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# **STUDENTS' GRIEVANCE REDRESSAL MECHANISM**

**TRINITY INSTITUTE OF PROFESSIONAL STUDIES**

**Sector-9, Dwarka, New Delhi-110075**

**(Affiliated to Guru Gobind Singh Indraprastha University, Delhi &**

**Approved by Bar Council of India, New Delhi)**

**"A+" Ranked Institution by SFRC, Govt. of NCT of Delhi**

**Recognized under section 2(f) of the UGC Act, 1956**

**Accredited "A" by NAAC**

**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

**ACADEMIC SESSION 2024-2025**

*A. 29.*

**DIRECTOR**

Trinity Institute of Professional Studies  
(Adj), Metro Pillar No. 1160, Institutional Area  
Sector-9, Dwarka, New Delhi-110075



No: TIPS/SGRC/2024-25/10

Date :19.12.2024

## NOTICE

This is for the information of all the faculties & students of Trinity Institute of Professional Studies in compliance of the circular bearing number **BCI:D:2382/2024 (LE-Circular-14)** dated **22.11.24** issued by **Bar Council of India** the composition of SGRC is revised as per and this shall be the new constitution with effect from 20/12/2024.

S.no	Name of the Members	Designation
1.	Dr Shashi Bala	Chairperson
2.	Ms. Richa Tyagi	Co-ordinator
3.	Dr Mukta Sharma	Member
4.	Dr Anwar	Member
5.	Dr Arvind	Member
6.	Advocate Gurjit Singh	Member
7.	Ms. Anushree	Psychologist
8.	Dr Neha Arora	Counsellor
9.	Ms. Anupa Sharma (Admin officer)	Member Secretary
10.	Priyavrat Srivasatav	Student Representative
11.	Kashish Gupta	Student Representative

  
DIRECTOR  
Trinity Institute of Professional Studies  
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Sector-9, Dwarka, New Delhi-110075

  
Management Committee  
Signature





12/11/24

Ref TIPS/SGRC/2024-25/03

Date:18.08.2024

## NOTICE

### AVAILABILITY OF STUDENT GRIEVANCE REDRESSAL COMMITTEE

It is for the information of all the students of Trinity Institute of Professional Studies that for any grievance related to academic and non-academic matters that students can approach Student Grievance Redressal Committee.

The grievance can be filled offline as well as online:

1. Offline : Written application can be posted in complaint boxes fixed outside **Room no 808 & Admin office**
2. Online : Written application can also be sent to official email id **[grievance@tips.edu.in](mailto:grievance@tips.edu.in)**

Chairperson

Director

**DIRECTOR**  
Trinity Institute of Professional Studies  
(Adj). Metro Pillar No. 1160), Institutional Area  
Sector-9, Dwarka, New Delhi-110075

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Ref TIPS/SGRC/2024-25/11

Date: 17.01.2025

## NOTICE

This is for the information of all the faculties and the students of Trinity Institute of Professional Studies as per the revised constitution of the SGRC that following are the elected student representatives of the SGRC for the academic session 2024-25

1. Mr Priyavrat Srivastav(4<sup>th</sup> Year BALLB)
2. Ms Kashish Gupta (3<sup>rd</sup> Year BBA)

  
17/1/25  
Prof. (Dr) Shashi Bala  
Chairperson

  
**DIRECTOR**  
Trinity Institute of Professional Studies  
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Sector-9, Dwarka, New Delhi-110075



## MINUTES OF MEETING OF GRIEVANCE REDRESSAL COMMITTEE

Date of meeting : 12.08.2024 Day : Monday	Time : 1:30 pm
Venue : Conference Room	

### 1. Attendance

S.No	Name	Designation	Attendance
1	Dr Ashutosh Agarwal	Director	P
2	Dr Shashi Bala	Principal	P
3.	Ms Richa Tyagi	Chairperson	P
3	Ms. Rashima Sharma	Coordinator	P
4	Dr . Neha Arora	Counselor	P
5	Ms Anushree Ghai	Psychologist	P
6	Dr Mukta	HOD B.C.A	P
7	Dr Deepak Trivedi	HOD B.Com	P
8	Dr Ruchika	HOD BAJMC	P

### 2. Agenda of the meeting

1. Approval of the minutes of the last meeting.
2. Composition of SGRC for academic session 2024-25
3. Conducting Orientation session for new students of first year.

  
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### 3. Actions taken/ Initiated (Follow Up)

S.No	ISSUES	ACTIVITY/ FOLLOW-UP	RESPONSIBILITY	Done/In process	Signatures
1.	Approval of minute of last meeting	Minutes of last meeting were reviewed.	All members	Done	-
2.	Composition of SGRC for academic session 24-25	The representation from each department shall be taken in regard to the composition	All members	Done	
3.	Election for student representative of SGRC	Election of student representative shall be conducted as per the guidelines of UGC and Delhi High Court Directions	All members	14 <sup>th</sup> August 2024	

Ms. Richa Tyagi

Chairperson

Dr Ashutosh Agarwal

Director

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Trinity Institute of Professional Studies  
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Sector-9, Dwarka, New Delhi-110075

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Sector-9, Dwarka, New Delhi-110075



## ACTION TAKEN REPORT

In pursuance of the meeting held of the Grievance redressal committee on 12<sup>th</sup> August 2024. The representatives from each department for SGRC were selected and election were conducted for the student's representatives from the AR's and CR's of various department on 14<sup>th</sup> August 2024. The composition of the SGRC was revised with effect from 16<sup>th</sup> August 2024

Ms. Richa Tyagi

Chairperson

Dr Ashutosh Agarwal

Director

DIRECTOR

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(Adj). Metro Pillar No. 1160), Institutional Area  
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DIRECTOR  
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(Adj). Metro Pillar No. 1160) Institutional Area  
Sector-9, Dwarka, New Delhi-110075



Ref TIPS/SGRC/2024-25/02

Date: 12.08.2024

## NOTICE

It is for the information of all that a meeting of SGRC will be held on 14<sup>th</sup> August 2024 regarding the plan of action for orientation session of freshers regarding role, functions of SGRC, Anti-Ragging & Prevention of Sexual Harassment Committee.

*Dickson*  
12.08.24

Chairperson

*J. Singh*

Director

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Trinity Institute of Professional Studies  
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Sector-9, Dwarka, New Delhi-110075

*J. Singh*  
**DIRECTOR**  
Trinity Institute of Professional Studies  
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## MINUTES OF MEETING OF GRIEVANCE REDRESSAL COMMITTEE

Date of meeting : 14.08.24 Day : Wednesday	Time :1:30 pm
Venue : Conference Room	

### 1.Attendance

S.No	Name	Designation	Attendance
1	Dr Ashutosh Agarwal	Director	P
2	Dr Shashi Bala	Principal	P
3.	Ms Richa Tyagi	Chairperson	P
3	Ms. Rashima Sharma	Coordinator	P
4	Dr . Neha Arora	Counselor	P
5	M. Anushree Ghai	Psychologist	p
6	Dr Mukta	HOD B.C.A	P
7	Dr Depak	HOD B.B.A	P
8	Dr Ruchika	HOD BAJMC	P

### 2.Agenda of the meeting

1. Approval of the minutes of the last meeting.
2. Conducting orientation session for freshers in regard to role and functions of SGRC, Anti-ragging and Prevention of Sexual Harassment Committee

*A. Singh*  
**DIRECTOR**

Trinity Institute of Professional Studies  
(Adj). Metro Pillar No. 1160), Institutional Area  
Sector-9, Dwarka, New Delhi-110075



### 3. Actions taken/ Initiated (Follow Up)

S.No	ISSUES	ACTIVITY/ FOLLOW-UP	RESPONSIBILITY	Done/In process	Signatures
1.	Approval of minute of last meeting	Minutes of last meeting were reviewed.	All members	Done	-
2.	Conducting orientation session for freshers in regard to role and functions of SGRC, Anti-ragging and Prevention of Sexual Harassment Committee	The orientation session shall be organized by the coordinators of all the committees related to student welfare regarding their role and functions.	Ms. Richa Tyagi	16 <sup>th</sup> August 2024	

Ms. Richa Tyagi  
Chairperson

Dr Ashutosh Agarwal  
Director

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Trinity Institute of Professional Studies  
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Sector-9, Dwarka, New Delhi-110075

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**ACTION TAKEN REPORT**

In pursuance of the meeting held of the Grievance redressal committee on **14<sup>th</sup> August 2024**. An orientation session was conducted for newly enrolled students on **16<sup>th</sup> & 17<sup>th</sup> Aug 2024** in regard to the role and function of SGRC, Anti-ragging Committee and Prevention of Sexual harassment Committee. Ms Richa Tyagi coordinator of all the three committees took this session.

Ms. Richa Tyagi

Chairperson

Dr Ashutosh Agarwal

Director

**DIRECTOR**  
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## MINUTES OF MEETING OF GRIEVANCE REDRESSAL COMMITTEE

Date of meeting : 27.09.24 Day : Friday	Time :1:30 pm
Venue : Conference Room	

### 1.Attendance

S.No	Name	Designation	Attendance
1	Dr Ashutosh Agarwal	Director	P
2	Dr Shashi Bala	Principal	P
3.	Ms Richa Tyagi	Chairperson	P
3	Ms. Rashima Sharma	Coordinator	P
4	Dr . Neha Arora	Counselor	P
5	M. Anushree Ghai	Psychologist	p
6	Dr Mukta	HOD B.C.A	P
7	Dr Depak	HOD B.B.A	P
8	Dr Ruchika	HOD BAJMC	P

### 2.Agenda of the meeting

- 1.Approval of the minutes of the last meeting.
2. Conducting department wise session on mental health and personality development .

*[Signature]*  
DIRECTOR

Trinity Institute of Professional Studies  
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### 3. Actions taken/ Initiated (Follow Up)

S.No	ISSUES	ACTIVITY/ FOLLOW-UP	RESPONSIBILITY	Done/In process	Signatures
1.	Approval of minute of last meeting	Minutes of last meeting were reviewed.	All members	Done	-
2.	Conducting department wise session on mental health and personality development	In the meeting it was decided that sessions will be kept in regard to mental health and personality development department wise	All members	In process	

Ms. Richa Tyagi  
Chairperson

Dr Ashutosh Agarwal  
Director

DIRECTOR  
Trinity Institute of Professional Studies  
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Sector-9, Dwarka, New Delhi-110075

DIRECTOR  
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## ACTION TAKEN REPORT

In pursuance of the meeting held of the Grievance redressal committee on 27<sup>th</sup> September 2024 sessions were conducted on mental health and personality development by the Ms. Anushree Ghai (Psychologist) .The sessions were conducted on 1<sup>st</sup>, 3<sup>rd</sup> & 4<sup>th</sup> October for students of department of BALLB, BJMC, B.Com, BBA & BCA.

Ms. Richa Tyagi

Chairperson

Dr Ashutosh Agarwal

Director

DIRECTOR

Trinity Institute of Professional Studies  
(Adj). Metro Pillar No. 1160), Institutional Area  
Sector-9, Dwarka, New Delhi-110075

DIRECTOR

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TRINITY INSTITUTE OF PROFESSIONAL STUDIES

ACCREDITATION AND APPROVALS

GOSIPU RANK A+  
Affiliated Institute



BAR COUNCIL OF INDIA  
Approved Institute



NAAC A  
Accredited Institute

AICTE  
Approved Institute

# MENTAL HEALTH CONSULTATION

## THERAPY AND CONSULTATION SERVICES

MONDAY TO FRIDAY | 10:00AM - 5:00PM



**MS. ANUSHREE GHAI**

 **9999808404**

 **PSYCHOLOGIST@TIPS.EDU.IN**

 **DWARKA SEC. 9, NEW DELHI**



**WWW.TIPS.EDU.IN**

**#bestGGSIPUcollege**

Trinity Institute of Professional Studies  
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**TRINITY INSTITUTE  
OF PROFESSIONAL STUDIES**



RANKED "A-" AFFILIATED INSTITUTE OF GGSIPU, DELHI & APPROVED BY BAR COUNCIL OF INDIA, NEW DELHI

# STUDENT'S COUNSELOR



**Dr. Neha Arora**

**ROOM NO. 605**

**MOBILE NO. 9897519240**

**EMAIL: COUNSELLOR@TIPS.EDU.IN**

DWARKA SECTOR 9, NEW DELHI-110075 | WWW.TIPS.EDU.IN | EMAIL: GRIEVANCE@TIPS.EDU.IN  
9315911715, 9315911714 9315911709 f /TRINITYDWARKA

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(Adj). Metro Pillar No. 1160, Institutional Area  
Sector-9, Dwarka, New Delhi-110075



Ref TIPS/SGRC/2024-25/02 -A

Date: 16.08.2024

## NOTICE

It is for the information of all that composition of Student Grievance Redressal Committee is revised and this shall be the new constitution of the committee with effect from 16.08.2024 for academic session 2024-25

### COMPOSITION OF SGRC

S.no	Name	Designation	Department	Mobile
1	Ms. Richa Tyagi	Chairperson	Law	8057461416
2	Ms. Rashima Sharma	Coordinator	Law	8586815778
3	Ms. Anushree Ghai	Psychologist Member	Psychologist	9999808404
4	Dr Neha Arora	Counselor-Member	Management	9897519240
5	Ms.Karishma Samotra	Member	BJMC	8860119260
5	Ms.Hemlata Badlani	Admin member	SSC	8368688695
7	Dr Arti Bajaj	Member	BCA	9717872287
8	Mr Priyavrat Srivastava	Student member	BA LLB	7011716349
9	Mr Aman	Student member	BCA	9354787234

*(Signature)*  
**DIRECTOR**  
 Trinity Institute of Professional Studies  
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*(Signature)*  
**DIRECTOR**

Trinity Institute of Professional Studies  
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 Sector-9, Dwarka, New Delhi-110075

*(Signature)*  
**Chairperson**  
 Trinity Institute of Professional Studies  
 (Adj) Metro Pillar No. 1100, Institutional Area  
 Sector-9, Dwarka, New Delhi-110075

Dwarka Sector 9, Institutional Area, Near Dwarka Sec. 10 Metro Station, New Delhi-110075

☎ tips@tips.edu.in ☎ 011-45636921/22/23 ☎ 9315911714 9315911715 🌐 www.tips.edu.in



As per the Cl. 6 (i) of the above regulation, University has appointed an Ombudsperson and as per Cl. 5 (ix) "any student aggrieved by the decision of the Students' Grievances Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

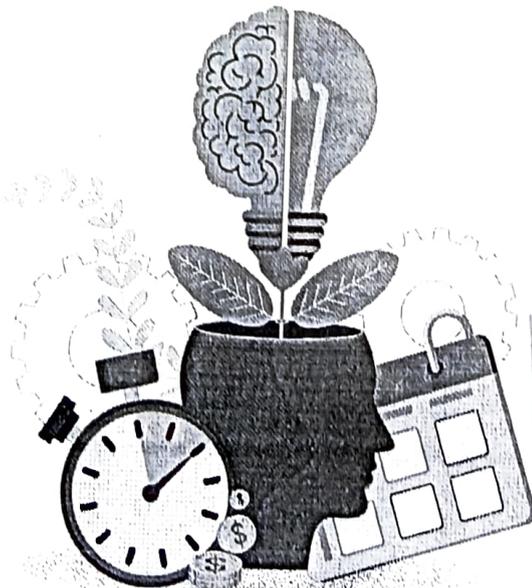
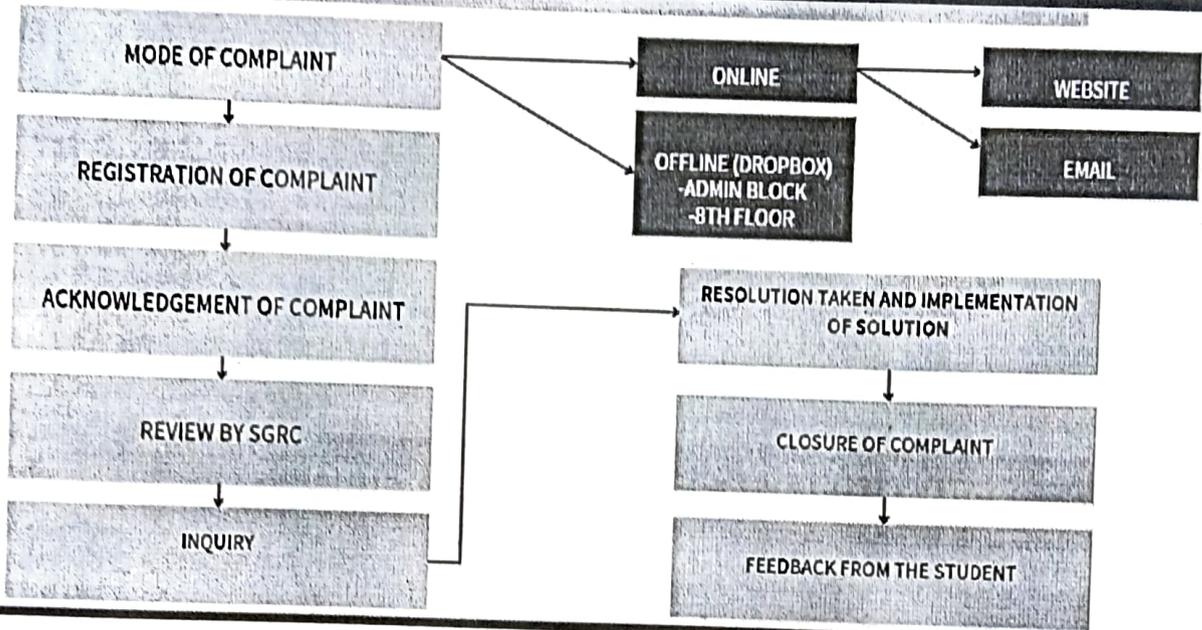
S.no	Name	Designation	Email. id
1	Dr. Madan Lal Gangwar	Ombudsperson	mlgangwar4@gmail.com

*A. J. P.*  
DIRECTOR  
Trinity Institute of Professional Studies  
(Adj) Main Bldg, Sec-14/01 Institutional Area  
Sector-14, Dwarka, New Delhi-110075





## GRIEVANCE REDRESSAL MECHANISM



*A. J. J.*

**DIRECTOR**

Trinity Institute of Professional Studies  
(Adj), Metro Pillar No. 1160, Institutional Area  
Sector-9, Dwarka, New Delhi-110075



# TRINITY INSTITUTE OF PROFESSIONAL STUDIES

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SCAN FOR WEBSITE



## INFORMATION BROCHURE



/trinitydwarka /trinitydwarkatv



TRINITY INSTITUTE OF PROFESSIONAL STUDIES  
Trinity Institute of Professional Studies  
New Metro Phase No. 11/1 Institutional Area  
Sector-3, Dwarka, New Delhi-110075

## ABOUT US

Trinity Institute of Professional Studies (TIPS), Dwarka, A+ ranked institute of GGSIPU, Delhi, Bar Council of India. The institute has been accredited Grade "A" by NAAC and Ranked A+ by SFRC, Government of Delhi which is a true testament of its rich legacy in nurturing academic excellence. The college epitomizes value-based quality education in streams of management, IT, commerce, law, and media studies. The quality education alongwith its holistic approach makes it one of the top colleges of GGSIPU in West Delhi. The College is a premier educational institute located at a walking distance from Sector 10 Metro Station, Dwarka (opposite pillar no. 1160).

It provides transformative learning experiences in a socially responsible, inclusive environment with an aim to promote academic excellence as per NEP 2020, innovation and entrepreneurship along with fostering an agile mindset. The institute is also preparing graduates to contribute to a global society that is increasingly focused on Personal and professional growth. Due to sustained efforts in this direction, the institute is quite popular amongst students. This has been witnessed by a number of accolades won by the students in curricular, co-curricular and extra-curricular activities.

**"The institute focuses on its VISION and MISSION of providing quality education."**

## COURSES AND INTAKES

S. No.	COURSES	FIRST SHIFT	SECOND SHIFT
1	BBA	120	120
2	BCA	60	60
3	B.COM(H)	40	40
4	B.A.(JMC)	60	60
5	B.A. LLB (H)	60	NIL

## ULTRA MODERN INFRASTRUCTURE

Our modern facilities provide students access to cutting-edge resources, from smart classrooms to advanced computer and media laboratories, moot court, ideation centre, and well-stocked libraries housing a wide variety of books, conference/seminar rooms and other amenities set up in a centrally air-conditioned ambience and Wi-Fi enabled Campus making it conducive for growth and an immersive learning experience.



## COURSES OFFERED

Trinity Institute of Professional Studies (TIPS) offers BBA, a four year undergraduate programme that familiarizes students with the managerial functions, develops excellent communication skills, decision-making abilities that are required to manage and run a successful business enterprise. The emphasis on quality and excellence has made TIPS the best institute for BBA Course in Delhi NCR. This course covers all core management subjects which help students learn the theoretical as well as practical aspects of business management which guides them to become successful managers, entrepreneurs, and business leaders.



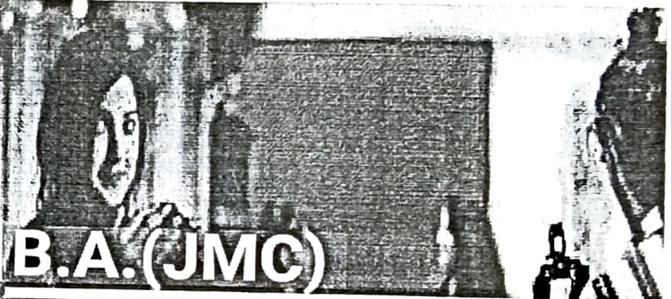
**BBA**



**B.COM (H)**

Trinity Institute of Professional Studies offers Bachelor of Commerce (Hons), a four year undergraduate programme for the students interested in commerce and management. B.Com (Hons.) is one of the most suitable courses for the students who have an inclination towards commerce, business and finance sector. The emphasis on quality and excellence has made TIPS the best B.Com College in Delhi NCR. The practical and Industry oriented approach of the course enables an individual to get well versed with different aspects of the field. The extensive knowledge provided through the designed course proves beneficial for the ones aiming to gain proficiency in Accounts, Economics, Finance, Taxation and much more.

Trinity Institute of Professional Studies (TIPS) is ranked as one of the foremost Journalism and Mass Communication College in Delhi NCR which offers a four-year undergraduate course for holistic and all-round grooming to be a thorough professional in the field of Journalism & Mass Communication. TIPS has a state-of-the-art infrastructure such as a Post-production Lab, Radio Lab, Photo studio & Video Studio along with well-qualified faculty members who have enabled us to produce both Industry Leaders and University Toppers.



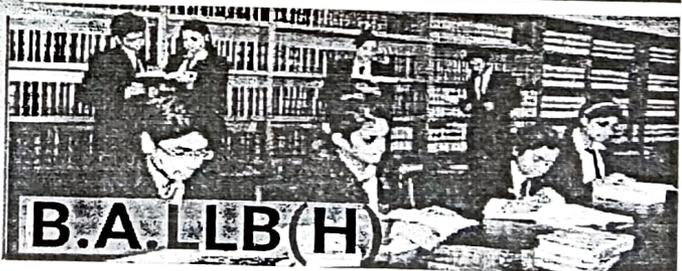
**B.A. (JMC)**



**BCA**

BCA is a four-year undergraduate course which strengthens the knowledge and skills of students as per the requirements of the Information Technology (IT) industry. It's a course designed to give an insight to the students regarding various CS & IT concepts and their practical applications as well. This course enables the students to grab promising opportunities available to them in the leading companies like TCS, Infosys, Wipro, etc. The emphasis on quality and excellence has made TIPS the leading BCA College in Delhi NCR.

B.A.LLB (Hons) is an integrated five-year course under its Department of Law which is supported by the Bar Council of India. To make students industry ready, exploratory-based learning is advanced through extra-curricular exercises like Conferences, Seminars, Moot Court Competition, Criminal/Civil Trial Advocacy Competition, Youth Parliament, and so forth.



**B.A. LLB (H)**

## ADMISSION PROCESS

Guru Gobind Singh Indraprastha University (GGSIPU) is all set for the admission process in 2024. The IP University Admission 2024 offers a wide array of undergraduate and postgraduate programs, including BBA, BCA, BAJMC, BALLB, and B.Com(H). Prospective students interested in pursuing their academic journey at GGSIPU are encouraged to apply. The university evaluates candidates for BA-LLB (Integrated) & BBA-LLB (Integrated) programs based on the merit/score of the National Level Test (CLAT), while other programs undergo the university's own admission test. Before starting the online registration, applicants are strongly advised to thoroughly review the Admission Brochure and adhere to the guidelines provided on the GGSIPU. Ensuring accuracy in all information provided during the registration process is essential. This presents an exciting opportunity for individuals to begin their academic endeavors at GGSIPU.

For more details, visit, <http://www.tips.edu.in/admissions>

Trinity Institute of Professional Studies  
(Add: Main Road, Noida, Uttar Pradesh)  
Sector-17, GGS Indraprastha, Delhi-110028

# "HIGHLIGHTS OF THE PROGRAMMES @TRINITY DWARKA

## Bachelor of Business Administration

- Management Process and Organisation Behaviour
- Business Communication
- Business Studies
- Financial Accounting
- Financial Management
- Business Mathematics
- Marketing Management
- Human Resource Management
- GST, Income Tax Laws, Business Laws
- Research Methodology
- Entrepreneurship Development, Business Policy Strategy

## Bachelor of Commerce (Hons)

- Financial Accounting  
Corporate Accounting, Cost Accounting
- Business Laws
- Income Tax Laws
- Business Statistics, Financial Modelling through Advanced Excel, Tally
- Corporate Law
- Human Resource Management
- GST
- Research Methodology
- Entrepreneurship Development
- Management Process & Organisation Behaviour
- Business Communication
- Business Studies

## Bachelor of Computer Applications

- Introduction to CS & IT Cyber Security
- Programming Language using C++
- Digital Electronics
- Database Management System
- Front End Design Tool VB.Net
- Web Technologies
- Java Programming
- Software Engineering
- Data Warehousing & Data Mining
- Multimedia and Its Applications
- Artificial Intelligence
- Linux Environment
- Machine Learning

## Bachelor of Arts + Bachelor of Law (Hons)

- Intellectual Property Rights
- Emerging Technologies
- Constitutional Law
- Criminal and Civil
- Procedural Laws
- Contract Laws
- Labour Laws
- Property Laws
- Jurisprudence
- Interpretation of Statutes, Banking and Insurance Laws
- Competition Laws
- Arbitration, Mediation and Conciliation Techniques
- Information Technology and Cyber Laws
- International Trade
- Commercial Laws
- Competition Laws
- Tax Laws

## Bachelor of Journalism and Mass Communication

- Print Journalism
- Graphic Designing
- Still Photography
- Media Laws
- Radio Production
- Sports Journalism
- Television Production
- Public Relations
- Corporate Communications
- TV News Anchoring
- Radio Jockeying
- Digital Media Marketing
- Film Studies
- Advertisement Professional
- Event Management
- Research
- Media Management and Entrepreneurship

## SCHOLARSHIP

The institution encourages each student's all-round academic development and help the students achieve their career goals by providing financial assistance in the form of scholarships to them. For further details kindly click on the link given below:

<https://tips.edu.in/scholarships>



## STUDENT - INDUSTRY ACADEMIA FORUM

The Institute has student Industry-Academia Forum and various committees/ societies/clubs in place to provide quality education to the students under the aegis of Institute's Internal Quality Assurance Cell. The forums/ committees/ societies/clubs are governed by the team of faculties and students working as coordinators, co-coordinators and members of the same. The team takes care of the smooth functioning of various activities being conducted inside and outside the institution. Innovative practices are adopted consistently on a regular basis as per the suggestions from the committee members and with the approval of Heads/Director/Chairman. The forum focuses on preparing graduates to contribute to the intercontinental society meaningfully. It provides useful and practical exposure to students and reduces the industry-academia divide, to connect with their batchmates and seniors, to get mentorship/ guidance, etc.

Each member of our student industry-academia forum is benefitted with the following :

- Life Skill-Sessions
- Counseling Sessions
- Eminent Lecture Series
- Celebrity Talk Series
- Industrial Visits
- Seminars
- Conferences
- Mentorship Programmes
- Organizing events such as Freshers, Farewell Parties, etc.
- Alumni Association Membership

The list of various committees /societies/clubs organizing various curricular, co-curricular, extra-curricular and Student-Industry academia Forum activities, is as follows :

- Academic Committee
- Placement and EDP Committee
- Research and Publication Committee
- Industry Interface
- Sports Committee
- NSS, NCC and BVP
- Elysian - Music Society
- Zorks - Dance Society
- Shaurya - Dramatics Society
- Flamboyance - Fashion Society
- Frames - Photography Society
- Udyami - E Cell
- Coding Club
- Trinity Moot Court Society
- Environmental Law Centre
- Trinity Legal AID Society
- Dabeet - Debate Society
- Grievance Redressal Committee
- Discipline Committee
- Equal Opportunities Committee
- Gender Equality and Sentization Committee
- Anti - Ragging and Sexual Harassment Committee
- Marketing and HR Club
- Finance and Eco Club
- Commerce Club
- TV and Film - Making Club
- Radio & Podcast Club and Many more Clubs

*Handwritten:* DIRECTOR  
Professional Studies  
International Area



# ACHIEVEMENTS

The Talented Scholars of TIPS have to their credit many laurels in various curricular, co-curricular & extra-curricular activities

## ACADEMIC AND SPORTS ACHIEVEMENTS

As the institute focuses on quality education, TIPS is delighted to have produced 100% results in all academic courses. More than 70% students passed with distinctions. Moreover, the institute boasts of academic excellence through the success stories of our meritorious students. Ms. Simranjeet Kaur Rainu bagged gold medal at the 13th Convocation of GGSIPU.

LIST OF TOPPERS				CO-CURRICULAR AND EXTRA-CURRICULAR ACHIEVEMENTS		
S.No.	NAME	COURSE	Percentage	COMPETITION	HOST INSTITUTE	POSITION
1.	Rohan	BBA - 3rd Year	88.703%	Tug of War (Boys)	SYNERGY 2023, Apeejay, Dwarka	First
2.	Anshika Saxena	BBA-2nd Year	84.568%	Rangoli Competition	NSS - National Integration Camp, Haryana	First
3.	Tanisha Gupta	BBA-1st Year	86.458%	Cinefest 3.0	Maharaja Agrasen Institute of Management	Third
4.	Pranika Aggarwal	B.Com(H) - 3rd Year	89.325%	ATHLEEMA 2023	Asian Education Group	Gold Medalist
5.	Garina Kapoor	B.Com(H)-2nd Year	83.114%	Tug of War (Boys)	ABS Management School	Gold Medalist
6.	Ishita	B.Com(H)-1st Year	88.609%	Tug of War (Women's)	GGSIU	Second
7.	Mitali Adhikary	BA(JMC)-3rd Year	89.822%	100 meter Relay Run (Women's)	GGSIU	Third
8.	Lujain Kaisar	BA(JMC)-2nd Year	94.375%	100 meter Sprint (Women's)	GGSIU	Third
9.	Naina Sharma	BA(JMC)-1st Year	92.875%	Badminton	SPARDHA -Don Bosco Institute of Technology	Gold Medalist
10.	Sherodhi Sharma	BCA-3rd Year	89.17%	Badminton	GGSIU	Bronze
11.	Prince Kumar	BCA-2nd Year	90.25%	Anugoonj 2024 (Mr. & Ms.)	GGSIU	First
12.	Diya Gosain	BCA-1st Year	85.82%	Anugoonj 2024 (Creative Writing)	GGSIU	First
13.	Sneha	BA LLB (H)-5th Year	84.8%	Anugoonj 2024 (Battle of Bands)	GGSIU	Second
14.	Bharti Sharma	BA LLB(H)-4th Year	78.5%			
15.	Parkhar Shukla	BA LLB(H)-3rd Year	75.25%			
16.	Rakshita Singh	BA LLB(H)-2nd Year	85.8%			
17.	Shweta Srivastava	BA LLB(H)-1st Year	78.5%			

## SPORTS AT TRINITY DWARKA

Trinity Dwarka truly believes in the mantra of 'Healthy Mind in a Healthy Body'. The Institute aims at inculcating and promoting the essence and value of sports in its gifted students to improve their performance in every field. Adequate sports facilities and guidance are available to encourage students to upgrade their physical and mental strength. Our students regularly participate in different competitions in sports and harvest cheers for their alma mater.

## ADORABLE PRACTICES ADOPTED AT THE INSTITUTE

- Academic Excellence through effective teaching and learning, Conduct of Webinars, Seminars, Workshops and Value-added courses, Involvement of student in live projects and research projects.
- The focus of the institution during the years has been to strengthen the placements cell of the institution. The Institution has signed various MOU's to amplify personality development preparation and internships for the students. As a result, the institute provides various collaborative approaches, linkages and tie-ups which enable the students to upskill themselves and secure higher packages.
- Faculties groomed to adopt innovative teaching, learning and digital transformation as per the need of society.
- Inclusive grooming of the students is taken care of conducting various curricular, co-curricular and extra-curricular activities by various committees. The students have achieved various awards and certificates for winning in various competitions in a winning spree.



STUDENTS OF GGSIPU EXAM TOPPERS 2023



nal Stud  
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11/02/23



## INSTITUTE'S DISTINGUISHABLE OPERATIONAL FEATURES:

### STATE OF THE ART INFRASTRUCTURE

- Wi-Fi enabled digital campus
- 24X7 CCTV Surveillance
- Centrally all-weather AC Building
- Well-equipped Classrooms, Smart Classes
- Audio Lab, Video Lab, Photo Studio equipped with multi-camera-setup, teleprompter, newsroom set and a dozen studio lights
- Post-Production Lab with up to date amenities and latest software
- Library equipped with the latest books with national and international journals
- Separate library for law
- Fully functional Placement Cell
- Moot Court with Adjacent Judges Retiring Room
- 3 Well-equipped Computer Labs with the latest software.
- Multi-purpose Hall with Indoor sports facilities
- 2 Cafeterias

### EDUCATIONAL EXPERTISE

- More than 23 years of Educational excellence
- Experienced, dedicated, and research-oriented faculty members
- Top-Notch Knowledge partners - T-Series, IMS, ICT Academy, Upto skills and IID, etc
- International Academic Cooperation with Stromstad Akademi, Sweden

### PERSONALITY DEVELOPMENT LIFE SKILL SESSIONS

- Corporate Exposure and Outreach Programmes
- Industrial Visits
- Student's Societies and Clubs
- Numerous Guest Lectures, Seminars, Symposia, Alumni Interactions and Workshops have always been our USP to strengthen and groom our students ready for campus placements
- Cultural and Sports Activities
- Mentorship Sessions and Inter-State Educational tours
- Placements in renowned companies

## ALUMNI

The Alumni Cell of the institute works sincerely and tirelessly to bring together all the previous students to share their experiences with each other. The institute has built a strong alumni network through a "Alma Connect Portal" ([www.tips.almaconnect.com](http://www.tips.almaconnect.com)) wherein various updates regarding activities at the institute, job vacancy options, achievements of alumni, etc. are done. The Alumni Association also helps bridge the academia-industry gap through interactive and mentorship sessions. Trinity has also initiated coffee series wherein all the alumni share their rich experiences and valuable advice for the overall development of the institute. Following are some of our alumni who rose to great heights in their careers and continue to be a source of inspiration for us.

## OUR STAR ALUMNI

<p><b>MALIKA MALHOTRA</b></p> <p>Course : BAJMC Batch : 2009-2012 Company : Zeo News Designation : News Anchor</p>	<p><b>PRIYANKA SHARMA</b></p> <p>Course : BAJMC Batch : 2011-2014 Company : Republic Bharat Designation : News Anchor</p>	<p><b>ATISHAY MALKOTIA</b></p> <p>Course : BAJMC Batch : 2013-2015 Company : Ishq FM Designation : Radio Jockey</p>	<p><b>VAISHNAVI</b></p> <p>Course : BCA Batch : 2017-2020 Company : IBM Designation : Associate Engineer</p>	<p><b>ABHISHEK RAGHAV</b></p> <p>Course : BCA Batch : 2016-2019 Company : Infosys Designation : Sr. Associate Consultant</p>	<p><b>MANSI RAJPUT</b></p> <p>Course : BCA Batch : 2017-2020 Company : Wipro Designation : Engineer</p>	<p><b>DIRECTOR</b></p> <p>Trinity Institute of Professional Studies (Adj. Multy Pater No. 1169) Sector-9, Dwarka, New Delhi-110075</p>
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## TRAINING AND PLACEMENTS

The Institute has a dedicated Training and Placement Cell which is playing a crucial role to provide internships and placement opportunities to our students. Many Industrial Visits, PDP Sessions, Alumni Interactions, Guest Lectures, Mentorship Sessions and Mock Interviews are regularly organized for the holistic development of our students. More than 100 companies visited the campus for recruitment drive this year and students have been hired by the renowned companies like Bajaj Allianz, Infosys, TCS, Wipro, Capgemini, Radison Blu, Zee News, CNN, Ernst & Young, CN Network among others. In batch 2020-2023, the highest package offered was Rs. 10 Lakh per annum.

### Top Recruiters



S.No.	Name	Current Company	Current Designation	Batch	Course
1.	Abhijot Singh	Wipro	Voice/Web Chat	2020-2023	BBA
2.	Aditi Negi	Skolar/ICICI Prudential	BD Manager	2020-2023	BBA
3.	Gurkiran Kaur	Bajaj Allianz	Trainee-Sales & Marketing	2020-2023	B.Com (H)
4.	Kshitij Mehta	Niva Bupa	Unit Manager - Agency Sales	2020-2023	B.Com (H)
5.	Divyarth Gudlani	Wipro	Voice/Web Chat	2020-2023	BBA

The list doesn't end here and many more alumni have made us proud by getting placements in renowned companies and getting awards for their achievements.



## TRINITY DWARKA ACCOLADES



1800+ STUDENTS

100+ FACULTY MEMBERS

50+ ADMINISTRATIVE, TECHNICAL AND SUPPORTING STAFF

1000+ TIPS IN NEWS

14000+ ALUMNI NETWORK

45+ YEARS OF ACADEMIC EXPERIENCE

## TRINITY INSTITUTE OF PROFESSIONAL STUDIES

Sector-9, Dwarka Institutional Area (Near Sec-10 Metro Station & Dwarka Court), Dwarka, New Delhi 110075

Helpline: 011-45636921/22/23/24/25 | Helpline for Admissions: 800 600 4620 +91-9315911709

www.tips.edu.in | tips@tips.edu.in | https://www.tips.edu.in/grievance-redressal

# Grievance Redressal

**Objectives**

Identify Grievance Redressal Committee has been formed at Trinity Institute of Professional Studies, Dwarka to handle the grievances of students up to a satisfaction level so as to create a harmonious educational atmosphere in the institute. The purpose of the grievance redressal committee is to ensure a speedy response to all concerned.

The Grievance Redressal Committee is empowered to look into the academic and non-academic matters of students. This committee has been constituted to create a responsive, disciplined, accountable, responsible and equitable air among students with the view to ensure the welfare of the students.

- Functions**
- The Committee will address all the complaints promptly and meticulously.
  - Periodic reports will be submitted to the higher authorities regarding the details of the Complaints handled and the pending cases.
  - The committee will follow the prescribed procedure for disposal of the complaint with an effective, impartial & fair approach.
  - Encouraging the Students to express their grievances/problems freely and frankly, without any fear of being victimised.

To ensure responsive, accountable and courteous dealing with the students.

Grievance Redressal Cell	<a href="#">View</a>
Grievance Redressal Report	<a href="#">View</a>
Grievance Redressal Form	<a href="#">Click Here</a>

## Admission 2025

- > Career Counselling
- > Online Registration
- > Admission Process
- > Information Brochure
- > Latest Updates
- > Apply for Management Quot

## Pre Induction Porta

- > GGSIPU CET 2025
- > Courses
- > TIPS Achievers
- > TIPS in NEWS
- > Awards & Recognition
- > FAQ's
- > Star Performers

## Events

Timestamp	1. Name	2. Contact Details	3. COURSE	4. SEMESTER	5. SHIFT	6. SECTION (IF ANY)	7. Nature of Problem	8. Problem was addressed to	9. Was the problem addressed on time	10. Are you satisfied with SGRC
1/15/2024 10:52:34	Kashish Gupta	9582149873	BCA	FOURTH	FIRST	None	Academics Related	Counselor	Yes	Yes
1/29/2024 12:52:50	Prachi Mishra	9667163310	BCA	FOURTH	FIRST	None	Academics Related	Counselor	Yes	Yes
2/11/2024 15:04:03	Jatin Papanai	9315219982	B.COM(H)	FOURTH	SECOND	None	Professional (Career/Job/Higher Education)	Counselor	Yes	Yes
2/21/2024 16:12:07	Shreya Mebrish	9625721493	B.COM(H)	FOURTH	FIRST	None	Professional (Career/Job/Higher Education)	Mentor	Yes	Yes
2/21/2024 16:24:02	Rishabh Kumar Sharm	7827382591	B.COM(H)	FOURTH	FIRST	None	Professional (Career/Job/Higher Education)	Counselor	Yes	Yes
2/28/2024 11:04:10	Avish Sharma	9958354042	B.COM(H)	FOURTH	FIRST	None	Professional (Career/Job/Higher Education)	Counselor	Yes	Yes
4/1/2024 15:04:37	Divasha Gang	7289922068	B.COM(H)	FOURTH	FIRST	None	Professional (Career/Job/Higher Education)	Mentor	Yes	Yes
9/28/2024 19:09:55	Priyavrat Srivastava	9958849175	BA (LLB)	Seventh	FIRST	None	Professional (Career/Job/Higher Education)	Mentor	Yes	Yes
10/9/2024 13:04:07	Sonali	8920922330	BBA (GENERAL)	Fourth	FIRST	A	Professional (Career/Job/Higher Education)	Mentor	Yes	Yes
11/12/2024 15:04:31	Shubhangi verma	9654771501	BBA (GENERAL)	FOURTH	FIRST	A	Professional (Career/Job/Higher Education)	Mentor	Yes	Yes
11/29/2024 9:52:31	Gunjan Yadav	7827330073	BCA	FOURTH	FIRST	None	Academics Related	Counselor	Yes	Yes

  
DIRECTOR

Trinity Institute of Professional Studies  
(Adj), Metro Pillar No. 1160), Institutional Area  
Sector-9, Dwarka, New Delhi-110075



You

Today at 12:40



**TRINITY INSTITUTE OF PROFESSIONAL STUDIES**

ACCREDITATION AND APPROVALS



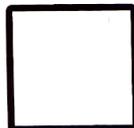



**COMPOSITION OF GRIEVANCE REDRESSAL COMMITTEE**  
Academic Session 2024-25

S.no	Name of the Members	Designation	Mobile Number
1	Dr. Shashi Bala	Chairperson	7011599428
2	Ms. Richa Tyagi	Co-ordinator	8057461416
3	Dr. Mukta Sharma	Member	9717800812
4	Dr. Anwar	Member	9911178689
5	Dr. Arvind	Member	8010603232
6	Mr. Gurjit Singh	Advocate Member	9810872685
7	Dr. Anushree	Psychologist	9999808404
8	Dr. Neha Arora	Counsellor	9897519240
9	Ms. Anupa Sharma (Admin officer)	Member Secretary	8700765866
10	Priyavrat Srivasatav	Student Representative	7011716349
11	Kashish Gupta	Student Representative	9582149873

DWARKA SECTOR 9, NEW DELHI-110075 | WWW.TIPS.EDU.IN  
 9315911715, 9315911714, 9315911709 EMAIL: GRIEVANCE@TIPS.EDU.IN

  
**DIRECTOR**  
 Trinity Institute of Professional Studies  
 (Adj). Metro Pillar No. 1160, Institutional Area  
 Sector-9, Dwarka, New Delhi-110075





TRINITY INSTITUTE

TIPS Dwarka &lt;tips@tips.edu.in&gt;

## Proceedings & Reports of SGRC Odd Sem 24-25

TIPS Dwarka &lt;tips@tips.edu.in&gt;

To: "Affiliation Branch, GGS IP University, Delhi" &lt;affiliation@ipu.ac.in&gt;

Bcc: richu tyagi &lt;richatips12@gmail.com&gt;

Wed, Jan 29, 2025 at 3:48 PM

**Respected Sir,**

**Please find the attachment in regard to the proceedings and reports of the student grievance redressal committee of Trinity Institute of Professional Studies for odd semester of academic session 2024-2025.**

**With regards,****Director**

Tips, Dwarka

**3 attachments** **SGRC NOTICE-2024 (1).pdf**  
394K **Report 2 odd Sem 24-25.pdf**  
2636K **Odd Sem Reports A.S 24-25.pdf**  
2306K

  
**DIRECTOR**  
Trinity Institute of Professional Studies  
(Adj.) Metro Pillar No. 1160, Institutional Area  
Sector-9, Dwarka, New Delhi-110075



## Constitution of Grievance Redressal Committee for the Students in Higher Education Institutions

TIPS Dwarka <tips@tips.edu.in>

To: "Affiliation Branch, GGS IP University, Delhi" <affiliation@ipu.ac.in>

Bcc: richu tyagi <richatips12@gmail.com>

Wed, Sep 25, 2024 at 4:11 PM

Respected Sir,

At Trinity Institute of Professional Studies, we prioritize the mental and physical well-being of our students. In line with the directions of the Honorable High Court of Delhi and the UGC guidelines, we reconstitute the Student Grievance Redressal Committee (SGRC) at the beginning of each academic session. Furthermore, we ensure the timely submission of the SGRC University Compliance report annually.

As per your request, we are hereby enclosing the notices regarding the availability and composition of the SGRC for the academic session 2024-25, along with the details provided in the prescribed format.

Should you require any additional information, please feel free to reach out.

Warm regards,

**Dr. Ashutosh Agarwal**  
Director  
TIPS, Dwarka

[Quoted text hidden]

### 2 attachments

 **SGRC NOTICE-2024.pdf**  
394K

 **SGRC Proforma TIPS.xlsx**  
13K

  
**DIRECTOR**  
Trinity Institute of Professional Studies  
(Adj), Metro Pillar No. 1160, Institutional Area  
Sector-9, Dwarka, New Delhi-110075



**AYUSHMAN HOSPITAL  
& HEALTH SERVICES**



TRINITY INSTITUTE OF PROFESSIONAL STUDIES  
(Affiliated to G.G.S Indraprastha University, New Delhi)

Dated: 04-07-2022

To  
HR Manager  
TRINITY INSTITUTE OF PROFESSIONAL STUDIES  
(Affiliated to G.G.S Indraprastha University, New Delhi)

Subject: Request for Empanelment of your Hospital for Emergency.

Dear Sir,

Please refer to your letter for Empanelment of your Hospital for Emergency dated 01/07/2022 regarding Emergency Medical Services to your students and staff.

We are pleased to inform you that Ayushman Hospital will be happy to provide emergency services to your students and staff. This agreement would be valid for two years from 04.07.2022

You may please contact our emergency Department as Telephone No: 9205481438 or our 24/7 Helpline No: 011-49495555/66 in case of any Medical Emergency.

Prashant Sanwal  
B.Sc., MBBS, MCh  
Medical Superintendent  
MC Reg. No. 12071  
Ayushman Hospital & Health Service  
Dwarka, New Delhi-110010  
Medical Superintendent

*(Handwritten Signature)*  
**DIRECTOR**

Trinity Institute of Professional Studies  
Sector-10, Dwarka, New Delhi-110075  
Phar No. 1160, Institutional Area  
Dwarka, New Delhi-110075

SECTOR-10, DWARKA, NEW DELHI-110075  
T: 011 - 4949 5555/66 | E: info@ayushmanhhs.in | W: www.ayushmanhhs.in



## Orientation Session for Student Grievance Redressal Committee, Anti-Ragging Committee, and Prevention of Sexual Harassment Committee

Date	16 <sup>th</sup> & 17 <sup>th</sup> August 2024
Event	Orientation Session for Student Grievance Redressal Committee, Anti-Ragging Committee, and Prevention of Sexual Harassment Committee
Venue	Multi Purpose Hall

On the **16th and 17th of August 2024**, an orientation session was conducted for the freshers of Trinity Institute of Professional Studies to introduce them to the **Student Grievance Redressal Committee (SGRC), Anti-Ragging Committee, and the Prevention of Sexual Harassment (PoSH) Committee**. The session was led by **Dr. Shashi Bala** and **Ms. Richa Tyagi**, who elaborated on the **functions, importance, and composition** of these committees, ensuring that students understand their rights, responsibilities, and the institutional support mechanisms in place.

Dr. Shashi Bala emphasized the role of these committees in creating a **safe, inclusive, and student-friendly environment**, highlighting their proactive measures in addressing concerns related to grievances, ragging, and sexual harassment. She explained the composition of each committee, comprising faculty members, student representatives, and legal advisors, all working towards **ensuring justice, discipline, and safety on campus**. Ms. Richa Tyagi further elaborated on the **SGRC mechanism**, detailing the step-by-step process through which students can report grievances, seek redressal, and expect a fair resolution. She also stressed the importance of confidentiality and impartiality in handling such matters.

The orientation provided students with a **clear understanding of the support structures available to them**, reassuring them of a campus culture that prioritizes their well-being and safety. The interactive session allowed students to ask questions and clarify doubts, making them more aware of their rights and the institutional framework designed to protect them.

**DIRECTOR**  
Trinity Institute of Professional Studies  
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# TRINITY INSTITUTE OF PROFESSIONAL STUDIES

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Overall, the session successfully sensitized the students on these crucial aspects, ensuring a harmonious and respectful learning environment for all.



*A. Singh*  
DIRECTOR

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*A. Singh*  
DIRECTOR

Trinity Institute of Professional Studies  
(Adj.) Metro Pillar No. 1160, Institutional Area  
Sector-9, Dwarka, New Delhi-110075

*Rishi*  
20/8/24  
Chairperson



## Sessions on Mental Health and Personality Development

Date	1 <sup>st</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> October 2025
Event	Sessions on Mental Health and Personality by Psychologist Ms Anushree Ghai
Venue	Multi Purpose Hall

The Student Grievance Redressal Committee of Trinity Institute of Professional Studies organized an engaging and insightful session on *Mental Health and Personality Development* for the students of BA LL.B, BJMC, BCA, BBA, and B.Com on 1<sup>st</sup>, 3<sup>rd</sup> & 4<sup>th</sup> October 2024 respectively.

The session was conducted by **Ms. Anushree Ghai**, a renowned psychologist, and aimed at equipping students with practical tools to enhance their mental well-being and build strong, impactful personalities.

The session primarily aimed to raise awareness about the significance of mental health in everyday life, encouraging students to cultivate a positive mindset and develop effective coping strategies for stress. Additionally, it provided valuable insights into personality development techniques, helping students enhance their interpersonal skills and build confidence.

Ms. Anushree Ghai conducted an engaging and interactive session where students actively participated in discussions, real-life examples, and short activities. The session focused on mental health awareness by addressing common issues like anxiety, stress, and low self-esteem, while also emphasizing self-care practices such as mindfulness, exercise, and journaling. Additionally, students were introduced to personality development techniques, including goal setting, time management, and emotional intelligence, with a strong emphasis on communication skills, body language, and self-confidence. Role-playing and experience-sharing activities further enriched the session by demonstrating effective communication and conflict resolution skills, making it both insightful and relatable for students.

*Dr. J. K. DIRECTOR*  
Trinity Institute of Professional Studies  
Multi Purpose Hall, Dwarka Sector 9, New Delhi-110075  
Sector-9, Dwarka, New Delhi-110075



## Benefits of the Session

- 1.Enhanced Awareness:** The session helped students recognize the importance of mental health and how it directly influences their academic performance and personal growth.
- 2.Practical Takeaways:** Students gained actionable tips to manage stress and anxiety, which they could apply in their daily lives.
- 3.Improved Confidence:** By addressing common challenges in personality development, the session motivated students to work on their self-image and presentation skills.
- 4.Empathy and Support:** Ms. Ghai's emphasis on building supportive peer networks and seeking help fostered a sense of empathy and community among students.

The session received overwhelming positive feedback from students, who appreciated Ms. Ghai's relatable approach and the safe space created to discuss sensitive issues. Many students expressed their desire to attend similar workshops in the future to further enhance their skills and understanding.

## Conclusion

The session by Ms. Anushree Ghai was a remarkable initiative to address critical aspects of student life, such as mental health and personality development. It not only educated students but also empowered them to take proactive steps towards their personal and professional growth.

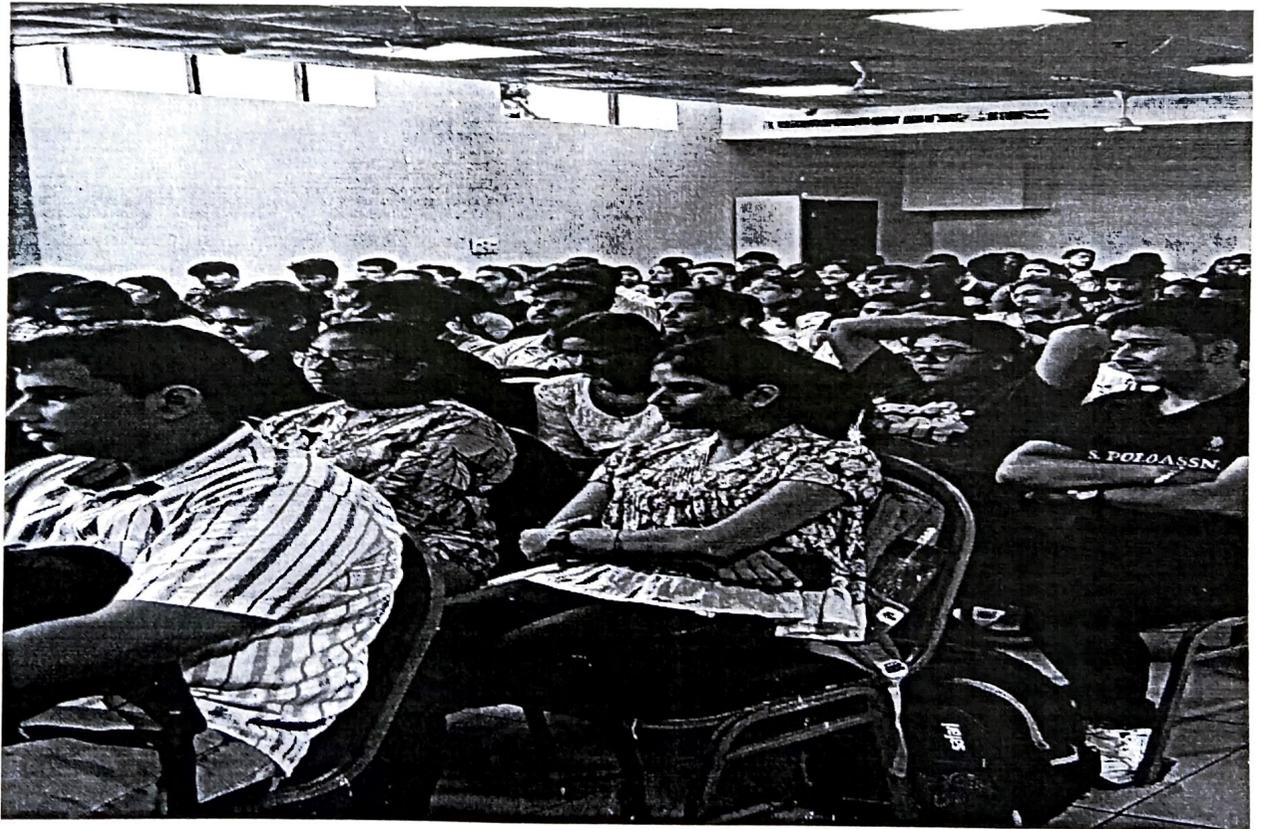
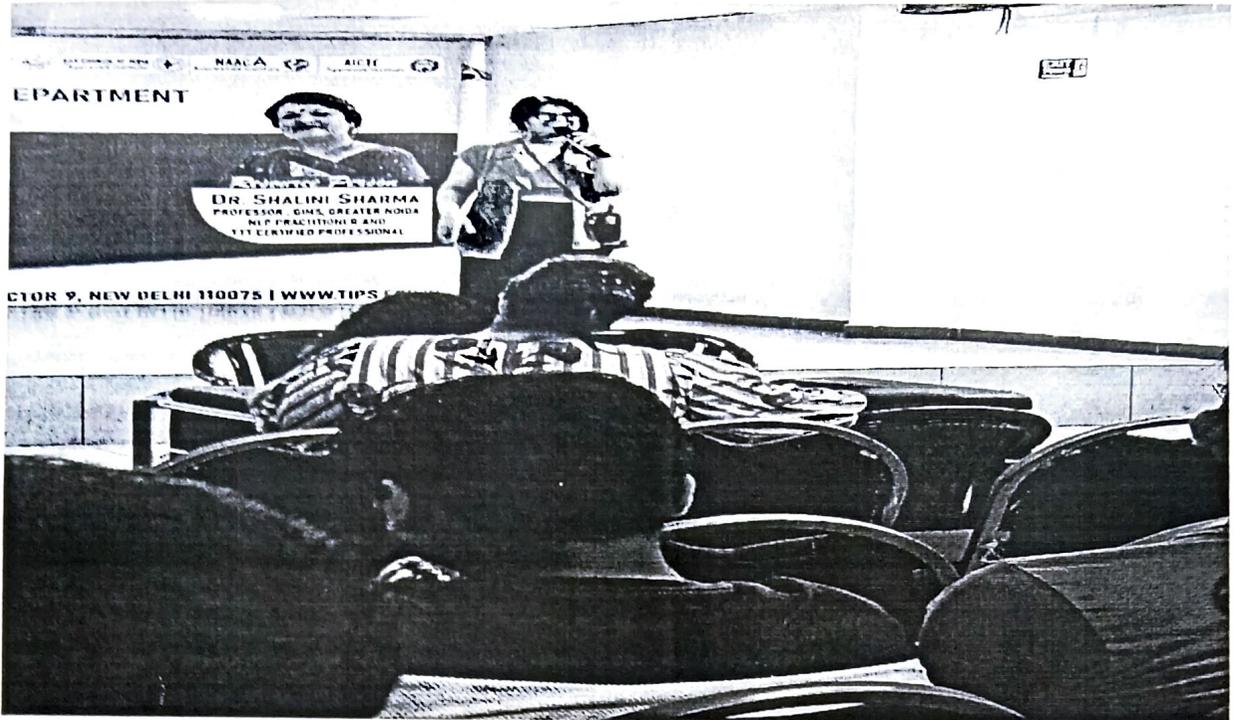
DIRECTOR  
Trinity Institute of Professional Studies  
(Adj). Metro Pillar No. 1160), Institutional Area  
Sector-9, Dwarka, New Delhi-110075

DIRECTOR  
Trinity Institute of Professional Studies  
(Adj) Metro Pillar No. 1160) Institutional Area  
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# TRINITY INSTITUTE OF PROFESSIONAL STUDIES

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*J. G. J.*  
**DIRECTOR**  
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*J. G. J.*  
**DIRECTOR**  
 Trinity Institute of Professional Studies  
 (Adj.) Metro Pillar No. 1160, Institutional Area  
 Sector-9, Dwarka, New Delhi-110075

*Richa*  
 6/10/24  
**Chairperson**

Dwarka Sector 9, Institutional Area, Near Dwarka Sec. 10 Metro Station, New Delhi-110075

📧 [tios@tios.edu.in](mailto:tios@tios.edu.in) 📞 011-45636921/22/23 📠 9315911714 9315911715 🌐 [www.tios.edu.in](http://www.tios.edu.in)