

MANDATORY DISCLOSURE

Mandatory Disclosure by Institutions running MCA programmes to be included in their respective information Brochure, Displayed on their website and to be submitted to AICTE every year well before the admission process.

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

“The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE.”

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| I | NAME OF THE INSTITUTION ❖ Address including telephone, Fax, e-mail. | ORISSA COMPUTER ACADEMY Puba Sasan, Kausalyaganga, Bhubaneswar-2 Ph: 0674-2465128, Fax:0674-2465701. Email: oca_principal@india.com |
| II | NAME & ADDRESS OF THE PRINCIPAL | Dr. R. K Malu, M.Tech, Ph.D MIG-18, Brit Colony, Laxmisagar Bhubaneswar. |
| III | Governance | |
| | ❖ Members of the Board and their brief background. | Dr. Bhabani Ch. Rath Mr. Subrat Prassana Mishra (Annexure: A) |
| | ❖ Members of Academic Advisory Body. | ANNEXURE: B |
| | ❖ Frequency of the Board Meetings and Academic Advisory Body. | Quarterly |
| | ❖ Organisational chart and processes | (Annexure: C) |
| | ❖ Nature and Extent of involvement of faculty and students in academic affairs/improvements. | (Annexure: D) |
| IV | PROGRAMMES | |
| | ❖ Name of the Programmes (Full Time) approved by the AICTE. | MCA |
| | ❖ Name of the Programmes (Part Time) approved by the AICTE | NA |
| | ❖ Name and duration of programme(s), if any, not approved by AICTE and being run in the same campus | NA |
| | ❖ For each Programme the following | |

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| | <p>details are to be given :</p> <ul style="list-style-type: none"> • Name • Number of seats • Duration • Cut off mark for admission during the last 3 years. • Fee • Placement Facilities • Campus placement in last two years with minimum salary, maximum salary and average salary. | <p>Masters of Computer Application (MCA) 120 per year. 3 years N.A. for Orissa JEE.</p> <p>Rs 65,000/- per year. Through Placement Cell.</p> <p>Annexure-E</p> |
| | <p>❖ Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of AICTE approval.</p> | <p>NA</p> |
| | <p>❖ Details of the Foreign Institution/University:</p> <ul style="list-style-type: none"> • Name of the University/Institution • Address • Website • Is the Institution/University Accredited in its Home Country • Ranking of the Institution/University in the Home Country • Whether the degree offered is equivalent to an Indian degree? • If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and jobs both within and outside the country. • Nature of Collaboration • Conditions of Collaboration • Complete details of payment a student has to make to get the full benefits of collaboration. | <p>NA</p> |
| | <p>❖ For each Collaborative/affiliated Programme give the following:</p> <ul style="list-style-type: none"> • Programme Focus • Number of seats • Admission Procedure • Fee • Placement Facility | <p>NA</p> |

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| | <ul style="list-style-type: none"> • Placement Records for last two years with minimum salary, maximum salary and average salary ❖ Whether the Collaborative Programme is approved by AICTE? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/2005 dated 16th May, 2005. | NA |
| V. | FACULTY | |
| | <ul style="list-style-type: none"> ❖ Number of faculty members: <ul style="list-style-type: none"> • Permanent faculty • Visiting faculty • Adjunct faculty • Guest faculty | 19 19 0 0 0 |
| | ❖ Profile of each faculty with qualifications, total experience, age and duration of employment at the institute concerned. | ANNEXURE: F Or Click here www.krupajalgroup.org |
| | ❖ Number of faculty employed and left during the last two years | Joined: 08 nos Left: 06 |
| | ❖ Profile of Director/Principal with qualifications, total experience, age and duration of employment at the institute concerned. | ANNEXUE: G |
| | ❖ Whether student assessment of faculty is in force. | Yes |
| VI | FEE | |
| | ❖ Details of fee, as approved by State Fee Committee, for the Institution. | Rs 65000/- Per year |
| | ❖ Time schedule for payment of fee for the entire programme | 1 year. |
| | ❖ Fee waivers granted with amount and name of students. | NA |
| | ❖ Number of scholarships offered by the institute with the name of students, duration and amount. | |
| | ❖ Criteria for fee waivers/scholarships | NA |
| | ❖ Estimated cost of Boarding and Lodging in Hostels. | Rs 30,000/- per year. |

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| VII. | ADMISSION | |
| | ❖ Number of seats sanctioned with the year of approval. | 60 |
| | ❖ Number of students admitted under various categories each year in the last two years. | 60 nos in 2006 90 in 2007 |
| | ❖ Number of applications received during last two years. | NA. |
| VIII | ADMISSION PROCEDURE | |
| | ❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website). | Orissa –JEE, State Government Address: Chairman, JEE-2008, Biju Patnaik University of Technology, Rourkela-4. Website: www.jeeorissa.com . |
| | ❖ Number of seats allotted to different Test Qualified candidates CAT, MAT, XAT, JMET, ATMA, CET, JEE (State conducted tests/University tests | JEE-85% NRI: 15% |
| | ❖ Calendar: <ul style="list-style-type: none"> • Last date for request for applications. • Last date for submission of application • Dates for Group Discussion (GD)/Interviews • Dates for announcing final results • Release of admission list (main list and waiting list should be announced on the same day) • Date for acceptance by the candidate (time given should in no case be less than 15 days) • Last date for closing of admission. • Starting of the Academic session. • The waiting list should be activated only on the expiry of date of main list <p>The policy of refund of the fee, in case of withdrawal, should be clearly notified.</p> | As per the schedule of BPUT, Orissa. |
| IX | CRITERIA AND WEIGHTAGES FOR ADMISSION | N.A. under University Pattern. |
| | ❖ Describe each criteria with its respective | |

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| | weightages i.e. Admission Test, GD, Interview etc | |
| | ❖ Describe each criteria with its respective weightages i.e. Admission Test, GD, Interview etc. | |
| | ❖ Mention the minimum level of acceptance, if any, for any criteria | |
| | ❖ Mention the cut-off levels of percentage & percentile scores (section-wise and/or total as case may be) of the candidates in the admission test who are called for GD/Interview | |
| | ❖ Mention last two years cut-off percentage & percentile (section-wise and/or total as the case may be) of the candidates called for GD/Interview. | |
| | ❖ Display marks scored in Test, GD, Interview etc. and in aggregate for all candidates who come for GD/Interview etc. | |

Item No I - IX must be given in information brochure and must be hosted as fixed content in the website of the Institution.

The Website must be dynamically updated with regard to X –XIII.

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| X | <p>APPLICATION FORM</p> <p>❖ Downloadable application form, with online submission possibilities.</p> | NA. |
| XI | <p>LIST OF APPLICANTS</p> <p>❖ List of candidates whose applicable have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats.</p> | NA |

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| XII | CRITERIA FOR GD/PERSONAL INTERVIEW | NA |
| | ❖ Norms adopted for calling the candidates for Group Discussion/Personal Interview. (It has to be strictly in order of merit.) | |
| | ❖ Attributes for evaluation in GD/Interview. | |
| | ❖ Norms adopted for calling the candidates for Group Discussion/Personal Interview. (It has to be strictly in order of merit.) | |
| | ❖ Attributes for evaluation in GD/Interview. | |
| XIII. | RESULTS | NA |
| | ❖ Composition of evaluation team with the brief profiles of members (This information be made available in the public domain after the admission process is over) | |
| | ❖ Score of the individual candidates called for Group Discussion and Interview in each of the components including the test and in total, arranged in order of merit. | |
| | ❖ List of candidates who have been offered admission in each category. | |
| | ❖ Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates, category wise. | |
| | ❖ List of the candidates who joined within the date vacancy position in each category before operation of waiting list. | |

Note: Suppression and/or misrepresentation of information would attract appropriate penal action.

ANNEXURE-A

Orissa Computer Academy

Members of the Board and their brief background.

| Sl. No | Designation | Name & Address | Occupation |
|--------|-----------------------|---|------------------------|
| 01 | Chairman | Mr. Bhabani Charan Rath B-20, BJB Nagar Bhubaneswar. | Social Services |
| 02 | Vice Chairman | Mr. Subrat Prasanna Mishra 138, Nilkantheswar Road Bhubaneswar. | Social Service |
| 03 | Asst. Director | Mr. Hara Prasad Dash | Retd. Govt. Servant |
| 04 | Asst. Ex. Director | Mr. Debraj Rath 235, Bapujee Nagar Bhubaneswar. | Social service |
| 05 | Treasurer | Mr. Sakti Kanta Rath 235, Bapujee Nagar. Bhubaneswar. | Social service |

ANNEXURE-B

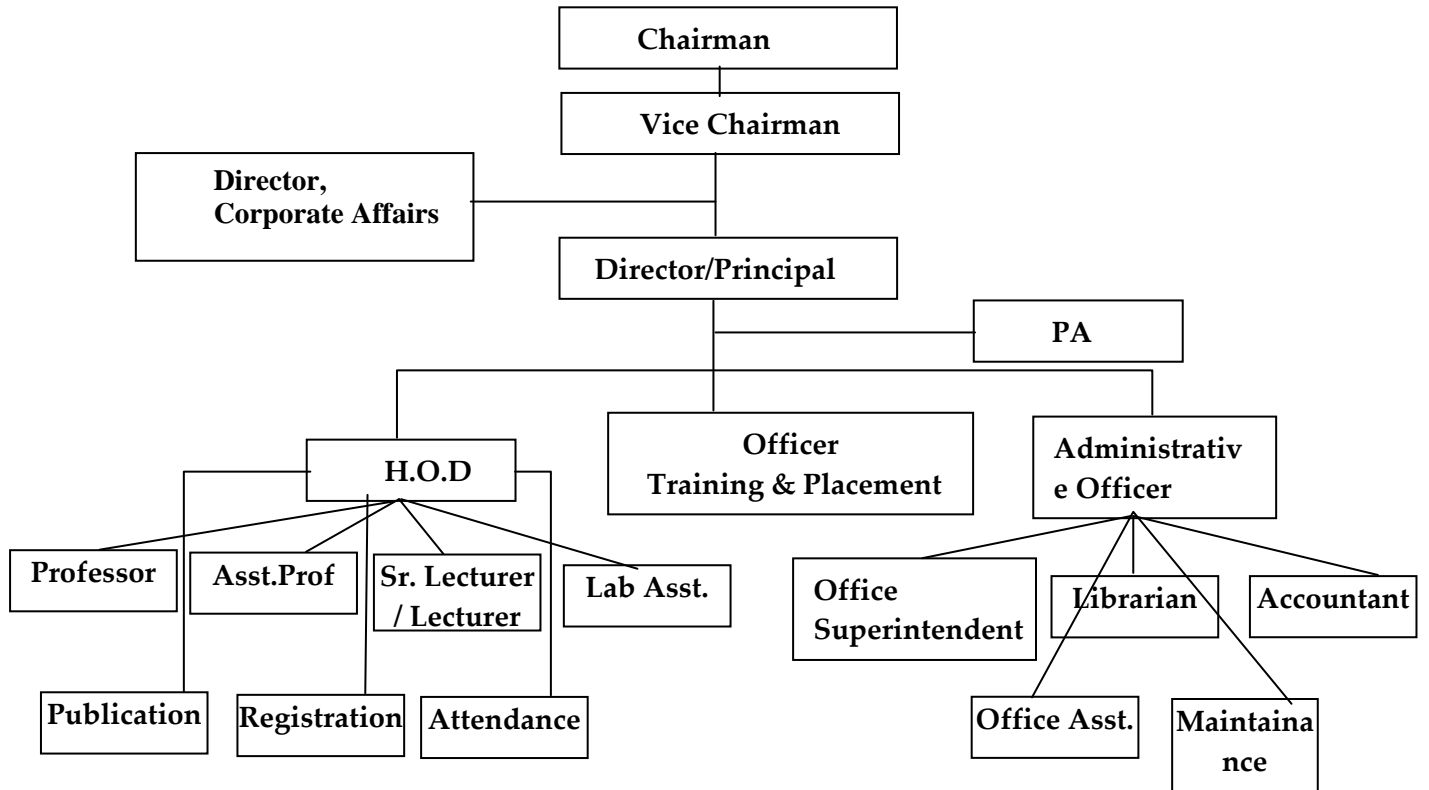
Orissa Computer Academy

Members of Academic Advisory Body.

| | | | |
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| 01 | A person of eminence from the Region/Territory either from University of an Institute of National repute in the relevant field | 1 no | (Chairman) Prof. Sitikantha Mishra Director, IITM, Bhubaneswar. |
| 02 | Representative of a recognized / industrial / commercial All India Body. | 1 no | Mr. Arun Kumar Mishra HOD, IT. I & T, Kansbhal. |
| 03 | An Alumni of the institute with at least ten years experience. | 1 no | NA |
| 04 | An expert in the field of Management from within the State/Region. | 1 no | Prof. B.D. Sahoo NIT Rourkela. |
| 05. | Experts in the field of management from outside State / Region. | 2 no | i) Mr. Anil Das Mohapatra Accenture, Chennai. ii)Mr. Manas Choudhury Systems Expert, TCS, Kolkata. |
| 06 | A representative from the higher/technical education department of State / Director Technical Education of State | 1 no | To be nominated |
| 07 | A representative of AICTE | 1 no | To be nominated |
| 08 | The Director/ Principal of the institute | 1 no. | (Member Secretary) Prof. R.K. Malu Principal, OCA, Bhubaneswar. |

ANNEXURE-C

Organisational chart and processes



ANNEXURE-D

Nature and Extent of involvement of faculty and students in academic affairs/improvements.

In order to improve academic activities adequate steps were taken from time to time involving both students & faculties.

- a) Course curriculum and method of teaching is explained module wise.
- b) Examination pattern, teaching methodology, recommendation of reference book, journal etc is explained in the class.
- c) Involvement of students in case discussion, soft skills and classroom participation is encouraged.
- d) Faculty evaluation is done by students for getting feedback which provides scope for improvement of faculties.
- e) Continuous guidance to students in their project work assignment etc.
- f) Special doubt clearing session.
- g) Frequent seminars and group discussion to explore the talent of students.
- h) Use of audiovisual equipments in teaching to facilitate the level of understanding of students.

ANNEXURE-E

Campus placement in last two years with minimum salary, maximum salary and average salary.

In the year 2007: Total 12 nos. of students are placed.

The maximum salary of the students who were placed during 2006-07 is Rs 16,000/-. The minimum salary of the students is Rs 9,000/-. Average salary is Rs 13,000/-

| Sl. No | Session | Name of the Company / Industry | Number of Students placed |
|--------|-----------|--------------------------------|---------------------------|
| 01 | 2002-05 | Cybage Softech | 10 |
| | | Ortel Communication | 08 |
| | | COMNET | 03 |
| | | ACTI, Bhadrak | 05 |
| | | DataCons Pvt.Ltd. | 05 |
| | | Indiainfoline | 04 |
| 02 | 2003-2006 | Tata Technologies | 02 |
| | | Nethawk | 01 |
| | | Datacons Pvt. Ltd. | 02 |
| 03 | 2004-07 | TCS | 01 |
| | | I-Flex | 01 |
| | | CSM | 06 |
| | | Ortel Communication | 04 |

ANNEXURE-G

PROFILE OF DIRECTOR

Dr. Rajani Kanta Malu

Address MIG-18, Brit Colony
At -Laxmisagar, Po – Budheswari
Bhubaneswar-751006

e-Mail Address malubbsr@yahoo.com

Telephone Mobile 94370-15584, 0674-2570584 (Res)
0674-2465128, 0674-2465570 (Institute)

Date of Birth: 20th February 1948

Age: 60 years 1 month

Joining in OCA: March 2006

Academic Qualification

1995 Ph.D., IIT, Kharagpur

1982 PG Diploma in Marketing Management, IMM, New Delhi-Jamshedpur Chapter

1978 M.Tech, IIT, Kharagpur

1971 B.Sc.Engg., Sambalpur University

EXPERIENCE PROFILE

| AREA | Institution | Number of years |
|-------------|--|------------------------|
| Academic | Principal – Orissa Computer Academy (OCA) | 3 yrs |
| | Dy. General Manager-Orissa Computer Application Centre (OCAC), Bhubaneswar | 6 yrs |
| | Institute of Business Administration & Technology (IBAT), Bhubaneswar | Part time- 1 yr |

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| | Regional Institute of Technology (RIT), Jamshedpur | Part time-2 yrs |
| | Tata Management Devopment Center (TMDC), Tata Steel, Jamshedpur | Part time- 4 yrs |
| | Savak Nanavati Technical Institute (SNTI), Tata Steel, Jamshedpur | Part time- 4 yrs |
| Research | Tata Steel – IIT, Kharagpur & TISCO collaborative project | 4 yrs |
| Systems & Administration | OCAC – Dy General Manager (Tech) | 2 yrs |
| | Ispat Profiles, Pune – General Manager, MIS | 1 yr |
| | Asst. Divisional Manager- Tata Steel, CCL, HAL – Systems Manager, Project Leader, System Analyst, Operation and Maintainance | 20 yrs |
| Total Experience (Industry & Academic) | | 36 years |

Total Number of Publication: 13