the Cultural competitions/events along with photographs appropriately dated and captioned year- wise.	<a href="#">View Document</a>
Report of the any other events through active clubs and forums along with photographs appropriately dated and captioned year- wise.	<a href="#">View Document</a>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Copy of circular/brochure indicating such kind of activities.	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1

*The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and teaching, mentoring other support services during the last five years.*

#### **Response:**

Due to a variety of factors alumni have a definite role in the growth and development of Higher Education Institutions (HEIs). Thus, it is very crucial for an academic organization to develop and strengthen a continuous rapport with alumni. Alumni are expected to perform many roles effectively such as promoting institutional brand; providing mentoring to on-going students; facilitating internships, career opportunities, job placement for outgoing students and so on.

The institute is well connected with its Alumni. The Alumni maintain an active link with the institute. Alumni Committee of the institute bridges the gap between the college and alumni. Alumni benefit the students in providing assistance for internship, visiting courtside opportunities etc. During the interaction alumni have highlighted the importance of current trends in the field of law and guided the students about the career opportunities. During visit to campus, they share their personal experiences with students. Alumni also visit campus to support the existing students in planning and organizing events,

extend support and guidance for functioning of various students clubs. Alumni Committee aims to foster interaction amongst the past students, Faculty and the present students. The Committee provides an open platform for the former students, current students, teachers and non-teaching staff to exchange views on several aspects related to the development of the college. Alumni are reflection of the performance of the college and are like the nerves of any institution. College now plans to seek intellectual as well as physical contributions from its alumni students by means of providing hands on training to present students, developing present-past students' harmonious relationships, placements and internship assistance. There has to be continuous strong link between the alumni and the present students with an active platform of interaction. College is very sure that various new avenues of development would be opened up through this collaboration of old and new students.

#### 5.4.2

*Alumni contribution during the last five years (INR in Lakhs).*

**Response:** E. <1 Lakhs



## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The governance of the institution is reflective of and in tune with the vision and mission of the institution.*

**Response:**

The vision and the mission statement of the institution are reflective of the institutional aspirations and ethical ethos. Rayat College of Law is managed by the Rayat Educational Research Trust. Rayat College o Law has well defined vision and mission statement and the management provides the road map and general guidelines for implementation of quality policy and action plan to achieve vision and mission of the college. Policies and practices adopted and executed cater to the wholesome and holistic development of quality legal education, allied learning and ethical refinement of students. This creates good teaching learning environment and ensures academic excellence. The Management focuses on the overall development of the students with special reference to the execution of the co-curricular design of the institution, which helps infuse, inculcate and build a strong sense of professionalism with social commitment.

Rayat College o Law has adopttted decentralized model in academics, administration and students' welfare. The college has appointed various committees under the leadership of the Principal. For the governance of the institution all the committees are assisted by faculty and Internal Quality Assurance Cell. Teaching-Learning Evaluation Plans have been reframed with more emphasis on participative discussion on Precedents, Judgments, Current updates and newspaper headlines. The student has prior information of topic of discussion. The aim of the college is to provide overall growth of students, so that they are equipped professionally as well as personally. For achieving this aim college strives to include students in administrative, co-curricular and extra-curricular activity. For this reason various clubs have been established and students have been part of these in decision making. Not only students take part in meetings, discussions but also organize events in their capacity as co-coordinators with respect to the club/committee they are part of. The Moot Court Club society student members takes part in decisions, in consultation with the Faculty in-charge and members of the society, for the conduct of all events, including organizing of National Moot Court Competition which is an annual event as well as other events such as intra-moot court competition, organizing workshops etc. The representative of legal Aid Clinic Club liaisons with the Faculty in-charge for conducting legal aid activities, like legal aid and legal awareness programs, visiting old age home etc. The Student Sports co-coordinator is empowered to take decisions for sports activities and the conduct of Sports Meet. The Institution ensures the representation of students in its societies, cells, clubs like Moot Court Society, Literary Society, Cultural Committee, Environment Club, Rotract Club, which empowers them to take decisions for the purpose of conducting various programmes and activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.1.2

*The effective leadership is visible in various institutional practices such as decentralization and participative management.*

#### Response:

The management takes keen interest in the development of the institution and believes in decentralization and participative management in its administration. The organizational structure of the College involves leadership at several levels. In order to ensure the inputs of various functionaries of the College there is a system of delegation of authority. As per the standard practices of the college the Chairman has delegated his powers to Principal and further delegated to powers to the Vice-Principal. Various committees of the faculty members have been formed for the overall functioning of the college. Each committee is represented by a convener, assisted by other faculty members, who is responsible for the overall functioning of the committee. Under the participative approach, participation of different stakeholders including teachers, members of the managing committee, principal and students is ensured in different bodies of the College. To encourage more participation of the students in the governance of the college various clubs and societies have been constituted represented by the student convener under the supervision of the teacher coordinator.

#### Case Study

Rayat College of Law established Moot Court Club. The formation of Moot Court Club is based on the active participation of the students and the teachers. The purpose of the Moot Court Club is to widen the horizon of a student in various fields that are communication, writing, personality development etc. The club fulfils its objectives by conducting regular practical classes/group discussions, use of ICT, moots and other allied activities. Thus, the students learn various aspects of legal fields, prepare themselves for careers in legal profession, familiarize themselves with courtroom procedures, etiquettes and develop skills needed to meet the challenges in the contemporary world.

#### Working of the Moot Court Club:

- Concerned class teacher according to their respective practical class/ group discussion assigned in the time table conducts one class in a week in the Moot Court Room.
- A Moot Court proposition/ a topic for group discussion is given to the group of students by the concerned teacher; the students prepare the Moot Proposition/ the topic for GD and give presentation in the Moot Court Room.
- Members of Moot Court Club help the other Students in preparing their Moot Propositions.
- An Intra-college moot court competition has been organised annually.

**Conduct of National Moot Court Competition annually:**

Rayat College of Law has been organizing National Moot Court Competition annually since 2007. For this purpose the Principal convened a meeting of faculty to prepare the blueprints for organizing the National Moot Court Competition. Requisite funds were allocated by the Management. Moot Court Club members were instructed to organize the competition. A meeting was also conducted by the Moot Court Committee to distribute the duties regarding it among other staff members and students as well for the smooth conduct of the function. Different types of duties such as registration, stage coordination, refreshment, welcome of the guests and delegates, sitting arrangements, decoration arrangements, hospitality, arrangement for TA/DA etc. were distributed among faculty, students, administrative staff and class four employees.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.2 Strategy Development and Deployment****6.2.1**

*The institutional Strategic/ perspective plan is effectively deployed.*

**Response:**

Aligning with its vision and mission, the college developed a strategic/ perspective plan with a focus on academic, administrative and infrastructural development. The curricular, co-curricular and extra-curricular activities are planned at the beginning of the academic year in the form of academic/activity calendar. The activities are chalked out in consultation with students, teachers, and the management through meetings called whenever required. This helps us in developing the perspective plan for the next academic year.

**Case Study**

From the beginning we realized our social responsibility and the continuous need to spread knowledge of law in society. In order to meet this objective the college undertakes various activities like legal awareness camps, awareness lectures, community services etc. For this purpose the college has established Legal Aid Clinic in the year 2012 inaugurated by Mr. G. S. Saran District & Session Judge-Cum-Chairman District Legal Services Authority S.B.S. Nagar. The objective of this Legal Aid Clinic is to provide free and competent legal service to the weaker sections of the society to ensure that opportunities for securing justice are not denied to any citizens by reason of economic or other disabilities and to give students a practical exposure of legal profession as a paralegal volunteers with the District Legal Service Authority S.B.S. Nagar as well as with the District Legal Service Authority Rupnagar.

In tune with the objective of serving the society, the college has collaborated with DLSA S.B.S. Nagar and Rupnagar, Punjab. The students of Rayat College of Law have the opportunities of Jail visit, paralegal volunteer training, engaged by DLSA on research based projects, conducted door to door campaign, awareness rallies and organised various legal awareness programmes in schools and nearby communities. Recently the legal aid Clinic of the college has signed MOU with an NGO named Anti Corruption Crime Prevention Community Oriented Policing Society (Regd.) Mohali. The purpose of this MOU is to encourage collaboration, cooperation and interaction through various programmes including internship, awareness camps, workshops and other awareness activities. These collaborations provide platform to our students to undergo short projects and internship programmes and organising activities related to legal aid awareness and sensitisation regarding environment protection & conservation.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.2.2

*The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.*

#### Response:

Rayat Education Research Trust is the parent body of the college which governs through the Governing Body, Trustees and the Board of Life members.

#### Governing Body

Governing body consist of Chairman, Secretary, Governing Member, Two Nominated Members as teachers representatives by the Managing Committee, and six other members.

#### Administration

The Principal is overall in- charge of the college and responsible for day-to-day functioning. The College Office headed by the Office Superintendent, mainly looks into matters related to admissions, eligibility, finance and examinations.

#### Internal Quality Assurance Cell

The IQAC has to ensure that the overall functioning and working of the College is efficient and effective with high standards and in tune with the vision-mission statement and quality policy of the college.

#### Service Rules

The Rayat College of Law is governed under the service rules of Panjab University Chandigarh for affiliated colleges, Rules & Regulations of UGC, Rules of Government of Punjab, Guidelines of BCI and the Rules framed by RERT from time to time.

### **Recruitment strategies**

The faculty is recruited as per requirement and in accordance with the rules of Panjab University/UGC and the Govt. of Punjab. The advertisement is given in the two reputed national newspapers so as to give wide publicity. Appointments are made strictly as per the recommendations of the Selection Committee appointed by the Panjab University as per the rules. The salary, allowances, PF and pension are applicable as per the UGC/Govt rules.

### **Promotional Policies**

The Management of the college maintains a consolidated seniority list of staff members as per their appointment order and date of joining and designation. Promotions are given on the basis of Career Advancement Scheme (CAS) according to rules of Panjab University, UGC and Government of Punjab.

### **Organogram of the Institution**

The organizational structure of RCL is a blend of professional autonomy, individual accountability and well-defined administrative structure. Within this overall framework, faculty members have the professional operational autonomy in conducting their teaching, research, training and consultancy. The college authorities are in the order of hierarchy as follows: Governing Body, Principal, Vice- Principal, Advisory Council, Teachers, Non-Teaching Staff and various Committees established at college level such as Academic Committee, Admission Committee, Cultural Committee, Environment cell, Moot Court Club, Legal Aid Club, Anti- Ragging Committee etc. Constituted on the directives of the Governing Body, these committees play an important role in various institutional functions in the college. The involvement of faculty members in all academic & administrative functions is ensured by the principal. Decentralization has been done at all levels for good governance. Regular meetings of these committees are held for the effective and smooth functioning of the college. The academic committee prepares the activities calendar for the year in which all the activities/events are duly assigned to the respective committees. The concrete action plan with timelines for the different activities is communicated to the Convener's of respective committees and their effective implementation is managed and controlled by the convener.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### **6.2.3**

#### ***Implementation of e-governance in areas of operation***

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI.	<a href="#">View Document</a>
Provide the relevant information in institutional website as part of public disclosure	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1

*The institution has effective welfare measures for teaching and non-teaching staff.*

**Response:**

- The institution values its staff and makes all possible attempts to enhance their physical, intellectual, emotional and economic well-being.
- Every faculty is given adequate opportunities to participate in seminars, workshops, conferences etc.
- Faculty members are encouraged and motivated to pursue higher studies and are relieved to attend faculty development programmes and training like Refresher Courses, Orientation Course, FIP, Workshops etc. within and outside the State, even during working days of the academic calendar and duty leave is sanctioned for such purposes.
- Faculty members of the Institution are permitted to pursue doctoral studies.
- All the teaching and the non-teaching staff are provided benefits such as maternity leave, study leave etc. in addition to regular leave structure.
- The staff room is self-contained and has individual seating arrangement for each faculty.
- Institution has provided Contributory Provident Fund Scheme whereby the management contributes its share equal to the share of the employee.
- Medical facilities are available for the staff and students within the campus. 24 hours ambulance facility is also available in case on any medical emergency.
- Faculty accommodations are provided in the college campus.
- For promoting research oriented activities in teachers, library of the institution is digitized and up to date. Manupatra online software is subscribed annually for teachers and students.

- Wi-Fi and Internet facilities are also available for the use of faculty members.
- Various facilities such as toiletries, microwave, refrigerator, air conditioner, lockers are also provided.
- Transport facility through common bus facility of the campus.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.3.2

*Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies publication and other academic incentives during the last five years.*

**Response:** 0

*6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year-wise during the last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

### 6.3.3

*Percentage of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the last five years*

*(Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)*

**Response:** 21.14

*6.3.3.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years.*

2022-23	2021-22	2020-21	2019-20	2018-19
3	6	9	6	2

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC stipulated time periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
E-copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>

### 6.3.4

#### *Institutions Performance Appraisal System for teaching and non-teaching staff.*

#### **Response:**

As per requirements the institution maintains a system of performance appraisal for its staff teaching as well as non-teaching. Standard forms of confidential reports for lower and upper division clerks are maintained by the institution.

#### **FACULTY:**

To keep improving teaching strategies of teaching staff, the college has a mechanism to obtain the feedback about them from the students in a formal manner. The parameters on which a teacher is assessed are subject knowledge, punctuality, subject command and preparedness, class control, rapport with students, Completion of syllabus, inspiring interest of the student in the subject, uses examples/cases/judgments to increase understanding and delivery and effective communication. The feedback is examined by the Principal. Favourable as well as adverse remarks in the feedback are discussed individually with the concerned subject teacher by allowing them the opportunity to inspect the forms. In addition, there is also a Self- Appraisal Performa for Associate Professors and Assistant professors which has academic performance indicators. Based on the teacher's self assessment, API scores are proposed by the teacher for various indicators in the category of teaching, learning and evaluation related activities, co-curricular, extension and professional development related activities and research and academic contribution. This self assessment scores are then verified and finalized by the screening/selection committee.

#### **ADMINISTRATIVE STAFF:**

The confidential reports on upper and lower division clerks are maintained by the institution. These are reviewed by the Principal annually and filed in personal files of the concerned employee. Likewise there



are forms of Report on the work and conduct of class IV staff. The remarks put by the Principal are further reviewed by Human Resource department of the institution. The content of these forms include, Personal Data and brief statement of the work handled by the employee during the year/period under report. The report contains questions pertaining to the capacity to discharge the work assigned, punctuality and discipline, ability, honesty and integrity, personal traits such as, personality, presentation, behaviour and attitude towards fellow colleagues.

There is self assessment report for Principal. It has self-assessment pertaining to the academic growth and contributions. The appraisal of the Principal is carried out by the Management.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

*Institution conducts internal and external financial audits regularly.*

#### **Response:**

Rayat College of Law prepares a budget for annual expenses and income management. The expenses are largely in accordance with the budget.

Rayat College of Law utilizes its financial resources effectively in the following manner:

- Rayat College of Law properly manages financial and infrastructural development. The institution prepares a budget well in advance for the next financial year and reviews it periodically.
- The budget is allocated under different heads, including expenses such as salaries, repairs and maintenance, honorariums for visiting and guest faculty, furniture, and other facilities like the library and sports.
- A revised budget estimate is formulated in meetings at the beginning of every year, inclusive of planned co-curricular and extra-curricular activity expenses. The Principal reviews the budget with the Finance Officer and then forwards it to the management for approval.
- There is a systematic procedure for releasing payments for day-to-day expenses, such as vendor payments, salaries, and payments to various bodies through the Finance Officer.
- Provisions are made for emergency expenditures. The Principal regularly reviews the effective implementation of the budget with the Finance Officer.
- Our institution also has an Accounts staff along with a Finance Officer, who undertake the reconciliation process of bank accounts and vendor payments by examining vouchers, receipts, bills, invoices, compliances, fee collection, etc.

- The Trust's accounts are audited by a Chartered Accountant in compliance with government rules.

### Internal Audit

Rayat Educational & Research Trust has appointed an Internal Auditor to carry out the internal audit of all receipts and payments of the College.

### External Audit

Rayat Educational & Research Trust has appointed a Chartered Accountant for the annual audit of their financial statements.

### Mechanism for setting aside audit objections

Any audit objections are promptly resolved. We follow the suggestions given by the auditor to eliminate audit objections.

## 6.4.2

*Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III).*

**Response:** 0

*6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs).*

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

### File Description

### Document

Institutional data in the prescribed format (data template)

[View Document](#)

## 6.4.3

*Institutional strategies for mobilisation of funds and the optimal utilisation of resources.*

**Response:**

Rayat College of Law is a self-financed institution and all the expenses are met with the revenue

generated though fees collected from the students enrolled in three programmes i.e. B.A.LLB. (Hons.), B.Com.LL.B. (Hons.) and LL.B. These funds used for upgrading academic standards, development of library including subscriptions, payment of all statutory fees, disbursement salary to staff, payment of scholarships/institutional freeships, infrastructure needs, conduct of programmes/activities and all other necessary expenses. Various resources of the institution are used to the optimum level. Proper consideration is given to academic, co-curricular and other activities of the institution.

## 6.5 Internal Quality Assurance System

### 6.5.1

*Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes.*

#### **Response:**

The college established its Internal Quality Assurance Cell to work towards creating an effective environment for learning. The cell established a few goals to achieve the afore-mentioned objective with a special focus on making the teaching-learning more practical oriented. Two such practices are:

#### **1. Practical oriented teaching-learning**

To enhance the professional skills of the students, the process of teaching-learning has been made practical oriented through effective utilisation of moot court. The working of Moot Court Club has been reoriented with active participation of the students and the teachers. Students are required to undergo exercises like moot court and client counselling. Field study visits such as visit to jails, district courts and High Court to observe court proceedings and extension services through Legal Aid Clinic are also carried out to provide students with an exposure to the practical aspects of the profession. Thus, the students learn various aspects of legal fields and develop skills needed to meet the challenges in the contemporary world. The In-charge faculty of committees/clubs/societies regularly conducts curricular and co-curricular activities to hone skills, build confidence and prepares the students to participate at state and national level competition.

The Moot Court Club conducts intra-college and National Moot Court Competitions with active involvements of students. These are judged by lawyers and academicians. Such exercises give the participants live experiences. Guidance from the judges enrich practical knowledge and refines their advocacy skills. Many students have, with such exposure and encouragement, participated at moot court competitions at State and National level and have won prizes.

Renowned experts in the field of law including lawyers, academicians and judges are invited to deliver special lectures on topics in the curriculum or other socio-legal topics of importance/relevance. Scheduled sessions conducted by visiting advocate enhance the learning on practical aspects of learning of law. Such experiences inspire the students and enrich their knowledge. Numerous such special lectures have been regularly arranged as an IQAC initiative for enhancing the knowledge of students.

#### **2. Learning by Doing**

The IQAC guided establishment of two students' bodies to enhance students' initiatives and organising abilities. Rotaract Club of Rayat College of Law has been established in collaboration of Rotary, Rupnagar. The club is being managed by a students' body lead by the President and Secretary under guidance of a teacher-coordinator. Since its inception in 2022, the club has organised 34 activities.

The college also established RCL Literary Society in 2022. This society is also being managed by a student body under a President and a Secretary with guidance of teacher-coordinator. The society has organised activities and interactive sessions to enhance the debating and intellectual skills of the students. It has also been given task to organise a national debate competition during the session 2023-24. In addition to the above the existing students' bodies i.e. Moot Court Society and Legal Aid Clinic were also asked to reinvigorate their working by assigning more organising roles to students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.5.2

*The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities.*

*( For first cycle - Incremental improvements made for the preceding five years with regard to quality*

*For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )*

### **Response:**

The institution reviews its teaching-learning process and make necessary interventions to improve it. For this purpose, academic results are analysed and finding are discussed with the teachers. Feedback for teaching-learning process is also taken from students and shared with the subject teachers.

### **Analysis of Academic Results**

The College offers three programmes: B.A.LL.B. (Hons.) Five Year Integrated Course, B.Com.LL.B. (Hons.) Five Year Integrated Course and LL.B. Three Year Course These programmes have been structured by the affiliating university i.e. Panjab University, Chandigarh mindful of learning objectives for both the classroom and practical component. A student's performance in a particular semester is evaluated on the basis of an internal assessment comprising of 20 marks and the semester examination of 80 marks making a total of 100 marks per subject. The semester examinations are conducted and evaluated by Panjab University. The IQAC initiated detailed analysis of academic results to assess learning outcomes on the basis of the examination results gazettes notified by the university.

Parameters of analysis such as subject wise, percentage wise, performance wise and overall performance analysis have been adopted. Subject wise analysis provided an insight into performance of individual

student in each course. This also helped the teachers to evaluate the learning outcome of the student in their respective course/subject and find out the requirement for improvement if any. Percentage wise analysis is a reflection of quality of academic results. To get deeper insight percentage deviation after counting only theory marks has also been counted. The overall performance analysis depicted overall pass percentage in each programme.

### Feedback for Teaching-Learning Process

With an intent to know about the opinion of the students regarding Curriculum delivery of the Programmes they are pursuing at Rayat College of Law, feedback is taken from them. Students of B.A.LL.B. (Hons.) 5 Year Integrated Programme, B.Com.LL.B. (Hons.) 5 Year Integrated Programme and LL.B. 3 Year Programme give their feedback regarding the course-wise teaching-learning process in terms of preparedness of teacher for the class, teacher's knowledge for the subject, extent of syllabus covered, effectiveness of topic content and communication, ability of the teacher to inspire interest and interaction, inclusion of practical aspects in the delivery, accessibility of teacher for clearance of doubts and overall effectiveness of teaching-learning in particular course. Confidentiality is maintained while taking feedback from the students as no identity information of student is sought during this process. Necessary intervention is made by discussing the feedback with respective teacher and identifying the aspects for improvement. Feedback was also taken from the students regarding Curriculum of the Programmes they are pursuing in the college. Total 172 students of all programmes gave their feedback regarding the courses in the curriculum in terms of their relevance, objectives, delivery; regarding teaching learning process and resources available in the college library. The feedback was analysed and appropriate interventions were made.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 6.5.3

**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.Academic and Administrative Audit**
- 5.Disability/gender/diversity audit and course of action**
- 6.Any other quality audit recognized by state, national or international agencies (like ISO Certification)**

**Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Report of Disability/gender/diversity audit and course of action taken by the institution	<a href="#">View Document</a>
Minutes of Meeting of Internal Quality Assurance Cell (IQAC) and activities conducted by IQAC	<a href="#">View Document</a>
List of Orientation programmes conducted on quality issues for teachers and students along with geotagged photos and supporting documents.	<a href="#">View Document</a>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

*Institution has initiated Gender audit and measure for the promotion of gender equit.*

#### **Response:**

Rayat College of Law has taken various initiatives for the promotion of gender equity and sensitization. Special Lectures and seminars were organised to sensitise the students regarding biological, sociological, psychological and legal aspect of gender.

#### **Gender Equality Sensitization in curricular activities:**

Gender equity and gender sensitization are crucial aspects of educational institutions aiming to foster an inclusive and equitable environment.

Both in curricular and co-curricular activities, promoting these principles not only cultivates respect and understanding among students but also prepares them to thrive in diverse settings beyond the classroom.

In curricular activities, integrating gender equity involves revising textbooks, lesson plans, and teaching methodologies to ensure fair representation and acknowledgment of both genders.

Gender sensitization in curricular activities entails creating a safe space for students to discuss gender-related issues openly. Classroom discussions, projects, and assignments are given to the students which can explore topics such as gender neutrality, gender equality, gender discrimination, gender identity, gender mainstreaming and gender-based violence. By facilitating dialogue and promoting empathy, students develop a deeper understanding of the complexities surrounding gender dynamics and learn to advocate for equality and justice.

In addition to curricular activities, co-curricular activities play a significant role in promoting gender equity and sensitization. These activities, which encompass extracurricular clubs, sports teams, and cultural events, provide opportunities for students to interact and collaborate outside of traditional academic settings. To ensure inclusivity, the college strives to offer a diverse range of co-curricular activities that cater to the interests and talents of all students, regardless of gender.

Furthermore, workshops, seminars, and awareness programmes on gender-related issues enhanced students' understanding and sensitivity towards gender diversity. By fostering a culture of respect and acceptance, co-curricular activities have contributed to the overall well-being and social development of students.

#### **Gender Equality Sensitization in co-curricular activities:**

The following gender equality promotion programmes are organized by the institution on regular basis:

- Various activities like cultural programs, sports, seminars, celebration of International Women's

Day etc.

- Security measures at the college include the appointment of security guards for students and faculty safety, with a dedicated **lady warden** for the hostel
- **The Internal Complaints Committee** is in existence as per guidelines of UGC (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015
- Grievance redressal cell and an **Anti-ragging Cell**, aim to address Gender -related issues and promotes safety and security
- A suggestion box near the Principle office allows staff and students to voice their concerns, which are regularly reviewed by the **Grievance Redressal Cell**
- Furthermore **CCTV** cameras are strategically placed in various areas of the college premises.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 7.1.2

*The Institution has facilities for alternate sources of energy and energy conservation measures*

1. *Solar energy*
2. *Biogas plant*
3. *Wheeling to the Grid*
4. *Sensor-based energy conservation*
5. *Use of LED bulbs/ power efficient equipment*
6. *Wind mill or any other clean green energy*

**Response:** D. Any 1 of the above

File Description	Document
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Geo-tagged photographs of the facilities.	<a href="#">View Document</a>

### 7.1.3

*Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words).*

- *Solid waste management*
- *Liquid waste management*
- *Biomedical waste management*
- *E-waste management*
- *Waste recycling system*



- ***Hazardous chemicals and radioactive waste management***

**Response:**

Rayat College of Law is taking commendable steps towards environmental sustainability and social responsibility. Initiatives like the Swachh Bharat Abhiyan Campaign, tree plantation drives, poster making competitions, and banning the use of plastic are not only important for maintaining a clean and green environment but also for instilling a sense of responsibility and awareness among students. By actively engaging students in these activities, the college is not only contributing to a cleaner environment but also fostering a culture of civic engagement and environmental consciousness. These efforts not only benefit the college community but also contribute positively to society at large solid waste management.

There is minimum solid waste in the institution. The Institution and the surrounding area inside the campus are cleaned at regular intervals each day. Students are required to use separate bins for dry and wet waste, and it is ensured that food waste is effectively disposed. The institution emphasis on reusing printed paper and more often use electronic forms for communication, viz. email, WhatsApp, telegram and notice board and website of the college, thereby generating minimal solid waste. There is strict adherence to the rules regarding minimal usage of plastic. Awareness programmes are being organised in the college against single used plastic.

The library takes appropriate steps for discarding/weeding of old newspapers by giving to Scarp vendor so that paper can be recycled.

Sewerage of the institutions on campus is treated within the campus as per norms.

**Liquid waste management**

The facility of recycling of Liquid waste is available on the institutional campus for all sister institutions under the management of Rayat Educational Research Trust. The Institution provides the separate garbage bins for wet and dry waste so that both the wastes can be easily disposed off. Separate dustbins are placed in girls washroom for used sanitary pads. Proper steps are taken to implement these measures for effective disposal of waste and to keep the surroundings of the Institution and the campus clean.

**E-Waste Management**

The Institution has the practice of collection and further depositing such materials for necessary recycling. Electronic equipments which are damaged and cannot be put for re-use are given to external agencies to dismantle and remanufacture into raw materials. Electronic wastes such as batteries, power banks, remote controls, mouse, keyboards, chargers etc. are deposited at the designated E-waste collection centre.

**Waste recycling system**

Sewerage treatment plant facility is available on the institutional campus for all sister institutions under the management of Rayat Educational Research Trust.

### **Hazardous chemicals and radioactive wastes management**

The Institution does not generate any kind of hazardous chemicals or radioactive wastes.

<b>File Description</b>	<b>Document</b>
Geo-tagged photographs of the facilities	<a href="#">View Document</a>

#### **7.1.4**

*Water conservation facilities available in the Institution:*

- 1. Rainwater harvesting*
- 2. Borewell /Open well recharge*
- 3. Construction of tanks and bunds*
- 4. Wastewater recycling*
- 5. Maintenance of waterbodies and distribution system in the campus*

**Response:** C. Any2 of the above

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Geo-tagged photographs of the facilities.	<a href="#">View Document</a>

#### **7.1.5**

*Green campus initiatives include*

*Describe the Green campus initiative of the institution including Restricted entry of automobiles, Use of Bicycles/ Battery powered vehicles , Pedestrian Friendly pathways , Ban on use of Plastic, landscaping with trees and plantsetc in 500 words.*

**Response:**

The College is taking commendable steps towards sustainability and environmental consciousness. Here's a consolidated list of the initiatives and practices mentioned:

#### **Minimization of Plastic Use:**

1. The college has minimized the use of plastic in day-to-day activities.

2. There's a gradual aim to make the campus plastic-free.

**Paper Reuse and Reduction:**

1. Students and faculty reuse paper extensively.
2. One-sided papers are utilized for printing and rough work.
3. Notices, reports, and other documents are issued/filed electronically.
4. Plastic files for assignment submission are discouraged.
5. Wastage of paper is discouraged across the campus.
6. Usage of plastic bags is strictly prohibited on campus.
7. Notices and circulars are issued to sensitize students about the ban and to encourage minimal use of plastic products.
8. Overall, these initiatives demonstrate a strong commitment to environmental sustainability and responsible resource management within the college community.

**Green Campus:**

1. The campus is described as a green campus with a significant number of mature trees, some over 30 years old.
2. A green belt surrounds the college, contributing to sustainability.
3. Saplings are planted and cared for by dedicated garden staff to ensure their healthy growth.

**Promotion of Green Practices:**

1. Various student and faculty groups are encouraged to adopt paperless practices.
2. WhatsApp groups are utilized for circulating notices, sharing documents, and submitting reports.

Here's a summary of the additional activities and initiatives mentioned:

**Raising Awareness and Sensitization:**

1. The college conducts activities to raise awareness and sensitize students about environmental issues.
2. Cleanliness drives are organized on campus to promote cleanliness and generate awareness.

**Discussions and Events:**

1. Discussions about various environmental issues are facilitated.

2. Seminars and conferences are organized to work towards a more sustainable future.

#### **Pedestrian-Friendly Environment:**

1. Vehicle access within specific limits of the campus is regulated to create pedestrian-friendly roads and walkways.
2. The green campus is accessible to walkers and joggers for their morning exercises, benefiting the resident employees and students.

#### **Public Transport Accessibility:**

The location of the college ensures convenient access to public transport for students and staff.

#### **Paperless Office:**

1. The college promotes a "Paperless office" concept by maximizing communication through emails, social network groups, and websites.
2. Important notices for students are communicated through noticeboard/whatsapp/website..
3. Paper re-usage is encouraged by utilizing papers no longer needed for official purposes.

#### **Plantation Drives and Green Cover:**

1. Plantation drives are encouraged on campus, focusing on indigenous and medicinal plants.
2. The green campus is a result of earnest efforts by staff, teachers, and students in maintaining the lush green cover with diverse plant species.

These initiatives collectively showcase the college's commitment to environmental sustainability and promoting eco-friendly practices within the campus community. By implementing these and other initiatives, colleges can lead by example and inspire positive change towards a more sustainable and environmentally-conscious future.

<b>File Description</b>	<b>Document</b>
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>

#### **7.1.6**

*Quality audits on environment and energy are regularly undertaken by the institution*

*The institutional environment and energy initiatives are confirmed through the following*

*1.Green audit /Environment audit*

*2. Energy audit*

*3.Clean and green campus initiatives*

*4. Beyond the campus environmental promotion and sustainability activities*

**Response:** C. Any2 of the above

<b>File Description</b>	<b>Document</b>
Report on environmental promotional activities conducted beyond the campus with geo-tagged photographs with caption and date.	<a href="#">View Document</a>
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>

### **7.1.7**

*The Institution has Differently-abled (Divyangjan) friendly, barrier free environment.*

*Write description covering the various components of barrier free environment in your institution within 500 words.*

- *Built environment with ramps/lifts for easy access to classrooms.*
- *Divyangjanfriendly washrooms*
- *Signage including tactile path, lights, display boards and signposts*
- *Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment*
- *Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading, font enlargement etc.,*

**Response:**

Rayat College of Law takes immense pride in its commitment to fostering a welcoming and inclusive environment designed to cater to the diverse needs of our students, faculty, and visitors. Our campus features a comprehensive array of accessibility measures, including ramps, strategically located throughout the built environment, ensuring easy access to classrooms, administrative offices, and other essential facilities for DivyangJans or individuals with mobility impairments. These ramps are meticulously designed with gentle slopes and sturdy handrails to facilitate safe and comfortable navigation for everyone. Additionally, our campus boasts a robust signage system comprising tactile paths, lights, and signposts, enhancing navigational ease and providing vital information about building layouts, room numbers and other key destinations. We prioritize the provision of adaptive technology and resources, including accessible computer labs, software applications, and assistive devices, to

support students with diverse learning needs and promote equal participation in educational activities. Furthermore, our library offers a wide selection of materials in alternative formats, such as large print, audio, and digital resources, to cater to varying preferences and accessibility requirements. Rayat College of Law conducts regular training and awareness programs for students, faculty, and staff members to foster a culture of inclusivity and sensitivity, promoting understanding, empathy, and proactive engagement with accessibility issues. We actively seek feedback from stakeholders to identify areas for improvement and innovation, continuously striving to enhance the inclusiveness of our campus environment and address emerging needs and challenges effectively. Through our unwavering commitment to accessibility and universal design principles, Rayat College of Law endeavors to create a supportive and inclusive campus community where every individual, regardless of ability or background, can thrive, pursue their academic and professional aspirations, and contribute meaningfully to our shared educational journey.

File Description	Document
Upload supporting document	<a href="#">View Document</a>

### 7.1.8

*The Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and such other diversities (Institution to describe the activities within 500 words).*

#### **Response:**

Rayat College of Law epitomizes its commitment to fostering an inclusive environment that reverberates with tolerance, harmony, and appreciation for cultural, regional, linguistic, communal, socioeconomic, and other diversities. The college's endeavors to nurture such an environment are manifest through a myriad of initiatives and events orchestrated by various committees and cells. The Cultural Committee stands at the forefront of this endeavor, striving to develop the academic and cultural facets of student life. Annually, Rayat College of Law orchestrates the prestigious National Law Fest, an event transcending the bounds of legal academia to embrace diverse forms of artistic expression. Through dance competitions, singing contests, skits, poetry recitations, and debates, students showcase their talents while reinforcing the college's creed of unity in diversity.

Integral to the college ethos is the cultivation of respect for different religions, languages, and cultures. At Rayat College of Law, the campus is envisioned as a second home where faculty, staff, and students form a familial bond, celebrating festivals like Teej, Holi, and Teacher's Day together. These celebrations serve as a testament to the college's commitment to bridging cultural divides and fostering social and religious harmony. Rayat College of Law extends its commitment to inclusivity beyond celebratory events. Committees such as the NSS committee and legal aid cell conduct sensitization drives and organize legal aid camps to empower socially and economically disadvantaged communities. Through these initiatives, the college aims to raise awareness about rights and provide relief to those in need, fostering a more equitable and just society. Further enriching the student experience are activities organized by the Rortract Club and special lectures aimed at sensitizing students towards constitutional values. These engagements provide platforms for dialogue and reflection, instilling values of respect,

tolerance, and harmony towards different cultures, religions, and socioeconomic backgrounds. Moreover, Rayat College of Law recognizes the importance of commemorating historical figures and their contributions to society. Events such as Dr. B.R. Ambedkar Jayanti Celebration serve as poignant reminders of the struggles and triumphs that have shaped our collective history. In recognition of academic and extracurricular excellence, students who actively participate in competitions are bestowed with various titles, highlighting their commitment to the college community and beyond.

Rayat College of Law stands as a beacon of inclusivity, where diversity is not just acknowledged but celebrated. Through its multifaceted initiatives and events, the college endeavors to create an environment where all individuals feel valued, respected, and empowered to contribute positively to society.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

### 7.1.9

***Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens***

***Institution to describe the various activities for inculcating values for being responsible citizens as reflected in the Constitution of India within 500 words.***

#### **Response:**

Rayat College of Law is steadfast in its commitment to sensitizing both students and employees to their constitutional obligations, encompassing values, rights, duties, and responsibilities as citizens of India. Through a diverse array of events and initiatives, the college endeavours to foster a deep understanding and appreciation for the constitutional framework that governs our society. Legal Aid Camps serve as pivotal platforms for instilling legal awareness among students and the wider community. These camps not only educate individuals about their legal rights but also empower them to navigate the legal system effectively. By addressing topics such as gender equality, the protection of women against sexual offenses, and data privacy, these camps equip participants with the knowledge and tools necessary to uphold constitutional principles in their everyday lives. Youth Parliament sessions provide students with a forum to engage in meaningful discourse on matters of national importance. Through simulated parliamentary debates and discussions, participants gain insights into democratic processes and the importance of active citizenship in shaping the nation's future. Constitution Day is commemorated with reverence and enthusiasm at Rayat College of Law. On this occasion, students and faculty come together to reflect on the values enshrined in the Indian Constitution and their relevance in contemporary society. Seminars and workshops delve into key constitutional provisions, fostering critical thinking and civic engagement among participants. The college actively promotes social responsibility through initiatives

such as cleanliness drives and street plays on occasions like anti-drugs Day. These activities not only raise awareness about pressing social issues but also underscore the role of individuals in upholding public welfare and environmental sustainability in line with constitutional principles. Visits to National Lok Adalats provide first-hand exposure to alternative dispute resolution mechanisms and the role of the judiciary in dispensing justice. Such experiences deepen participants' understanding of the legal system's functioning and their role as stakeholders in promoting access to justice for all. The celebration of National Unity Day serves as a poignant reminder of India's rich cultural heritage and the constitutional ideals of unity in diversity. Through cultural events, discussions, and collaborative initiatives, participants reaffirm their commitment to fostering national integration and communal harmony. Webinars on topics like "One Law One Nation" and environmental law in India serve as platforms for intellectual exchange and reflection on legal principles that underpin our society. By engaging with experts and scholars, participants gain insights into contemporary legal issues and their implications for constitutional governance.

Rayat College of Law's concerted efforts in sensitizing students and employees to constitutional obligations reflect its unwavering commitment to nurturing informed, responsible, and civically engaged individuals. Through a diverse range of events and initiatives, the college empowers participants to uphold the values of justice, equality, and democracy enshrined in the Indian Constitution, thereby contributing to the advancement of a more just and inclusive society.

File Description	Document
Details of activities that inculcate values necessary to nurture students to become responsible citizens	<a href="#">View Document</a>

### 7.1.10

*The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.*

- 1. The institutional Code of Conduct principles are displayed on the website*
- 2. There is a committee to monitor adherence to the institutional Code of Conduct principles*
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff*
- 4. Annual awareness programmes on Code of Conduct are organized*

**Response:** A. All of the above



File Description	Document
Institutional data in the prescribed format (data template)	<a href="#">View Document</a>
Handbooks, manuals and brochures on human values and professional ethics	<a href="#">View Document</a>
Document showing the Code of Conduct for students, teachers, governing body and administration as approved by the competent authority.	<a href="#">View Document</a>
Constitution and proceedings of the monitoring committee.	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1

#### *Two Best practices successfully implemented by the Institution*

*(Institution to describe as per the NAAC format provided in the Manual in 1000 words).*

#### **Response:**

#### **Best Practice-1**

##### **1.1 Title of the Practice:**

#### **ENRICHING THE PRACTICAL LEARNING OF STUDENTS.**

##### **1.2 Objectives of the Practice:**

**\*Fostering Professional Abilities:** The institution focuses on nurturing students' professional competencies through opportunities for hands-on experience, skill development, and industry exposure.

**\*Refining Talents and Skills:** The institution is dedicated to refining students' talents, and integrating them with practical knowledge. Through various programs, workshops, and projects.

**\*Enhancing Knowledge of Procedural Laws:** Special emphasis is placed on enhancing students' understanding of procedural laws, including CPC, CrPC, Law of Evidence, and ADR.

**\*Exposing Students to Practical Dimensions:** The institution provides opportunities to gain practical insights into procedural laws by exposing them to real-world settings such as courts and tribunals.

**\*Creating a clubs and societies:** The institution creates a various clubs and societies for students to engage students in academic initiatives, research endeavours, and community welfare.

### **1.3 The context:**

Practical learning consists of visits to various courts, government offices, old-age homes, and NGOs and participation in Moot Court competition, client counselling, debate, seminars etc. During these visits, students engage directly with officials and residents, gaining firsthand insights into the operations and dynamics of these organizations.

Hence, we emphasize community interactions to bridge this gap and provide students with a more comprehensive understanding of real-world challenges and contexts.

### **1.4 The Practice & Uniqueness:**

The college has implemented a distinctive system characterized by several measures and prudent practices aimed at enriching the learning experience, fostering confidence, understanding, and professionalism among students through moot courts, client counselling, debate, seminars, parliament competition, sports competition and cultural fest conducted by various institution across the country.

One of the key initiatives involves the establishment of various committees and clubs led by faculty members. These committees develop a comprehensive activity planner, which is integrated into the academic calendar to ensure seamless incorporation of practical learning into the teaching of relevant subjects.

### **1.5 Evidence of Success:**

Engaging in practical learning activities serves as a vital bridge between theoretical knowledge and the practical aspects of the legal profession. This hands-on approach has significantly enhanced students' understanding of theoretical concepts, resulting in outstanding academic performance. Exposure to various legal institutions such as prisons, courts, tribunals, administrative offices, and local self-bodies has brought about a transformative change in students' learning approaches and understanding of the law.

### **1.6 Problems Encountered & Resources Required**

The institution faces various hurdles when obtaining permissions for visits to the government departments, such as the unavailability of department officials during the institution's working hours.

## **Best Praticce-2**

### **2.1 Title of the Practice -**

## **PROMOTING LEGAL AID AND OUTREACH ACTIVITIES**

### **2.2 Objectives:**

**1.Develop Presentation, Communication, and Self-Confidence:** Through various activities and initiatives, the institution seeks to cultivate qualities such as strong communication abilities, and self-confidence among students.

**2.Encourage Exploration of Legal Regimes:** Students are encouraged to explore various legal regimes, enabling them to gain a broader understanding of legal principles and practices.

**3.Inculcate Professionalism and Civic Responsibilities:** The institution strives to instil professionalism and civic responsibilities in young students by promoting social commitment through legal awareness programs.

**4.Provide Practical Experience:** Students are provided with opportunities to apply their academic knowledge and newly acquired skills in practical settings before graduation.

**5.Strengthen Community Solidarity and Grassroots Advocacy:** The institution aims to engage students in activities that promote social justice and empower marginalized communities.

### 2.3 Context

The College has established Legal Aid Clinic in the year 2012 inaugurated by Mr. G. S. Saran District & Session Judge-Cum-Chairman District Legal Services Authority S.B.S. Nagar. To achieve the stated objective, the action plan relied on a collaborative effort involving faculty members, legal services authorities, and students.

### 2.4 Practice

With the very spirit of humanism and commitment to tenets of justice and rule of law, College established the Legal Aid Clinic which is extremely instrumental in sensitizing students to the cause of the indigent.

- 1.Clinic functions in collaboration with the District Legal Service Authority. The para legal advocates and volunteers are appointed by District Legal Services Authority.
- 2.It provides students exposure to settlement of cases, holding Lok Adalat's and training them as para-Legal volunteers.
- 3.The Clinic is a dynamic tool of learning, through which, students learn techniques of interaction, resolving the dispute of the local people by suggesting possible remedies and alternatives and how the law works in action.
- 4.It also provides oppertunities to the students to understand the problems faced by the poor and vulnerable groups the society.
- 5.Students are given oppertunities to disseminate legal information by delivering lectures, playing skits, dramas and performing songs to reach to every villager.

### 2.5. Evidence of Success

The practice enables the institution to provide vital community services by bridging the gap between authorities and common people. Student volunteers, hailing from diverse backgrounds, often emerge as social activists through their participation in legal aid activities. The Clinic actively spreads legal awareness through various channels such as street plays, lectures, competitions, and seminars.

## 2.6 Problems Encountered & Resources Required

Engaging in the clinic is considered a co-curricular activity, meaning not all students participate. Unfortunately, students involved do not receive any honorarium or incentive, and it's essential to at least provide them with TA/DA for their involvement. Financial constraints pose a significant challenge in providing services, limiting the clinic's capacity to meet the needs of the community adequately. Additionally, regional backwardness often hinders individuals from sharing their legal problems, especially among females from rural areas who may be conservative and hesitant to provide necessary information.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1

*Performance of the Institution in one area distinctive to its priority and thrust within*

*(institution to describe in 1000 words).*

#### Response:

Rayat College of law is situated in rural area of district SBS Nagar in Punjab. The college is providing legal education in building better future for the students who are coming from rural areas, of which “Social Responsibility” is an integral part.

Our college plays a distinctive role in society by providing professional expertise to individuals who may not have easy access to urban educational institutions. It contributes to empowering local communities, promoting access to justice, and addressing legal issues specific to rural areas, such as land disputes. Additionally, it fosters the development of legal professionals who understand the unique challenges and dynamics of rural life, thus enhancing legal services and advocacy in these regions.

Rayat college of law is significantly contributing to legal awareness in rural society. Such as-

- **Community Outreach:** The college is organising legal awareness programs, workshops, and seminars in nearby villages and towns to educate residents about their rights, laws relevant to them, and avenues for legal recourse.
- **Practical Training:** Our students are engaging in practical legal clinics where they provide free legal advice and assistance to rural residents, helping them understand their legal rights and responsibilities.
- **Research and Advocacy:** Faculty and students conduct research on legal issues affecting rural communities and advocate for policy changes or legal reforms to address these issues.
- **Local Expertise:** Graduates from the college, become local legal experts, providing services to

their communities and acting as resources for legal information and assistance.

The Rayat College of Law serves as a vital hub for increasing legal awareness, empowering individuals, and promoting access to justice in underprivileged regions. Not only this, to justify its services the college provides various scholarships to students from rural areas to encourage them regarding legal education is indeed a valuable social responsibility for a college situated in such an environment. The scholarship provides-

- **Equal Opportunity:** Scholarships to the students from different Sections of the society have access to quality legal education, regardless of their financial circumstances. This promotes equal opportunity and helps address socio-economic disparities in access to higher education.
- **Community Development:** By investing in the legal education system in the rural area, the law college contributes to the development of these rural communities. Educated individuals are more likely to return to their hometowns and contribute to local development initiatives, thereby fostering economic growth and social progress.
- **Diversity and Inclusion:** Offering scholarships to students enhance diversity within the student body, enriching the learning environment with diverse perspectives and experiences. This fosters a culture of inclusion and tolerance within the institution.
- **Long-term Impact:** Supporting students from rural areas have a ripple effect, as they go on to become leaders and change-makers in their communities. Their education and success inspire future generations and create a positive cycle of empowerment and advancement.

As scholarships to students from rural areas aligns with the social responsibility of a law college and contributes to building a more equitable and inclusive society.

Rayat College of Law works as the light house in rural areas and provide assistance to the students to become job-ready by providing them with access to legal education closer to their homes. This can have several benefits:

- **Access to Education:** Students in rural areas often face challenges accessing higher education due to geographical constraints. Having a law college nearby removes these barriers and allows more students to pursue legal studies. As the burden of transportation does not create any obstacle in the way of learning in terms of finance as well as time which is consumed in daily traveling.
- **Cost-effectiveness:** Studying in a rural area is more affordable for students compared to moving to urban centres for education. It reduces financial burdens on students and their families.
- **Tailored Activities:** Our college is working in rural areas to design its activities to address the specific needs and challenges of the local community. It includes practical training in areas such as land rights, rural development and legal awareness camps in local areas making students more relevant to local job markets.
- **Community Engagement:** The college fosters closer ties with the local community, providing students with opportunities for internships, externships, and practical experience. This hands-on learning is enhancing their job readiness.
- **Diverse Perspectives:** By attracting students from diverse backgrounds, including those from rural areas, the college enriches classroom discussions and provides different perspectives on legal issues, preparing students for the complexities of real-world legal practice.

Overall, establishing law colleges in rural areas can contribute to the democratization of legal education, empower local communities, and produce graduates who are better equipped to address the legal needs of

rural areas. So Rayat College of Law shows holistic approach to legal education encompasses not just academic excellence but also social awareness and responsibility. Through its various initiatives it not only equips students with legal knowledge and skills but also instils in them a sense of duty towards the community. This multifaceted approach is essential for producing well rounded legal professionals who can effectively address the diverse need and challenges of society particularly in rural area where access to justice and legal resources may be limited.

<b>File Description</b>	<b>Document</b>
Appropriate webpage in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

#### THE NAME, LOCATION AND HEADQUARTER

Name : Rayat College of Law managed by Rayat Educational and Research Trust

Location : 6 Kms from Ropar on Chandigarh- Ropar-Jalandhar Highway, NH 344A, vpo Railmajra, District Shaheed Bhagat Singh Nagar, Punjab.

Headquarter : RGI Ropar Campus, VPO Railmajra, District Shaheed Bhagat Singh Nagar, Punjab.

Rayat Educational & Research Trust is a registered society under the Societies Registration Act, XXI of 1860, registered vide registration certificate number Hosh/46/2000-2001 dated 04.08.2000.

The College offers three programmes:

1. B.A.LL.B. (Hons.) Five Year Integrated Course
2. B.Com.LL.B. (Hons.) Five Year Integrated Course
3. LL.B. Three Year Course

These programmes have been structured by the affiliating university i.e. Panjab University, Chandigarh mindful of learning objectives for both the classroom and practical component. Deeply enriched curriculum is a blend of practical experience and inter-disciplinary inquiry to have insights from social sciences that helps the students to master a range of skills and abilities to be a successful professional.

### Concluding Remarks :

Rayat College of Law, established in 2004, is affiliated to Panjab University, Chandigarh and approved by the BCI. With a vision to transform the students in to world class law professionals, scholars and academicians, the college is committed to provide not only the relevant legal education but also contribute to overall development of students and society. Such commitment ensures effective curriculum delivery as per the regulatory guidelines through well qualified full time stable faculty including 8 teachers with Ph.D. degree. By integrating experiential learning into curriculum, college ensures that students are equipped with the skills required to face challenges in modern legal landscape. Extension activities reflective of commitment to community service and social impact. Adherence to the eligibility criteria set by the BCI under the Legal Education Rules ensures that college maintains standards in its admission process.

Within the campus spreads over 5 acres and the built-up area of 20234 sq. metre, the college provides all necessary infrastructure to meet the educational requirements as per norms prescribed by the BCI and University. Teachers and students are actively involved in scholarly pursuits, producing quality publications. The students are benefitted by the scholarships provided by college and the government. In addition to capacity building programmes, the college makes efforts to provide counselling and guidance to students regarding career prospects, readiness for professional requirements and competitive examinations. Our alumni actively take part in the development of students. The pass-out students of the college are well placed specially as

advocates and in government jobs in addition to progressing to higher education. The management takes keen interest in the development of the institution and believes in decentralization and participative management in its administration. The IQAC significantly contributes to the academic and development of the college for maintaining quality.

The college is committed to promote an inclusive environment which characterised by gender equity, sensitivity to environment sustainability, appreciation for cultural, regional, communal, socio-economic diversity. With its strengths, commitments, and dedication to be a quality legal education institution, the Rayat College of Law is poised to overcome the challenges and attain its vision.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b><i>Number of elective/options courses offered by the institution during followed during last five years.</i></b></p> <p>Answer before DVV Verification : Answer After DVV Verification :19 Remark : DVV has considered the supporting document and made changes accordingly</p>																				
2.4.4	<p><b><i>Percentage of full time teachers working in the institution throughout during the last five years.</i></b></p> <p>2.4.4.1. <b><i>Number of full time teachers worked in the institution throughout during the last five years:</i></b> Answer before DVV Verification : 17 Answer after DVV Verification: 27  Remark : DVV has considered the supporting document and made changes accordingly</p>																				
3.2.2	<p><b><i>Number of papers published per teacher in the Journals notified on UGC website during the last five years.</i></b></p> <p>3.2.2.1. <b><i>Number of research papers in the Journals notified on UGC website during the last five years.</i></b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>5</td> <td>15</td> <td>27</td> <td>22</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>0</td> <td>3</td> <td>02</td> </tr> </tbody> </table> <p>Remark : DVV has considered the supporting document and made changes accordingly</p>	2022-23	2021-22	2020-21	2019-20	2018-19	7	5	15	27	22	2022-23	2021-22	2020-21	2019-20	2018-19	0	2	0	3	02
2022-23	2021-22	2020-21	2019-20	2018-19																	
7	5	15	27	22																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
0	2	0	3	02																	
5.1.1	<p><b><i>Percentage of students benefited by scholarship/freeship by the institution, Government and non-government bodies, industries, individuals, philanthropists during last five years.</i></b></p> <p>5.1.1.1. <b><i>Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists year wise during last five years.</i></b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>61</td> <td>74</td> <td>75</td> <td>81</td> <td>64</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	61	74	75	81	64										
2022-23	2021-22	2020-21	2019-20	2018-19																	
61	74	75	81	64																	

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
41	44	38	41	39

Remark : DVV has considered the supporting document and made changes accordingly

5.2.4 **Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations).**

5.2.4.1. **Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years.**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
49	6	1	1	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
38	6	1	1	0

Remark : DVV has considered the supporting document and made changes accordingly

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Total expenditure excluding salary year wise during the last five years (INR in lakhs).</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>305.3</td> <td>480.1</td> <td>291.8</td> <td>342.8</td> <td>411.9</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>258.01</td> <td>270.609</td> <td>233.18</td> <td>283.611</td> <td>21.52</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	305.3	480.1	291.8	342.8	411.9	2022-23	2021-22	2020-21	2019-20	2018-19	258.01	270.609	233.18	283.611	21.52
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