

IMPORTANT INSTRUCTIONS

**For the newly admitted students in Diploma courses *Food Production & Bakery*
Confectionery for the session 2020-2021.**

Dear Students,

As a new member of IHM BATHINDA, We heartily welcome you to the most Modern Hospitality Management institute of the country and congratulate all of you to be selected for Diploma course. The Institute is located on Mansa Road, behind Central University of Punjab and near Advance Cancer Institute.

DOCUMENT REQUIRED FOR ADMISSION PROCESS

Selected candidates are required to bring the Originals and Copies of following documents at the time of admission:

1. 10th or equivalent Mark sheet (Stating Date of Birth).
2. 12th standard or equivalent mark sheet and Certificate.
3. Transfer / Migration Certificate from the last school attended, if not then undertaking.
4. Original OBC/SC/ST/Physically handicapped/KM certificate.
5. Character Certificate.
6. Medical Certificate in the given format.
7. Eight recent colour Passport size and Two stamp size photograph.
(Please write your Name and council Roll No. on the reverse of the photograph)
8. Aadhar Card.
9. Undertaking form for reappear,(If applicable)
10. Any Other document (as per instruction of NCHMCT).

Students are also directed to download the format of **Anti-Ragging Undertaking - Parents, Anti-Ragging Undertaking - Student, Rules and Regulations Undertaking, Indemnity Bond** from the website and get it duly filled prior to Reporting to the Institute.

OFFICE WORKING HOURS

The Institute is open from 9.00.A.M to 1.00.PM and 2.00.PM to 5.00.PM from Monday to Friday.

RAGGING IS STRICTLY PROHIBITED

Disciplinary action will be taken against those indulging in ragging.

In case of any student facing any difficulty, he/she may contact any faculty member of Anti-Ragging Committee or the Principal or you can also e-mail to ihm@ihmbti.com for ragging incident. There is no need to take the appointment you can just approach the Principal / HOD and can lodge the ragging complaint.

Anti ragging committee, vigilance squad and student member to be announced later

MOBILE PHONE RESTRICTION

Use of Mobile Phones is strictly prohibited inside the Institute building during the classes and disciplinary actions will be taken against the defaulters.

UNIFORM AND DRESS CODE DIPLOMA IN FOOD PRODUCTION & BAKERY CONFECTIONERY

Students are required to be in prescribed uniforms for their various Practical/Theory classes as briefed by the department concerned. Students are expected to in the prescribed dress code during the college hours and wear their Identity card. In case of failure, disciplinary action would be taken against him\her.









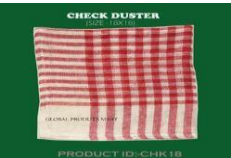
List of uniform and Practical Kit is attached below for the reference and that has to be stitched / bought within the two weeks of commencement of physical classes.

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|-------------------------------------------------------------------------|--------------|
| a) White Plain full sleeves Terry cot shirt with one pocket | (1 No.) |
| b) White Terry cot Chef Coat with black front piping with black buttons | (2 No.) |
| c) White & Black check Terry cot Chef Trouser. | (1 No.) |
| d) Black plain Terry cot Trouser. | (1 No.) |
| e) Long Front Apron White | (2 No.) |
| f) Blue Plain neck scarf for Chefs. | (1 No.) |
| g) Black Tie | (1 No. Each) |
| h) Black shoes Oxford model and Black Socks | (1 pair) |
| i) Chef Cap White | (1 No.) |

There are no designated or official suppliers for the uniforms. Students are free to choose or buy from any supplier, also available on online stores.

PRACTICAL TOOLS REQUIRED

S. No	Item	Specification	Specimen Image
1.	Kit Bag (For Carrying Tools)	1 No. (To hold the Equipments)	
2.	Full Plate	1 No. (10-11 inches, White, Melamine/Fiber)	
3.	Half Plate	1 No. (8 inches, White, Melamine/Fiber)	
4.	Quarter Plate	1 No. (6-7 inches, White, Melamine/Fiber)	
5.	Soup Bowl and Soup Spoon	1 Set Melamine/Fiber	
6.	Piping Bag with Nozzles	1 Set	
7.	Whisker	1 No.	
8.	Palette Knife	1 No.	
9.	Scraper	1 No. Plastic / Stainless Steel	

10 .	Paring Knife	1 No. 3-4 Inches Blade	
11.	Vegetable Knife	1 No. 5-6 Inches Blade	
12.	Chef's Knife	1 No. 8-9 Inches Blade	
13.	Wooden Spoon & Rubber Spatula	1 Each	
14.	Vegetable Peeler	1 No.	
15.	Gas Lighter	1 No.	
16.	Melon Baller	1 No.	
17.	Spoon and Fork	1 Each	
18.	Duster	6 No.	

DIRECTIONS TO IHM

