

Important Points to Remember

1. Students will be picked up from the airport between 7:00 a.m. and 9:00 p.m. The pickup confirmation will be sent to students a week before their arrival;
2. Students will be allowed to check into their rooms 2 days before the start of the session. If they plan to travel before that, they will need to make arrangement for their luggage on their own. BIMTECH does not offer storage facility due to logistics issue. Students willing to use the hostel room beyond their exchange period will be charged on daily basis subject to availability of rooms;
3. Smoking, consuming alcohol, taking drugs and chewing tobacco is strictly prohibited. Non-compliance will invite severe penalties;
4. All students are required to follow **formal dress code** in the academic block from Monday to Friday
 - a. Boys: Shirts (plain, stripes, checks), Trousers, Formal Footwear;
 - b. Girls: Shirt (plain, stripes, checks), Trousers, Formal Footwear;
 - c. Any type of casual that is considered indecent in India (shorts, knickers, Capri, sleeveless dresses and bathroom slippers) will not be allowed anywhere outside the hostel rooms.
5. Students willing to travel need to take prior permission by filling out the night out form at least one day prior to travel date;
6. In time for Campus: Due to security reasons, institute follows the policy of risk avoidance and limits the movement after a threshold time:
 - Before 7:30 pm (From March to October)
 - Before 6:00 pm (From November to February)
7. In time for Hostel rooms: Before 11:00 pm (10:00 p.m. for off campus hostel);
8. All facilities at hostel and academic block are common to all students. Students living in other hostel can use facilities in the main campus (library, etc.) till 9:30 p.m.;
9. Students will be given a student handbook at the time of orientation and will need to abide by rules and guidelines mentioned;



10. Students will be provided Medical Insurance with same coverage as BIMTECH students. We have an onsite nurse at our health centre and two doctors visiting the campus for medical and health consultation. However in case of serious health problems, BIMTECH has hospital network in its list;

11. Electric Voltage ratings in India is 230V a.c., 50 Hertz, please refer pictures:



Round 3 Pin Plugs are used in India

You will require a compatible adapter to use your device in India

12. Documents to bring

8 photographs (for FRRO, new mobile connection etc.);

4 Photo Copies of passport and visa.

Note: These issues will be explained at the time of orientation.



BIMTECH Campus (Greater Noida)



Taj Mahal (Agra)

Campus Services

E-mail: All the students will be given BIMTECH email id and password for their use. This email id gets added to the programme group they have chosen. It is student's responsibility to check their email to get updates about any change in classes, notification about assignment, mid-term exam etc.

Student ID Card: Students will be given BIMTECH ID card and unique BIMTECH roll number. Students will need to produce this ID card during examination and using some of the campus facilities.

Library: remains open 7 days a week except National Holidays. Library is open from 08:30 am - 10:00 pm on working days and 08:30 - 9:00 pm on Saturday and Sunday. At the time of examination the closing time is extended to 11.00 pm. <http://bimtech.ac.in/about/library-the-knowledge-centre/>



Housing: Exchange students get accommodation in the students' hostel at the Institute. Living on the campus, apart from being convenient, facilitates easy interaction with the regular MBA students who are all required to stay at the hostel. This however is the best part of your stay, as you shall soon find out! There is no married accommodation on campus. Bathroom and toilet facilities are common for each flat. The bathroom and toilet facilities are cleaned every day and every bathroom has a hot water facility. The following are provided to the students by the Hostel:

- One Box Bed (3 X 6 feet) with one Mattress
- One steel Wardrobe
- One study table with chair
- One Side table
- One water Bottle
- One soft board
- Window curtains
- One Bucket with Mug
- One Bed Sheet & One Blanket

Students can purchase any other items if required from the nearby local supermarket.



Food: The food is served in the mess four times a day: breakfast / lunch / Evening Snacks / Dinner. In addition, there is a coffee shop and a cafeteria on campus. Indian food is served here and is an extensive range of local cuisines native to India. For couple of days you may find the food a little spicy, be careful in first few days, but we are sure you will develop the taste very soon or find alternative. In the market nearby, all the fast food chains like Dominos, Pizza Hut, Mc Donald, Subway etc are available.



Water: While it may be advisable that you use Mineral Water during your first couple days at BIMTECH, and then get used to the Water from the R.O. Filter at the campus. Commonly available good quality mineral water brands are Bisleri, Baileys, AcquaFina and McKinley.

Internet Connectivity: All hostel rooms are wired up and allow access to the BIMTECH network. To access wi-fi, students need to take the laptop to computer lab for embedding access code. Internet facility extended, being the official network, quite a few sites are blocked e.g. gaming sites, file transfer sites, Skype, adult content. In case you are visiting a site which is blocked but you need to access content for your work, visit the computer lab. They will review the site and may unblock it. Skype can be used only in the Computer Lab 6.00pm to 8.00pm, from Monday to Friday only. Skype access is not allowed from rooms on the official BIMTECH network. However, you can purchase your own data card of any service provider for your personal use, Skype etc.

Settling Down at BIMTECH

Cultural Difference: You will observe a lot of cultural difference between India and your own country. Even though everyone on campus understands English, the level of understanding and accent will be different. Sometimes, cultural differences and communication style lead to misunderstanding and misinterpretation. Give time to accustom yourself to these differences and feel free to contact International Affairs office when you feel there is a communication gap or take help from your class

friends or roommates.

Academic Issues: Every program has Program coordinator (professor in charge), program manager and Assistant manager. They will join at the time of orientation. For any issues related to academics during your stay, you will need to contact them.

Buddy Programme: International Conduit at BIMTECH is very active and keen to help foreign students. They will also provide you a buddy who will assist you and help you in adjusting to the new environment as soon as possible.

Telephone and Mobile: Every flat in the hostel has a telephone where students can receive calls. You may take a mobile connection Prepaid or postpaid. All service providers have different tariffs. Students have to give a copy of passport, Visa, two photographs and residence proof (Provided by BIMTECH) for getting a new mobile connection. This service is also provided in the campus and students do not have to go out for it. It takes 3-4 days for functioning of phone number.



Tip: The Indian Cellular Telephony System uses GSM technology, which is incompatible with cell phones in North America. While Europe also uses GSM technology, please confirm compatibility of your cell phone with Indian Standards as different frequencies are used in India.

Night Out: BIMTECH is a fully residential campus. Students willing to spend night out of campus need to fill out Night-Out form and get it signed by Exchange coordinator and hostel warden/ supervisor.

Emergency Contact Numbers

In case of any emergency outside of the campus, please contact:

- Dr. Rishi Tiwari Proctor9810583623
- Mr. Deshraj Sharma Boys Hostel Warden.....9810914641
- Dr. Ritu Srivastava Co-convenor, CIA8375845996
- Ms. Rupali Singh Girls Hostel Warden.....9716201832
- Mr. Kirit Shah Manager, CIA 9871044876
- Mr. Amardeep Assistant Manager, CIA.....9313056978
- Mr. Rajib Sharma Administration Officer..... 9818051035

Activities on Campus:

Clubs: BIMTECH has clubs for social and professional interaction, such as the E-Cell, Marketing Club, Finance Club, and Operations Club. These clubs are actively involved in organizing various events for students and also cooperate throughout the year.

Social, Literary and Cultural Activities: Amongst the literary activities BIMTECH has a strong history in the quizzing arena with our quiz club conducting regular quizzes on campus every month. Various other literary clubs have mushroomed over the years that conduct events for students throughout the year. BIMTECH conducts various debating competitions through 'MAJLIS' the debating society.

Our Cultural Committee is an extremely active body involved in organizing celebrations for our festivals (to give you a true flavor of Indian culture).



At BIMTECH students come from different parts of the world; Cultural committee hosts most of the festivals of India and foreign and celebrate them in the traditional way.

Sports: Campus is equipped with gymnasium, table tennis room, badminton court, basketball court and volleyball court. BIMTECH has state of the art facilities.



