



**GGI PROSPECTUS**



*Time is Precious...  
Set Your Goal Now*

# **Global Group of Institutions**

**Approved by AICTE, Govt. of India**

Affiliated to Maulana Abul Kalam Azad University of Technology, W.B.  
(Formerly known as West Bengal University of Technology), Govt. of W.B.

**[www.ggihaldia.com](http://www.ggihaldia.com)**

## MISSION

To build the strongest pillar of our society by delivering affordable, relevant, skill based, remunerative technical education to our new generation & inculcate wisdom, creative thoughts, moral values within them.

## VISION

To become a benchmark for modern educational system & spreading knowledge to all the masses in every corner of the nation by keeping parity with global trends.



### Global Group of Institutions

*ggi is a glorious gem & garth to generate the genius genesis from good to great"*

ggi stands for vitality with endurance. Its power colour Orange is associated with the benign warmth of the Sun which stimulates enthusiasm and creativity. People who like orange are usually thoughtful and sincere. Curiosity is a driving characteristic of orange and with it comes exploration of new things.

### Indulge ggi in your life when you want:

- ⇒ To spice things up when you feel time is dragging
- ⇒ To become more involved in study
- ⇒ To increase creativity of yourself
- ⇒ To get relief from things becoming too serious



### Global Group of Institutions

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Affiliated to Maulana Abul Kalam Azad University of Technology  
(Formerly known as West Bengal University of Technology),  
Govt. of W.B. a unit of HALDIA GLOBAL EDUCATIONAL SOCIETY  
A W. B. Govt. registered under act XXVI of 1961  
*Non profit making welfare educational Management & IT College.*

#### Campus Address

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(Near Bhagyabantapur Pool Bus Stand),  
West Bengal, Pin-721635

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# Table of Content

The Institute	04
Desk of The Director	05
Desk of the VC	06
A Milestone of Success	08
An overview of GGI	10
About Courses	13
Course Objectives	15
Training & Placement	23
GGI'S Policy	25
Rule Book of GGI	26
Future Scope of GGI	31
Support Service of GGI	32
Activity Calendar	35
Common Entrance test	36



# The Institute



The spirit of innovation that founded the "Global Group of Institutions" in the decade of the 21st century and it will drive the institute for tomorrow..... It offers unparalleled academic & career resources and an obvious commitment to learning and personal growth. Like the eastern region of India, "Global Group of Institutions" draws its power from a paradox: it is a place for visionary pragmatists, for hands on thinkers and for people who dream to change the world and have the plan and the passion to make it happen. "Global Group of Institutions" also wants to compete at the highest level on such key factors as the expertise of its Faculty, Quality of students, Career Opportunities, Depth and Breadth of Curriculum, Strength of Corporate Relationships and Excellence of Facilities and Learning Environment.





# From the Desk of the Director



**Debasis Das**

Director

Today's world is highly competitive, more so will be tomorrow's. But equally, this world is also full of opportunities which were un-dreamt of even a decade before. But to grab the dream job, you require the knowledge, the skill sets, the ability & confidence to face the world which can come only out of a deep understanding of the needs and compulsions of the corporate world. A good education centre is one where you can get all these opportunities. In the "Global Group of Institutions" for higher education we take pride in not only equipping you with state-of-the art knowledge and skills but also in transforming your talent, attributes into qualities of a world class manager. Be a member of the "Global Group of Institutions" family and make your presence felt in tomorrow's world.

# From the Desk of the Vice Chancellor



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL**  
(FORMERLY KNOWN AS WEST BENGAL UNIVERSITY OF TECHNOLOGY)

**Main Campus : Haringhata, Nadia, Pin-741 249**  
Kolkata Campus : BF-142, Sector-I, Saltlake City, Kolkata-700 064, (India)  
Website : [www.wbut.ac.in](http://www.wbut.ac.in)

**Prof. Saikat Maitra**  
Vice Chancellor

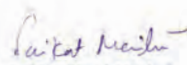
Dated : 12/12/2022

## MESSAGE

I am glad to know that Global Group of Institutions has completed its journey of 25 years. The institution started its journey in 1998 with a dream to provide state-of-the-art and technical skills in BBA, BCA and B.Sc. courses. The Institution has so far done exceedingly well in imparting education following the modern teaching-learning process. I am also pleased that the institution is publishing an exclusive souvenir to capture and give a kaleidoscopic view of its encouraging academic activities.

The Institution has grown in different aspects, in terms of its contribution to education, producing successful students placed in renowned and big organizations. I believe it will continue to provide quality education and scale new heights in disseminating knowledge to the young generation.

On this memorable occasion, I extend my warm wishes to the Institution's authorities, faculties, students and staff. The souvenir will surely be the reflection of its glorious journey of 25 years. I expect the Institution to reach the zenith of success and fame in the near future.

  
**Prof. Saikat Maitra**  
Vice Chancellor

Phone : (033) 2321-7578 / 2321 1327, Ext. 101, Fax : (033) 2334 1030, E-mail : [vc@wbut.ac.in](mailto:vc@wbut.ac.in)





## SILVER JUBILEE

### – A MILESTONE OF SUCCESS (1998 – 2023)



Our eminent educational institution, Global Group of Institutions, started its journey in 1998 and we have travelled through an unending path to achieve the milestone of 25 years in 2023. In the course of our journey, we have seen the flight of many nestlings to the zenith of success. Silver Jubilee is a precious moment to recall the success stories of GGI and taking vows to achieve many more milestones ceaselessly.







## AN OVERVIEW OF GGI

### Affiliated & Approved:

The Global Group of Institutions is approved by AICTE and affiliated to the Maulana Abul Kalam Azad University of Technology (MAKAUT) formerly known as West Bengal University of Technology, Govt. of W.B. (WBUT).

### Syllabus:

The Syllabus is as per the MAKAUT and fully based on the Industry requirements for empowering the students with newer technology and skills, exposure to practical world.

### Study Hours:

Study hour is 10:00 am - 4:00 pm every day from Monday to Friday except holiday. Daily interaction with the faculties enhance the motivation, understanding and knowledge of the subject.

### Class Rooms:

The institute is fully equipped with A.C. classrooms, modern Teaching aids like Overhead Projector, LCD Projector, White Board are extensively used for the delivery of education.

### Faculty:

Faculties are highly qualified as per the MAKAUT norms, updated with latest technology and teaching abilities.

### Laboratories:

Laboratories are fully equipped with A.C., computers & internet connectivity, training kitchens, training restaurants, training room of housekeeping and front office etc.

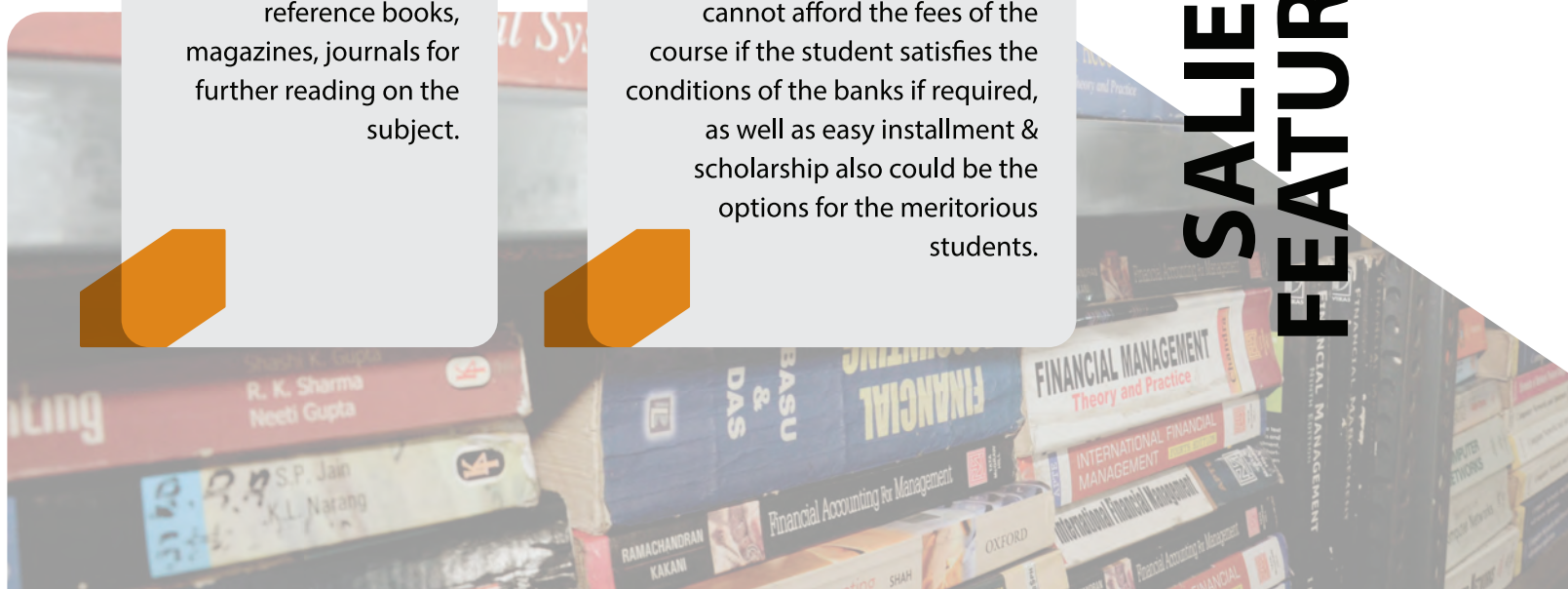
### Library:

The Institute has well stocked library having reference books, magazines, journals for further reading on the subject.

### Financial Aid:

Institute provides bank loan assistance to the students who cannot afford the fees of the course if the student satisfies the conditions of the banks if required, as well as easy installment & scholarship also could be the options for the meritorious students.

**SALIENT  
FEATURES**





**Seminar Hall:**

By using the audio visual facilities, students are asked to prepare material in advance of each monthly seminar.

**Language Lab:**

It is equipped with computers, projectors, tape recorders, ear pieces etc. where students can practice listening to and speaking foreign languages.

**Projects & Presentation:**

Institute conducts various External & Internal seminars in each & every stream, as per the University norms & also for the students' betterment, projects & presentations are also arranged by the institute.

**Study Tour:**

Every year institute conducts an educational tour for providing knowledge of the outer world.

**Annual Fest:**

For encouraging the students' extra-curricular activities, every year the institute organizes an Annual Fest which includes students' participation in sports & cultural events to spread the fragrance of students' positivity.

**Identity Card:**

An Identity card is issued to each student and it is carried by them while they come at the institution and produce it when required.

**Hostel Facility:**

Institute provides hostel facility which is for both boys & girls & very close to the college campus in a very affordable cost.

**Cafeteria:**

Institute has it's own cafeteria in the college campus itself where students can have their lunch & dinner in a very minimum cost.





## AN OVERVIEW OF GGI

### Communication & Soft skill:

Irrespective of the course chosen, the student gets the subject of Communicative English which includes Presentation Skills, Grooming, Personality Development, & Soft Skill Training. College also conducts special classes on Interview Preparation & Group Discussion.

#### Placement Cell:

Institute has their own Placement Cell "GLOBAL CONNECTION" which is established for the students' Training & Placement assistance.

### PLACEMENT CELL

#### GLOBAL CONNECTION

GLOBAL CONNECTION is the newly introduced placement cell associated with Global Group of Institutions. It makes commitment to all the desired students of Management & Information Technology to provide 100% job assistance.

#### EXPLORING THE WORLD OF SUCCESS TO ALL THE STUDENTS BY:

- 1) Directing the students in Interview preparation.
- 2) Arranging the interviews.
- 3) Assisting all the students in preparing c.v.

*Placement charge excludes registration fees.*



# ABOUT COURSES

## BBA

<b>Programme</b>	<b>Bachelor in Business Administration</b>
Degree awarded by	Maulana Abul Kalam Azad University of Technology
Approved by	AICTE, Govt of India
Duration	4 Years (Full Time)
Entry requirements	10+2 passed in any stream

## BCA

<b>Programme</b>	<b>Bachelor in Computer Application</b>
Degree awarded by	Maulana Abul Kalam Azad University of Technology
Approved by	AICTE, Govt of India
Duration	4 Years (Full Time)
Entry requirements	10+2 passed in any stream

## B. Sc. in HHA

<b>Programme</b>	<b>B. Sc. in Hospitality and Hotel Administration</b>
Degree awarded by	Maulana Abul Kalam Azad University of Technology
Duration	4 Years (Full Time)
Entry requirements	10+2 passed in any stream

## BBA in Hospital Management

<b>Programme</b>	<b>Bachelor in Business Administration in Hospital Management</b>
Degree awarded by	Maulana Abul Kalam Azad University of Technology
Approved by	AICTE, Govt of India
Duration	4 Years (Full Time)
Entry requirements	10+2 passed in any stream

## BBA in Aviation Hospitality Service & Management

<b>Programme</b>	<b>BBA in Aviation Hospitality Service &amp; Management</b>
Degree awarded by	Maulana Abul Kalam Azad University of Technology
Approved by	AICTE, Govt of India
Duration	4 Years (Full Time)
Entry requirements	10+2 passed in any stream



# AN OVERVIEW OF GGI

- ⇒ **Approved:** All India Council for Technical Education (AICTE), Govt. of India
- ⇒ **Affiliation:** - Maulana Abul Kalam Azad University of Technology formerly known as West Bengal University of Technology (WBUT), Govt. of West Bengal.
- ⇒ **Infrastructure:** 20000 sq.ft. modern A.C campus, equipped with State of the Art Technology, Well Stocked Library, Modern Computer Lab, Language Lab & so on.
- ⇒ **Faculty:** - Highly experienced & meritorious faculty members from different field of Management & Information Technology.
- ⇒ **Course Fees:** - Affordable for all background students & Loan Facility Available.
- ⇒ **Hostel Facility:** - The institute provides fully residential hostel both for Boys & Girls and are very close to institute campus.
- ⇒ **Uniform:** - Uniform (for Theory & Practical) is provided by the institution as per the norms of the Institution itself.
- ⇒ **Gym & Meditation Classes:** - For the physical fitness of the students.
- ⇒ **Training & Placement:** - To be done at reputed Five Star Hotels, M.N.Cs, Retail Outlets, Corporate Sector and Multi-Specialty Hospitals.

GGI is fully air conditioned and located in the heart of the Haldia is surrounded by natural & intellectual environment.

The under graduate management and IT programmes designed along the time- tested brand management techniques from the developed world lay the strong foundation of a global career. The Wi-Fi enabled campus, self - sufficient in all respects optimizes the learning process utilizing the right learning tools including a state-of-the art management library. The holistic approach aims at individual growth which makes work pleasure rather than pressure. Our mature learning policy comprising of Mock Boardroom Events, Personality Development Sessions, Mock Interviews, Role Plays and Management Games made for employable BBAs and not just mere degree holders. Guest lectures of industry experts & industry visits are at the core of our Management programme.

The GGI is committed to provide its students with theoretical information and practical experience that gives in place of give them strong foundation in culinary fundamentals and hands-on skills. This enables them to obtain employment in the hotel industry and to meet or exceed the expectations of employers and to stand as an obvious Global Benchmark in Hotel Management education.

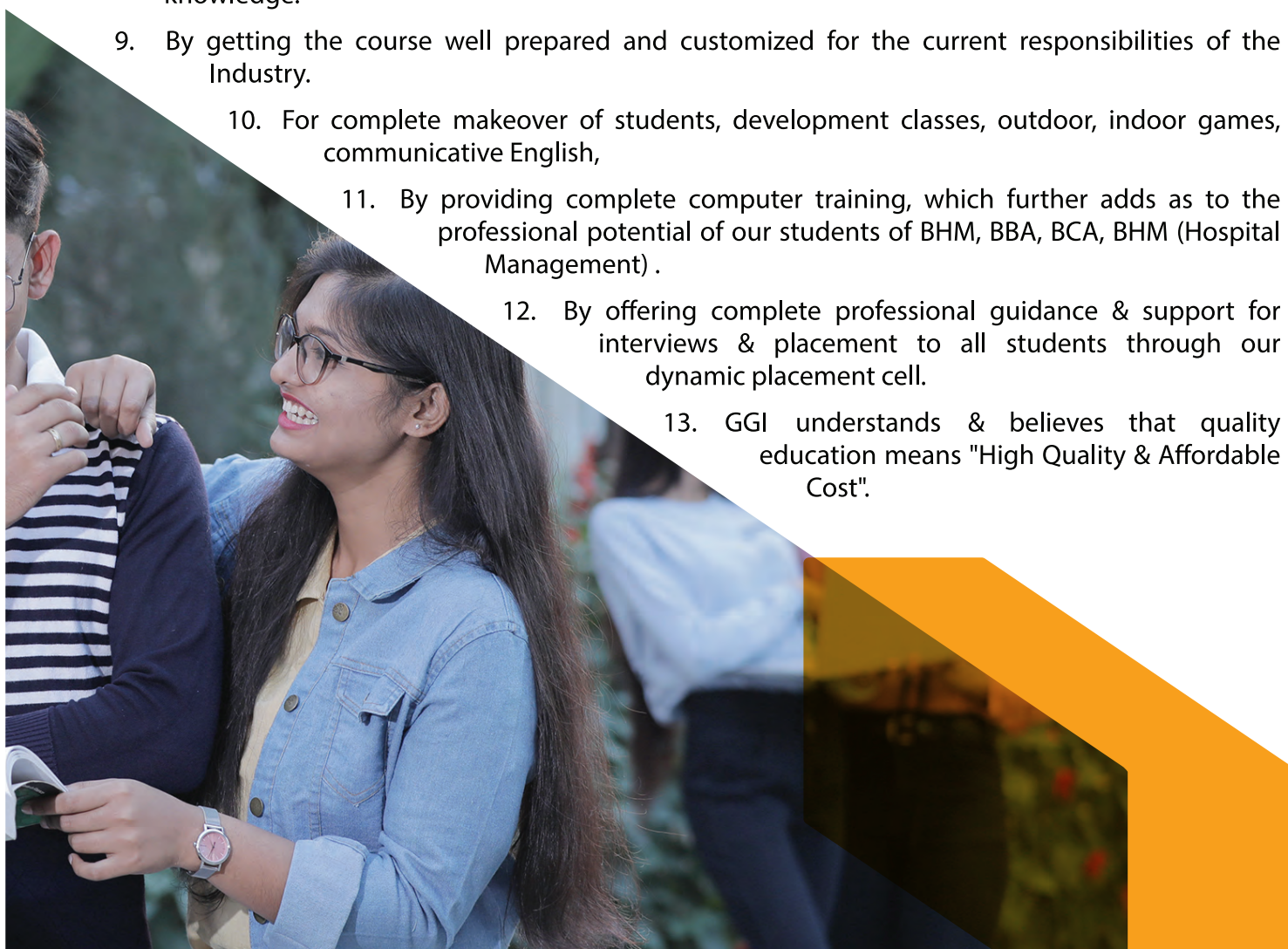
For IT Programme students need to move towards Web Development Proficiency. The institute will prove as irresistible to you. You can also be exposed to off-premises teaching. Away from college camp units at apt locations for special training programmes and intra-departmental competitions may aid you to groom in Global Environment. And finally strategic alliances with various reputed organizations ensure enviable placements to our students.



# COURSE OBJECTIVES

**These are the following course objectives in front of a Management & IT students.**

1. To provide student with total expertise & understanding of the Preparation, Costing & Service of food.
2. To provide student with deep awareness of the nature of job in the industry.
3. To provide student a thorough technical knowledge of Front Office Management & Accommodation operation.
4. To provide a working knowledge on Nutrition & food service.
5. To highlight the principle of making things with special reference to Management & IT Industry in front of the students.
6. To teach student about the principle of management emphasizing on the Planning, Coordinating, Staffing, Directing, Organizing etc. & other management functions related to Hotel Industry, Business Administration Sector as well as the IT Industry.
7. To introduce the French Language, which is very important in the Hotel Industry.
8. To provide Internal & External seminars for development & increasing the capability & capacity of knowledge.
9. By getting the course well prepared and customized for the current responsibilities of the Industry.
10. For complete makeover of students, development classes, outdoor, indoor games, communicative English,
11. By providing complete computer training, which further adds as to the professional potential of our students of BHM, BBA, BCA, BHM (Hospital Management) .
12. By offering complete professional guidance & support for interviews & placement to all students through our dynamic placement cell.
13. GGI understands & believes that quality education means "High Quality & Affordable Cost".





# Business Administration Sector - AT A GLANCE



Management has now emerged as an academic discipline and Business Administration is one of the most-practiced management studies. Jobs related to business management are exciting if you possess the necessary skills and expertise and the pay package is also very attractive. The career opportunities are wide in both private and public sectors. Some of the management fields that are incorporated in business management are :

- ⇒ Financial Management
- ⇒ Strategic Management
- ⇒ Marketing Management
- ⇒ Human Resource Management
- ⇒ Entrepreneurship and Small Business Management
- ⇒ Operations Management

These are the important subjects that come under the study of business management. It is quite obvious that the scope and opportunities in this field are huge. But before you think about picking up a career in this field, it is highly important to attain some basic and fundamental skills, to build a strong foundation for a successful career.

## Career Opportunities:

With growing opportunities many graduates are pursuing higher studies in business management. But, what is important is that, how successful you grow in a particular career and for how long you are able to stand successful in the business market. Now let's take a look at the career opportunities in business administration.

For achieving the desired career of your choice, it is very important to do internship in good organizations during your Management course. To be successful you need to be a good manager and before that, an efficient worker.

- ⇒ Business Manager
- ⇒ Business Analyst
- ⇒ Market Research Analyst
- ⇒ Purchasing Manager
- ⇒ Regional Sales Manager
- ⇒ Human Resources (HR) Manager
- ⇒ Business Development Manager
- ⇒ Account Executive
- ⇒ Quality Control Auditor
- ⇒ Information Systems Manager



# IT Industry - AT A GLANCE

Twenty first century has recorded an upscale hiring across the industries of India. This momentum is going to continue in the coming year as well and Software, Hardware & IT sector will not be left untouched with this upsurge in demand of Talent, claims India's Job Prediction by People Strong published as a part of India Skills Report. In 2020-21, post pandemic situation compared to many other industries, the IT is expected to have an enormous market boom, and the reason behind this is the massive demand for online platform and digitalisation. IT sector is poised to play a vital role in the growth of country's GDP.

In a study that captures the hiring trends on the basis of data shared by top employers in the industry, the report predicts that there will be an increase of almost 26 % in the hiring numbers compared to last year. In terms of what kind of candidates will be hired (as per the academic qualifications) by the Software and IT sector engineers topping the chart with 48.58 % share in the total hiring mix, while the preference for

hiring candidates with management background is rapidly Increasing (compared to last year) with approximately at 23.43% . followed by, candidates from General graduates (degree) 22.52%. the preference for hiring candidates with diploma is Steadily decreasing (compared to last year) with approximately 3.23% and there is a tiny increase in interest to hire candidates with vocational training with such candidates finding 2.24% share in the hiring pie.



# Hospital Management -AT A GLANCE



## Overview –

Healthcare has become one of India's largest sectors – both in terms of revenue and employment. The overall Indian healthcare market today is worth US\$ 100 billion and is expected to grow to US\$ 280 billion by 2020, a compound annual growth rate (CAGR) of 22.9 per cent. Hospital Management course covers the major areas of operations, public health, community relations, human resource management, public relations, capital finance

and collective bargaining. This course includes an in-depth knowledge of several operations to examine how the hospital functions. This course teaches modern hospital managerial finance theories as applied to health services.

Hospital Management course serves two important purposes. One, it enables ready employability in Hospitals and Health services and two, it provides a stepping stone for Masters program in Hospital Administration or Management. Candidates in this course learn about organizational behaviour, and dynamics of hospitality as it applies to the performance of people at various levels of an organization.

## Career Opportunities–

Hospital Management field is one of the responsible and challenging and moreover demanding job careers. Career opportunities are increasing faster in this hospital management field. Opportunities are ample and one could work in corporate, private, publicly funded or government hospitals, Trust based healthcare organisations, hospital consultancy firms, or even in IT industry involved in developing software for the hospitals/healthcare units. In administrative profile the various designations could be: Nursing Officer, Health Administrator, PR Officer, Health Care Provider, Operating Officer, Healthcare Management Executive, Hospital Executives, Hospital Planning Adviser, Hospital Quality Consultant, Patient Care Officer etc.

## HOSPITAL MANAGEMENT ASPIRANTS





# Scope, growth & future of Hospitality & Tourism sector

The Hospitality industry is one of the most dynamic industries and continues to grow year after year. The World Travel Organization predicts that it will triple in size by the year 2020, becoming one of the largest industries in the world. This growth will provide many employment opportunities for people with the right qualifications.

Hospitality is all about offering warmth to someone who looks for help at a strange or unfriendly place. It refers to the process of receiving and entertaining a guest with goodwill. Hospitality in the commercial context refers to the activity of hotels, restaurants, catering, inns, resorts or clubs who make a vocation of treating tourists. It has yet to go miles for recognition as a world leader of hospitality.



- ⇒ Its vision is to enhance employment potential within the tourism sector as well as to foster economic integration through developing linkages with other sectors; policy objectives include positioning the tourism sector as a major engine of economic growth, positioning India as a global brand, acknowledging the critical role of private sector and creating integrated tourism circuits.
- ⇒ The launch of several branding and marketing initiatives by the Government of India such as Incredible India! and Athiti Devo Bhava provides a focused impetus to growth.
- ⇒ Recently, the Indian government has also released a fresh category of visa – the

medical visa or M visa, to encourage medical tourism in India.

- ⇒ The number of Foreign Tourist Arrivals (FTAs) in India during 2018 increased to 10.56 million as compared to 10.04 million in 2017. The growth rate in FTAs during 2018 over 2017 was 5.2% as compared to 14.0% during 2017 over 2016.
- ⇒ Tourism continues to play an important role as a Foreign exchange earner for the country. In 2018, Foreign exchange earnings (FEE) from tourism were US\$ 28.59 billion as compared to US\$ 27.31 billion in 2017, registering a growth of 4.7%.
- ⇒ SCOPE, GROWTH & FUTURE OF HOSPITALITY & TOURISM SECTOR

+ Tourism contributes 9.2% of India's GDP

+ US\$ 28.59 billion foreign exchange earned in 2019

+ 10.56 Million Foreign tourists arrived in 2019.

+ In FY20, 39 million jobs were created in the tourism sector in India; this accounted for 8.0% of the total employment in the country.

Direct contribution of tourism and hospitality to GDP

Total contribution by travel and tourism sector to India's GDP is expected to increase from Rs. 15.24 lakh crore (US\$ 234.03 billion) in 2017 to Rs. 32.05 lakh crore (US\$ 492.21 billion) in 2018. Total earning from the sector in India is targeted to reach US\$ 50 billion by 2022.



# Aviation Management - AT A GLANCE



## Overview –

Inspired by the virtuous cause of education and philanthropic zeal, GGI joined hands to further their dreams of serving the society, to meet the challenges of a global society, particularly within the rapidly evolving aviation sector, while retaining their traditional values. GGI is committed to continue to be at the forefront of providing the best tertiary education to our students and acting as a catalyst in shaping a bright sustainable future of our students, specifically within aviation management. Foster all-round development of students through

multi-faceted education and sustained engagement with local, national and global communities, including aviation industry partners, and nurture lifelong inspired learners from across the globe. GGI creates an ambience in which new ideas and scholarships flourish, including aviation research and innovation, and from the leaders and innovators of tomorrow emerge. The college is proud of its well-equipped classrooms, aviation simulation labs, technological resources and integrated curriculum, tailored to aviation management standards.

## Core Values -

The core values adopted by GGI are committed to excellence in all spheres of its activities, and walk towards a continuous advancement, particularly in aviation management education. GGI ensures enduring principles like Integrity, Excellence, Transparency and Empathy, critical for aviation professionals. Our institute is adhered to the highest standards of ethics in all its activity, by enabling the students to cope with the latest developments in contemporary, national and global dynamics, specifically in aviation regulations and technological advancements. To build the strongest pillar of our society by delivering affordable, relevant, skill based, remunerative technical education to our new generation inculcating wisdom, creative thoughts, and moral values within them, preparing them for leadership roles in the aviation industry.



# Course Overview

Bachelor of Business Administration (BBA) in Aviation is an undergraduate degree program that offers comprehensive knowledge and skills related to the aviation industry. This course is designed to equip students with the necessary business management skills along with an understanding of aviation operations, airline management, airport management, air traffic control, and related fields.

## Objective -

- To develop the skills required for the application of business concepts and techniques learned in the classroom to implement at the workplace.
- 2. To provide competent and technical skills personnel to the industry in the area of Aviation along with Marketing, Finance, competent and technically skilled personnel, Retailing and Logistics and Supply Chain Management.
- 3. To enhance the employability skills of the management students.
- 4. To enhance the capability of the students to improve their decision-making skills.
- 5. To ensure holistic development of students.
- 6. To foster an understanding of the global aviation landscape and its evolving trends.
- 7. To cultivate leadership and entrepreneurial skills relevant to the aviation sector.

## Benefits of Pursuing BBA Aviation Course

There are many benefits

BBA Aviation provides a solid managerial background through education in the airline business.

BBA Aviation is reputed for producing graduates with a diverse portfolio, especially in the fields of aviation and airline business.

BBA aviation has good scope and job offers in the aviation industry.

BBA Aviation provides opportunities for global exposure and networking within the international aviation community.

BBA Aviation develops strong communication and interpersonal skills, essential for success in the service-oriented aviation industry.



# Eligibility For Admission

The candidate should have completed 10+2 with Minimum 50 % or its equivalent from a recognized educational board. BBA in Aviation Age Limit is 18 years to 23 years

## Industry Insight & Career Opportunities

According to the industry report, Indian airlines are operating around 800 planes and have an order book of over 1,200 aircraft. The government is rapidly expanding airport infrastructure, targeting 220 operational airports by 2025. India is the 3rd largest Domestic Aviation market and it is touted to be the largest Domestic Aviation market in the next decade and a half. Under Government's UDAN scheme, a massive expansion in the sector is expected to create 2.5 to 5 lakh employment opportunities to fill the gap in Tier 2 and Tier 3 cities. This overall expansion signifies a significant boost in diverse aviation-related employment.

## Career Prospect in Aviation Industry Includes

After completing a BBA Aviation program, graduates can explore various job opportunities in the aviation industry. Some of the potential job roles include:

- ⇒ Airport Manager
- ⇒ Airport Operations Manager.
- ⇒ Flight Schedule Coordinator
- ⇒ Airline Ticketing and Cargo Handling
- ⇒ Retail Store Manager (Duty free)
- ⇒ Airport Customer Relationship Manager
- ⇒ Credit Control Manager
- ⇒ Airline Finance Controller
- ⇒ Travel Insurance Manager
- ⇒ Air Traffic Control
- ⇒ Airline Logistics Manager
- ⇒ International Travel Planner
- ⇒ Airport Marketing Manager
- ⇒ Aircraft Maintenance Manager
- ⇒ Cabin Crew Services
- ⇒ Management Consultants
- ⇒ Human Resource Manager and others



## Our Future Training and Recruiter

AIR INDIA	AIR INDIA EXPRESS	AKASA AIR
INDIGO	SPICEJET	EMIRATES
QATAR AIRWAYS	SINGAPORE AIRLINES	
MALAYSIA AIRLINES	ASIANA AIRLINES	
ALLIANCE AIR	ETIHAD AIRWAYS	INDOTHAI
BRITISH AIRWAYS	AIR KERALA	SHANKH AIR
ALHIND AIRLINES	FLY91	INDIAONE AIR
FLYBIG	JETTWINGS AIRWAYS	ZOOM AIR
STAR AIR	AFCOM HOLDINGS	
BLUE DART AVIATION	PRADHAAN AIR EXPRESS	
QUIKJET AIRLINES		



# Training & Placement

Global Group of Institutions has been committed to 100% placement assistance in its future journey. All the desired students of Hospitality Management, Business Administration & Information Technology will be placed in all the renowned corporate sectors of India & Abroad.

In the near future the desired students may get the opportunity to be placed in the following Corporate Houses. Put a glance over that.



- ◆ TAJ CORAL REEF RESORT & SPA, MALDIVES
- ◆ HYATT REGENCY, LUDHIANA
- ◆ TRIDENT HOTEL, UDAIPUR
- ◆ DOUBLE TREE BY HILTON, PUNE
- ◆ NOVOTEL IMAGICA, KHOPOLI
- ◆ JW MARRIOTT HOTEL, BENGALURU
- ◆ SAVOY, OOTY-IHCL SELE QCTIONS(TAJ GROUP)
- ◆ INTER CONTINENTAL, CHENNAI MAHABALIPURAM RESORT
- ◆ HYAAT REGENCY, PUNE
- ◆ HOLIDAY INN, BENGALURU RACECOURSE
- ◆ LEMON TREE PREMIER, THE ATRIUM, AHMEDABAD
- ◆ THE WESTIN PUSKHAR RESORT & SPA, PUSKHAR
- ◆ TAJ BEKAL RESORT & SPA, KERALA
- ◆ LE MERIDIAN, NAGPUR
- ◆ COURTYARD BY MARRIOTT, PUNE CHAKAN
- ◆ THE GATEWAY HOTEL PASUMALAI, MADURAI
- ◆ THE LALIT ASHOK, BENGALURU
- ◆ THE PARK, HYDERABAD
- ◆ HILTON, CHENNAI
- ◆ TAJ, TIRUPATI
- ◆ SHERATON GRAND, CHENNAI RESORT & SPA
- ◆ THE GATEWAY HOTEL, MANGALORE
- ◆ THE ZURI WHITEFIELD, BENGALURU
- ◆ RADISSON BLU, CHENNAI
- ◆ ITC GARDENIA, BENGALURU
- ◆ SWISS BELHOTEL, DOHA
- ◆ LE MERIDIAN, KOCHI
- ◆ THE FERM, AHMEDABAD
- ◆ CROWNE PLAZA, PUNE CITY CENTRE
- ◆ JW MARRIOT, PUNE
- ◆ CLARKS EXOTICA, BENGALURU
- ◆ GRAND MERCURE, MYSORE



# Great Career Ahead

## CORPORATE ASPIRANTS

In the coming future the desired students may get the opportunity in the following corporate houses:





# GGI'S POLICY

## **ANTI RAGGING POLICY:**

As per GGI Regulation on curbing the menace of Ragging, it is likely to be constituted an Anti-Ragging Committee, consisting of the members of Institutional higher authority along with students' guardian for each & every semester of the different stream with effect from July, 2013.

### ***This policy covers the following:-***

- o Prevents disruption or disturbance of the regular academic activity of any other student or a fresher.
- o Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- o On financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- o And especially on physical abuse, causing bodily harm or any other danger to health or person.

## **POLICY AGAINST SEXUAL HARASSMENT:**

It is also to be proposed that GGI's authority will take some drastic steps to prohibit, prevent, &

eliminate the scourge of Sexual Harassment including all variants-sexual abuse, homosexual assaults, stripping, forcing obscene & lewd acts, gestures, teasing, treating or handling with rudeness or indulging in rowdy or indiscipline activities etc.

## **GRIEVANCE REDRESSAL POLICY:**

This policy of GGI looks into complaints from each & every members of this institution (including the teacher & students). All the complaints will be handled separately. The complaints can be sent through email or written. Moreover, the complainants are requested to submit complete details of the complaint, without this the respective authority will not be in that position to take the convenient step.



# RULE BOOK of GGI

## *General Rules and Regulations*

Global Group of Institutions is managed by eminent educationalist, Expert & Popular Hoteliers, IT & Management Personnel. The following norms are to be followed strictly by each & every students.

1. Students should be regular and punctual in classes, practical, and in timely submission of assignment and projects. If his/her progress, conduct, or attendance is not satisfactory, he/she will not be allowed to appear for the respective examinations/placements.
2. No student should use unfair means in written exams and/or orals organized by the institute.
3. Full attendance for theory and seminars is mandatory, failing to which, students will be debarred from the subsequent semesters.
4. Students should be properly dressed in the Institute campus & must put on the required uniforms while attending their respective classes & practical.
5. Smoking, Tobacco Chewing, Consumption of alcohol and use of narcotics are strictly prohibited in the premises of Institute. Students found in the case will be dismissed from the Institute and will be handed to the enforcement authorities.
6. Mobile phones should be switched off during Lectures, and on 'Silent mode' in the Institute premises.
7. Damage to the property of the Institute like tampering with fixtures and others will be viewed seriously and cost of damage will be recovered from the concerned students.
8. Ragging in any form within or outside the Institute is totally banned. Any student found undertaking these practices will be expelled from the Institute and handed to the enforcement authorities.
9. Students should carry the identity card with them in the college campus and should produce it on demand by the authorities.
10. The authorized media of communication between the students and college is the Notice Board; the students are expected to read the notice board regularly. The college will not be responsible for any loss of the students due to their negligence.
11. The vehicles should be parked in the specified 'Parking Area'. The Institute will not be responsible for their security.
12. Proper use of computer lab is mandatory.
13. Students are bound by the rules and regulations framed by the Institute from time to time. Any violation of the rules or an act of indiscipline on the part of the student shall result in disciplinary action leading to dismissal from the Institute.
14. Dress code is compulsory for the industrial visits and other functions.
15. An application in writing should be submitted to the Official Authority, if a leave is required.
16. Students are not allowed to go outside the class during Lecture sessions. Permission of the lecturer should be taken in unavoidable conditions.
17. Students are encouraged to voice their opinion and engage each other in healthy debate. But they must be polite to other students and teachers in the class.
18. Students should arrive in the class 5 minutes before the lectures. Students who are late will not be allowed to enter the class.
19. If the lecture is unattended by the faculty for any reason, the Respective Authority should communicate with the Class Coordinator; under any circumstances students are not allowed to leave the class.
20. Copying of presentations, assignments, projects will be viewed seriously. Strict action will be taken against students who are found guilty.
21. Guardians are expected to pay all fees/dues as per schedule. Fees once paid will not be refunded under any circumstances.
22. The Administrative body of this Institute reserves the right to change, modify, alter the syllabus, prospectus, rules, guidelines, fees structure and other criteria of the institute whenever necessary according to the situation and will not be answerable to anyone for such change.



### Library Rules

1. Complete silence should be maintained in the Library.
2. The students who lose the Library card must pay a fine of Rs. 50/- and get the card reissued from the Librarian.
3. The Library card is not transferable. And shall be used by the student whom it belongs to.
4. Two books for six days at a time shall be issued to a student on a Library card.
5. If the students fail to return the books in six days a fine of Rs. 5/- will be charged per day thereafter.
6. Journals and periodicals will not be issued outside the Library.
7. The Librarian reserves the right of preventing any student to enter the Library and reissue or recall any books issued.
8. Decision of the librarian will be final and binding.



### Training Rules

1. The students have to attend the Industrial Training & Project in various reputed hotels, Corporate Industry & IT sectors, arranged by the institute. In this regard, they have to pay the separate charges by their own.
2. The student is required to attend the whole training programme or other training activities. During the period of training, the students must be involved in work i.e. relevant to the practical training requirement.
3. In case of cancellation of training, the students will be treated with the cancellation penalty, as not to arrange separate training thereafter.
4. If a student cannot attend the training programme, he/she should send a letter stating the reason addressed to the respective authority.
5. Each student has to acquire a successful certificate of his/her Industrial Training or Project from the concerned organization. The institute will not be responsible, if the student leaves the training in between.
6. The Institute will provide the basic assistance in Internship.
7. Any kind of misconducts done by the students during the project training will lead to disqualification of the students from final placements programme.
8. The students have to submit the Project report on the date specified by the Institute.

### Placement Rules

1. Only students having consistent record of 75% and above in attendance will be eligible for campus placement assistance.
2. Students having more than 2 backlogs will not be eligible for the placement.
3. Attendance for the Pre-Placement Talk is compulsory for the students.
4. The decision to apply will be made by the students.
5. Students selected from the campus are bound to accept the first offer made by the company, failing to which the student will be debarred from further placement.
6. After accepting an offer, the student must ensure that he/she joins the company on the date required, failing to which the institute will not give the student any recommendation letter and such student will be blacklisted from the placement cell.
7. After placement the students will have to maintain proper behavior and ethics, failing to which they won't be allowed to participate in the campus recurrent program.
8. It is the responsibility of the students to keep themselves informed about all placement activities going on in the Institute.

## Admission Criteria:

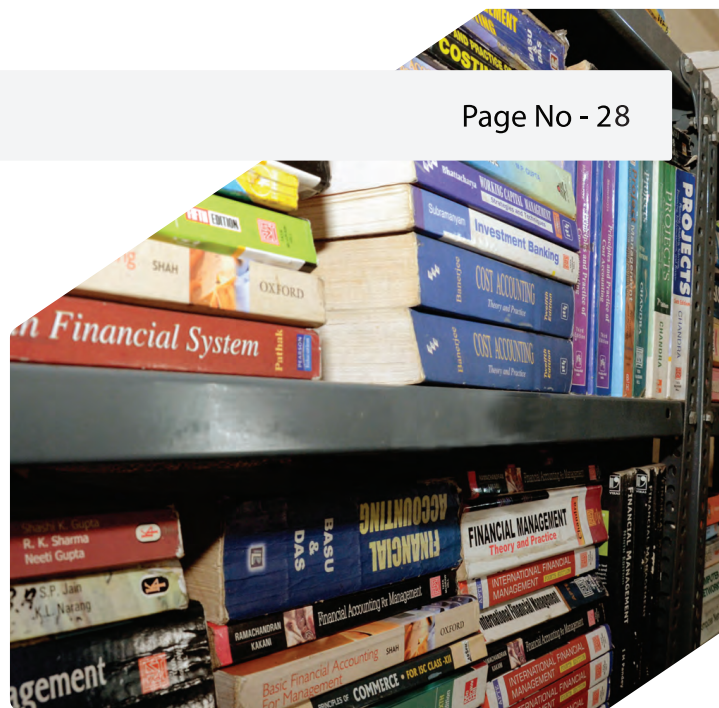
1. **Academic Qualifications:** Applicants must have passed the Higher Secondary Examination (10+2) or an equivalent examination and English as a compulsory subject.
2. **Age** Applicants must not be more than twenty four years on or before joining the course.

## Selection Process:

- ⇒ The eligible candidate has to apply to the campus with the application form duly filled up along with the supporting documents (photo copies of Class -X & XII mark sheets, certificates, Class-X admit Card and 10 copies of passport size photographs).
- ⇒ The applicant should qualify class-XII board exam and the Written Entrance Examination followed by Personal Interview.
- ⇒ Students appearing for class X board exam can also apply in such cases admission will be provisional till he/she clears the board exam.
- ⇒ Your admission to ggi will be confirmed only after you have cleared the Maulana Abul Kalam Azad University of Technology formerly known as West Bengal University of Technology (WBUT) eligibility criteria.

### Note:

Failure to submit any of the above mentioned documents within the stipulated date will lead to instant rejection of the application. The student will be required, at a later stage, to produce original copies of mark sheets & certificates for verification. A candidate found to have submitted false information will be immediately rejected. If already admitted, he/ she will be expelled & will be liable to face penal proceeding; and his/her fees already paid will be forfeited.



## Learning Equipments:

Apart from teaching aid ggi also tries to provide a learning environment in which innovation, invention & originality have a free play. The state-of-the-art infrastructure of ggi provides the classroom teachings partnered with adequate practical training labs to make the students industry ready.

## Front Office Lab:

Though front office is an important department, yet warm, friendly and proper staff of the department makes a guest feel home upon his arrival. It also shares a largest revenue to the organization. So our front office lab is fully equipped with proper equipment's and desks for hands on training of the students. Accommodation management system is also installed to teach the students with the changing pattern of property management system.



## Food & Beverage Production Lab:

Eating with your eyes, nose, mouth & stomach and a chef has to not only make the food edible but he has to take care of presentation and gastronomic value of every individual dish. Our high-tech culinary hub deals with the knowledge of the multitude of ingredients used to prepare mouthwatering, yummy, oozing, nutritious and hygiene foods from different cuisines from all over the world. Students who aspire to develop as chefs to hone their skills in our advanced kitchen, basic kitchen and house kitchen lab.

## Food & Beverage Service Lab:

We provide practical experience through our separate advanced restaurant, stylish bar & modern banquet hall, for enhancing students' skills in effective food & beverage service. Emphasis is placed on practical from the various aspects including greeting / service of guests, dining room & banquet hall set up, menu sales & merchandising, service styles, reservation etc. Upon completion we assure that the students should be able to demonstrate practical application of human relations & skills required in the service of Food & Beverage.

## Accommodation Operation Lab:

The institutes' state-of-the-art Housekeeping Laboratory creates the provision of a clean, comfortable, safe and aesthetically appealing environment for guests and cater to the laundering requirements of hotel linen, staff uniforms & guest clothing and to coordinate renovation and refurbishing of the hospitality industry.





## Language & personality Development Lab:

The Lab is well equipped with Sound Adapter, Computer, Software, Audio & Video Adapter, Separate headphones with microphones, Webcam, Some Demo Audio Records & Modem Communication Gadgets. This unique learning facility helps students to boost their communication competencies through facilitate English and foreign languages learning, presentation techniques, effective listening skills, recording, voice chat, text to speech, online examination etc. Conducting group discussions, role play, leadership training and mock interviews also improve body language of the students.

## Computer Lab:

Our spacious and fully air conditioned computer labs are well equipped with latest technology systems and other high-tech devices like printers, scanner, fax machine, which are shared through LAN with 24 hours internet facilities. These are built up according to industry standards and are ready to make students to become professional.





## Seminar Hall:

It is to be stated that various Industry experts, international delegates and our internal faculties will often come to share their thoughts with students. Seminars and presentations on corporate and social issues will be frequently organised at the spacious air-conditioned Seminar Hall of GGI.

## Student-Faculty Interaction Centre (SFIC):

A fully dedicated class room to facilitate student -faculty interaction to enable proper dissemination of knowledge. This spacious center is well equipped with state-of-the art learning tools like LCD Projector, LAN Connections, Green Boards etc. Its illustrious core factors are designed with guest & visiting faculties from academic & industry.

## Future Scope of GGI

### Students' Say

We welcome all complaints and suggestions from the students, they can drop letters specifically in a box kept locked in lobby, and this box is opened by the respective authority of the college personally & confidentially. All genuine complaints are addressed on priority & positive suggestions are implemented then & there.

### Students' Forum

It is a place or situation, where a group of students will exchange their ideas and they can also discuss issues, especially important public issues.

### Entrepreneurship Cell

It will consider as guidance of all those activities associated with being an entrepreneur, who sets up business & business deals.

### Mind Room

The name 'Mind Room' is not without reason. Our concept of a classroom breaks away from the traditional concept and tries to bring about the following:

- ⇒ Positive change in people, organizations and societies.
- ⇒ Awareness of current and evolving knowledge also including alternative ways that can assist in facilitating positive change.
- ⇒ Leadership which requires a willingness to take risks, a readiness to take stands, and a

responsibility to action vital issues.

- ⇒ Fostering an integrative quality, interdependence, and connectedness among people, organizations and societies.

### GGI as Disable Friendly

To make ggi environment disable friendly i.e., all institute buildings, library and administrative blocks will be connected through ramps.

Standing on the threshold of 21st century where proficiency and speed are chief criteria of success, one can hardly undermine the monumental responsibilities which a manager has to undertake in making decisions & translating them into actions within a remarkable short period of time. Even in the world where computers are increasingly gaining feet, one cannot deny the need for able managers who are the decision makers of the business. In a developing economy like India, there is an acute shortage of managerial talent. The only way to produce good and competent managers, we have to develop the available managerial talent by proper training and education. It makes the concrete foundation of self-confidence within which the structure of personal achievement can be built with certainty and surety. The prizes are great but they go only to those who, with discerning foresight, acquired the professional skill which deserves and ensures success.

# Support Service of GGI

## Accommodation:

With a spirit of camaraderie and joyousness, GGI has separate hostels for girls and boys to find the atmosphere conducive to learning and creativity, allowing them to strive for all-round development. The rooms are spacious and well ventilated. All necessary amenities and facilities are available. Hygienic and nutritious food is provided to the students.

## Cafeteria & Catering:

Catering services are fully managed by the institutional authority. Dinner, lunch or any other refreshment like, snacks, water bottles, tea, coffee, soft drink, etc., would be allowed inside the cafeteria, but smoking is strictly prohibited inside the hall.

## Transport facilities:

Scheduled transport service will be provided for trips between the hostels and the campus, if required. Separate charges are to be applicable.

## Assessments:

Internal assessments will be done periodically with the help of written test/ exams, practical test, attendance, case studies, group discussions, dissertations & assignments. All the degrees are awarded by the university itself after final clearance of exams.

## English Language Classes:

Challenges of this competitive world can be met only with good command over this foreign language. English is a language of present & future. We realize it as biggest tool for today's confident professionals. Thus spoken English, business English & communication skill classes will be organized daily & throughout the year. The best faculties with proven track records will be engaged without compromise.

## Educational Tours:

In order to provide an exposure to the real outside world various educational tours will be organized with proper guidance of coordinators & faculties. Observing a functioning system gives an in-depth understanding of the industry.

## Case Studies:

Here the students will study a practical case from the industry, analyze the facts of the case & then he/she is supposed to derive a conclusion & recommend a solution. These interesting case studies enable the student to put into use all the concepts, wisdom & common sense learnt in the classrooms. Thus, this fun-filled exercise supplements theoretical knowledge imparted through the course work.

## Co-Curricular Activities:

Such activities as debates, extempore and presentations would also be organized to master the students of the art of public speaking. Students will also be encouraged towards different activities, such as:

- ⇒ Youth festivals      ⇒ Annual Fest      ⇒ Chef Competitions
- ⇒ Food Festivals      ⇒ Intra and Inter College Competition



## Cultural Activities:

Cultural activities among the student community on the campus will be promoted through various cultural events namely: Drama, Fashion Show, Mime Show, Fine Arts, Literary, Music, Dance etc. by Students' Sports & Cultural Committee. Each function will be governed under the supervision of the elected students' conveners and the members of their executive committee, who are selected every year by the students.

## Games & Sports:

A student, at the ggi would be aware of the importance of physical activities and organized Sports and Games programmes which should be combined with his/her academic pursuits. ggi provides the basic facilities for such activities in terms of playing Badminton, Basketball, Cricket, Chess, Volleyball, Football, Tennis, Table Tennis & Yoga. Annual competitions in such games may be conducted by the Students' Sports & Cultural Committee in each year.



## SUPPORT SERVICES OF GGI

### Gymnasium:

The availability of the facilities of multi-gym for the students(both boys and girls) on the campus, operate by trained personnel is included in our future provision.

### Hands on Training:

Hands on practical training to all the students as per requirements of the course will be conducted by ggi. Student batches will be practically worked in a business organization as trainees to gather finer details of jobs & responsibilities.

### C.V. Writing:

This trait will be recognized @ ggi as a noticeable trait or art. Every student will undergo a comprehensive program of persisting himself in writing a C.V.

### Interview skills:

This dedicated program is targeting to handle the toughest & most embarrassing situations during the interviews. Grooming for interviews, non-verbal communications, and better expressions will be embedded in each student so that he/she can project his/her full talent to interviews. After this one-week program students feel far more confident.

## Placement Support:

Travel Desk Support service for placement in abroad will be governed by the autonomous body of Global Connection.

## Parent-College Interactions:

The Management wants to keep all the parents aware of student's performance in tests/exams, attendance etc. by sending reports directly to them through post. And parent teacher meet will be organized every year. In this respect parents are expected to keep in touch with us.



## Personality Development:

This significant aspects are dealt with top most priority. Personality development program will be organized through several renowned faculties to fine tune body language, communication skills, grooming, manners and etiquettes resulting in bringing out socially acceptable cultured & matured person with every student.

## Placement Cell: Global Connection

The Placement cell will separately register the students during last few weeks of their course. It intends to provide information about employment, trends & job search techniques, current vacancies, interview dates, drafting job applications and preparing batches of suitable candidates for an interview. All possible handholding is done till twelve months after completion of course.





## GLOBAL GROUP OF INSTITUTIONS

### Activity Calendar 2024 - 2025

Serial No.	Event Name	Month	Department
1	Doctors Day	1st July	Hospital Mgmt
2	Orientation of 1st Year	21th August	ALL
3	Independence Day	15th August	ALL
4	Teachers Day	5th September	ALL
5	Ganesh Chaturthi	6th September	ALL
6	World Tourism Day	27th September	Hospitality Dept.
7	World Heart Day	29th September	Hospital Mgmt.
8	Sarod Samellon	5th October	ALL
9	International Chef Day	20th October	Hospitality Dept.
10	Diwali	31st October	ALL
11	World Aids Day	1st December	Hospital Mgmt.
12	Cake Mixing Ceremony and Christmas	(Tentative)	Hospitality Dept.
13	Pithe Puli Parbon	(Tentative)	Hospitality Dept.
14	National Youth Day	12th January	ALL
15	Netaji Birthday	23rd January	ALL
16	Republic Day	26th January	ALL
17	Saraswati Puja	3rd February	ALL
18	Anniversary day of GGI	5th March	ALL
19	International Women's Day	8th March	ALL
20	World Health Day	7th April	Hospital Mgmt.
21	World Hospitality Day	24th April	Hospitality Dept.
22	Rabindra Jayanti	7th May	ALL
23	Mother's Day	14th May	ALL
24	World Environment Day	5th June	ALL
25	World Yoga Day	21st June	ALL

### Internal Activities of GGI

- Inter-college Chef Competition
- Inter-college Quiz Competition
- Talent Hunt Competition
- Annual Programme
- Annual Sports
- Art & Craft Competition
- Rangoli Competition
- Health Camp
- Freshers Welcome
- Food Fest

## COMMON ENTRANCE TEST (CET)

GGI one of the leading professional institution provides intonation & Free alerts regarding Common Entrance Test (CET).

We are providing Admission Notifications, Eligibility Criteria, Exam Syllabus, Test Preparation CDs and Career information to help students make informed decisions about their education.



### **CET Important Dates & Information\***

Commencement of Entry of Application Online

Last Date to Enter Application Details Online

Admit Card will be available from

Test Centre Details

Merit/Rank

Counseling Date

**Toll Free No. 18001230337**

\* The detail information will be announced shortly





# Global Group of Institutions

Approved by AICTE, Govt. of India Affiliated to Maulana Abdul Kalam University of Technology (MAKAUT)  
(Formerly known as West Bengal University of Technology), Govt. of W.B

## APPLICATION FORM

(To be filled by applicant in BLOCK LETTERS)

Affix recent  
passport size  
photograph

### PERSONAL DETAILS

NAME

DATE OF BIRTH

NATIONALITY

MEDICAL ILLNESS  
(If Yes, attach report)

LANGUAGE KNOWN

CATEGORY

SEX-

MALE

FEMALE

AADHAR NO.

### CONTACT DETAILS

ADDRESS FOR  
CORRESPONDENCE

PHONE

MOBILE

E-MAIL

### GUARDIAN DETAILS

FATHER'S /  
GUARDIAN'S NAME

QUALIFICATION

MOTHER'S NAME

OCCUPATION

ANNUAL INCOME

MOBILE

### QUALIFICATION DETAILS

STANDARD

PASSING YEAR

BOARD/UNIVERSITY

GRADE %

### EXTRA CURRICULAR ACTIVITIES

### COURSE APPLIED FOR

#### Declaration by the Guardian

I have permitted my son/daughter to join at GGI, Haldia and I shall be responsible for his/her conducts as well as the disciplines, laid by the institute. I declare that the information given by him/her in this application is correct. I also undertake to pay the fees and dues, if any, on time.

Date

D

D

M

M

Y

Y

Y

Y

Signature of Guardian

Signature of Applicant

\*\*\*You must attach all the photocopies of all qualifications  
as well as the academic transcripts.





## CHECK LIST OF ADMISSION

*Please read the Check List before and after filling up the Application Form.*

1. Before admission student's counseling will be held in the college.
2. The admission will be done as per the availability of seats in every semester.
3. Please fill the form in your own hand writing.
4. Please retain a photocopy of the filled in Application Form for future correspondence
5. The Application Form is to be filled in by the candidate IN BLACK INK ONLY giving complete information using capital letters as far as possible. Please read carefully the instructions given hereunder before filling up the form.
6. Write in black ink (using capital letters) the required information in the boxes (wherever provided).
7. Write clearly & legibly without any overwriting / use of white fluid.
8. Please note that your name, your parent's/guardian's name, and your date of birth should exactly be the same as given in your 10th class or first Board certificate. Any deviation, whenever discovered, may lead to cancellation of your candidature.
9. Every student should bring both the original & '3' self-attested Photo Copies of - their Admit Card, Mark sheet & Certificate, of 10th & 12th Board Exam. (Migration Certificate is mandatory for student coming from other Boards except West Bengal Board.)
10. Every applicant should have with them '10' recent Passport size colour photographs.

## **Global Group of Institutions**

Approved by AICTE, Govt. of India

Affiliated to Maulana Abul Kalam Azad University of Technology  
(Formerly known as West Bengal University of Technology),

Govt. of W.B. a unit of HALDIA GLOBAL EDUCATIONAL SOCIETY

A W. B. Govt. registered under act XXVI of 1961

*Non profit making welfare educational Management & IT College.*

### **Campus Address**

Srikrishnapur, Sutahata, Haldia, Purba Medinipur

(Near Bhagyabantapur Pool Bus Stand),

West Bengal, Pin-721635

**Contact: 9732763764, 9434230392, 03224 273441.**

**Toll Free: 1800 1230 337**

**Whatsapp: 9732763764**

**Email: [admin@ggihaldia.com](mailto:admin@ggihaldia.com)**

**Website: [www.ggihaldia.com](http://www.ggihaldia.com)**