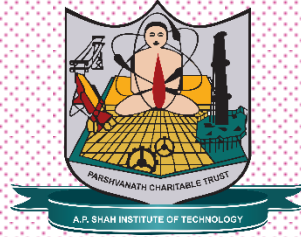




Parshvanath Charitable Trust's
A. P. SHAH INSTITUTE OF TECHNOLOGY
(Approved by AICTE New Delhi & Govt. of Maharashtra, Affiliated to University of Mumbai)
(Religious Jain Minority)



APSIT INNOVATION AND START-UP GUIDE for Faculty and Students



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OVERVIEW OF APSIT INNOVATION AND START-UP GUIDE – for Faculty and Students

The APSIT **INNOVATION AND START-UP GUIDE** is a tool for APSIT faculty, students and staff inventors interested in starting a company based on their innovations. Where can you go for help? This guide encapsulates the many resources available to APSIT innovators and the institutional policies that are most relevant to start-ups. We also answer questions that APSIT entrepreneurs frequently ask our APSIT IIC Team.

APSIT has created this guide to overview some of the key questions and issues that may arise in front of the aspiring entrepreneur, as you begin your journey to start a new company around innovations starting from your lab. Its purpose is not to supply all the answers, but rather to provide a starting point for engaging you in a conversation with the APSIT IIC about your entrepreneurial journey. APSIT IIC works closely with APSIT faculty, staff, students, and research fellows to explore the potential of forming start-up companies around new inventions and platform technologies arising from their research.

For more information, visit www.apsit.edu.in or call the APSIT IIC at 9881313231



PREAMBLE

India aspires to become 5 trillion-dollar economy by 2024. With its skilled and aspirational younger population requires to create opportunities to participate optimally in the market, which is likely to ride on finance, internet, modern technologies and agribusiness, that it will fundamentally transform the way a business is set up and run. We are just starting to set up facilities such as Incubators to promote a culture of entrepreneurship, incubate start-ups and actively contribute to product, service and online businesses.

MHRD and AICTE and NITI Aayog have been encouraging higher educational institutions, to actively engage in promotion of entrepreneurship, innovation and skill building. Government of India's numerous initiatives, such as Start-up India, Make in India, Stand up India, and Credit availability has kindled entrepreneurship aspirations, particularly among youth. Innovators, students, entrepreneurs, alumni and employees in formal / informal sector are looking for support to commercialise their ideas.

The APSIT has prepared the following start-up policy as it recognises the impact entrepreneurship can have in terms of identifying and solving scientific and technical challenges and acknowledges the role of Start-ups in commercialising the Intellectual Property (IP) originating from its Research activities among its faculty and students.

The APSIT's Institute Innovation Cell (Henceforth called APSIT IIC) is dedicated to fostering a culture of innovators, entrepreneurs and partners across APSIT, and supporting the advancement of their innovations towards the benefit of society.

While formulating the APSIT Innovation and Start-up Policy, besides the recommendations made by the Atal Innovation Mission (AIM), the MHRD's Innovation Cell (MIC), AICTE and the Government of Maharashtra's Start-up policy, the recommendations made by all Departments and the best practices followed by HEI's in India have also been taken into account. This document contains APSIT Start-ups policy and procedures for operational matters related to APSIT IIC.



APSIT IIC

Considering the global trends and MHRD's Innovation cell initiative, APSIT's Institute Innovation Cell (APSIT IIC) was established with the help of council members from all our departments with external experts, to enable Innovation through Research and partnerships for translating domain expertise into products or technologies. APSIT IIC aims at nurturing entrepreneurial spirit, promote start-ups by providing appropriate incubation facilities, offer consultancy services and improve industry institute interaction. It envisions creating products and technologies that address the societal needs and also foster the innovative minds.

The APSIT IIC cultivates an ecosystem for innovation and entrepreneurship through incubation support, the facilitation of technology transfer for commercialization by the multidisciplinary approach. APSIT IIC would like to provide the opportunity for students and faculty to use their learning to solve complex engineering challenges, through projects.

Major Focus of APSIT's IIC

1. To create a vibrant local innovation ecosystem.
2. Start-up/ entrepreneurship supporting Mechanism in HEIs.
3. Prepare institute for Atal Ranking of Institutions on Innovation Achievements Framework (ARIIA).
4. Establish Function Ecosystem for Scouting Ideas and Pre-incubation of Ideas.
5. Develop better Cognitive Ability amongst Technology Students.

Functions of APSIT's IIC

1. To conduct various innovation and entrepreneurship-related activities
2. Identify and reward innovations and share success stories.
3. Organize periodic Industrial Visits, workshops/ seminars/ interactions with entrepreneurs, investors, professionals
4. Create a mentor pool for student innovators.
5. Network with peers and national entrepreneurship development organizations.
6. Organize Hackathons, idea competition, mini-challenges etc. with the involvement of industries.
7. Internship for Students
8. Faculty Development Programs
9. Research and Development Projects
10. Training Students in association with Industry



BROAD SERVICES OFFERED BY APSIT IIC

1. Foster and promote entrepreneurship spirit.
2. Facilitate knowledge creation, innovation and entrepreneurship activities
3. Creating a collaborative environment between industry and academia through joint research projects and consulting assignments.
4. Incubating early stage technology based innovative entrepreneurial ventures.
5. Encouraging and enabling the alignment of R&D activities to potential needs of the industry.
6. Identifying technologies/innovations which have potential for commercial ventures.
7. Physical infrastructure and support systems creation for business incubation activities.
8. Facilitate networking with professional resources, which include mentors, experts, consultants and advisors for the incubate companies.
9. Enabling development of high quality personnel and motivating researchers to grow professionally within organizations through part time Masters and PhD Programs.
10. Mentoring and administrative Support (round the clock)
11. Technical support (Design, Simulations, Development and Testing)
12. Financial support (Seed Support, Innovation, Guidance for raising grant funding, Refinement & Commercialization Grant)
13. Legal advices are given with the help of Intellectual Property. Support in securing IPR, access to facilities, resources.
14. Fabrication Assistance through numerous labs.
15. Market Information (Product Development Strategies, Business Intelligence and Business Architecture). Assistant in market research and business planning
16. Networking with Research Laboratories (For Knowledge diffusion and day to day interactions).
17. MOU with other Institutes- share our pre incubation facilities with them

ACTION PLAN OF APSIT IIC

1. Start-up Policy and Implementation
2. Awareness and Outreach
3. Incubation Support
4. Seed Funding Support; Angel and Venture Funding Support
5. Easing Institutional policy for students, faculty and staff

HOW DO WE ACHIEVE THIS?

Education: Academic programs on social innovation and entrepreneurship for students across disciplines and degrees at APSIT Institute.

Research: CIIE provides an enabling environment for both student and faculty researchers interested in social enterprise research within the at APSIT Institute campus.

Catalysing Innovation: Encouraging young innovators and entrepreneurs by assisting in the development of socially-beneficial products and ideas

Industry Collaboration: Creating an ecosystem that extends to other technology institutions, including industry collaborations.



APSIT INNOVATION AND START-UP POLICY

APSIT envisions an enabling environment to address the aspirations of youth, and proposes to engage with all stakeholders in the development of an ecosystem for strengthening the start-up with appropriate incubation and mentoring infrastructure, fast track legal support, and network of appropriate funding agencies, it has been decided to prepare a detailed policy and procedures.

The policy, thus prepared and accepted by the APSIT IIC, is subject to periodical review and amendments. It will be the responsibility of the APSIT staff/ students / faculty / Visitors, once adopted by the Management Board of the Institute (APSIT Members), to update themselves from time to time on amendments in Start-up policy and procedures. APSIT reserves the rights to make an exception of all or any of the terms of policy for a particular APSIT Members, once adopted by the Management Board of the Institute on a case to case basis. These guidelines will enable APSIT to actively support their faculty, staff and students to participate in innovation and entrepreneurship related activities, thus encouraging students and faculty to consider start-ups and entrepreneurship as a career option.

VISION

- To cultivate an entrepreneurial ecosystem and to create an academic knowledge through scientific and technological research by the staff and the students to assist masses and impact the society.

MISSION

- To motivate and build out of box thinking, development of innovative ideas.
- To promote innovation and entrepreneurship by staff and students and assist commercialisation of their inventions through Intellectual Property rights in a way that would nurture innovation and entrepreneurship among the staff and the students.
- To strengthen the start-up culture in the Institute by fostering greater social acceptance and recognition of promising start-ups, through strategic investment policy interventions and such other programs.

OBJECTIVE OF THE POLICY

1. Promotion of Entrepreneurship The intent of the Innovation and Start-up Policy is to foster entrepreneurial ecosystem which encourages co-creation by involving students, faculty and professionals from multiple disciplines. Also, it lays down guidelines for the involvement of the Institute's Staff and Students.

2. Entrepreneurship management The Innovation and Start-up Policy seeks to set the framework for the involvement of the Institute's Staff and Students in Commercialising Institute's Research into products, services and processes. It encourages Staff Members, Students and Visitors to become



Entrepreneurs. It also establishes clear rules and procedures for the creation/participation of Staff and Student led Start-ups which may or may not be based on the Institute's IP.

3. Entrepreneurship guidance The Institute has established Technology Incubator in the Institute campus to provide the entrepreneurs with the necessary guidance, mentorship and infrastructure support in order to nurture their ideas and help translate them into successful Start-ups.

- Technology Commercialization, targeted at providing a much needed platform for speedy
- Commercialization of technologies developed in the academic and R & D institutions to reach the end users.
- Interfacing and Networking between academic, R & D institutions, industries and financial institutions.
- Value Addition through its services provided to its incubatees as well as to the existing technology dominated SMEs, TBI aim at value addition.
- Creating value added jobs & services, fostering the entrepreneurial spirit.

4. Balance of interests The Start-up Policy seeks to reiterate that the employee's primary commitment of time and intellectual contributions should be to the education, research and other obligations of the Institute and they have a primary professional obligation to act in the best interests of the Institute. Hence, care must be taken to avoid any cases of Conflict of Interest (COI) and Conflict of Commitment (COC) by all the APSIT Members.

SCOPE

Applicability This Policy applies to all Staff Members, Students and Visitors who are willing to or may have started a commercialisation entity (Company/Start-up) which may or may not be based on the Institute IP. Rights and obligations under this Policy shall survive any termination of employment, enrolment or Appointment at the Institute.

Binding effect of the Policy This Policy constitutes an understanding that is binding on the Institute, Staff Members, Students and Visitors, once adopted by the Management Board of the Institute (Hence forth called APSIT Members).

POLICY PERIOD

The initial period of the Innovation and Start-up Policy shall be from the year 2020 to 2023.

IMPLEMENTATION AND DEPLOYMENT OF THE POLICY

APSIT IIC shall be constituted to provide guidance and to lead the policy's implementation and coordination. APSIT IIC members to oversee the implementation and deployment of the policy.



DEFINITIONS

- 1. Innovation:** Conceptually, any innovation implies substantial improvement in the ways of doing things, producing goods or providing services. It may involve a new use of an existing resource or producing or delivering existing goods or services through new methods or new instruments/materials.
- 2. Start-up:** Start-up is an entity that develops a business model based on either product innovation or service innovation and makes it scalable and replicable so as to be self-reliant.
- 3. Proof-of-concept (POC) stage:** Proof-of-concept is the stage where the innovator / start-up demonstrates a fundamental functioning demonstration of the idea / hypothesis / innovation.
- 4. Prototype-stage:** A prototype-stage is a pre-production / pre-launch stage where the innovator / start-up team has developed a basic minimum viable product (MVP) with most key features desired in the final product.
- 5. Minimum viable product (MVP)** is a product with just enough features to gather validated learning about the product and its continued development.
- 6. Student Start-up:** Student Start-up is any student-led innovation based start-up that has been founded by the efforts of one or more student(s) and / or alumni (not more than 5 years from graduation), from any university / educational institute in the state, with or without the help of faculty guides and external support agents. Recently, AAPSITE has developed a national roadmap for student start-up support system.
- 7. Pre-incubation:** Pre-incubation makes up early stage support systems for the innovation & start-up value chain that comprises an enabling environment to trigger creative ideas, hand-holding ideas at conceptualisation stage, extending basic facility to test the ideas and validate its early users, basic common working infrastructures, and access to existing resources before the innovation reaches an enterprise stage.
- 8. Incubator:** Incubator is an organisation established to accelerate the growth of start-ups, through an array of business support, resources, mentorship, networking and other common services such as physical space, capital, and coaching.
- 9. Technology Business Incubator:** A Technology Business Incubator (TBI) is an incubator established to support technology-driven start-ups generally supported by the National Science & Technology Entrepreneurship Development Board (NSTEDB), Department of Science & Technology (DST), and Government of India.
- 10. Atal Innovation Mission (AIM):** The Atal Innovation Mission (AIM) is Government of India's endeavour to promote a culture of innovation and entrepreneurship. Its objective is to serve as a platform for promotion of world-class Innovation Hubs, Grand Challenges, Start-up businesses and other self-employment activities, particularly in technology driven areas. AIM is established under the NITI Aayog.



11. **Tinkering Lab / Fab Lab / Innovation Studio:** A Tinkering Lab / Fab Lab is a combination of experimental research and specialisation, where students may tinker with emerging technology and fabricate and create new products /prototypes.

12. **Accelerators:** An accelerator is similar to an incubator except, as the name suggests, a start-up accelerator fosters rapid growth of the start-ups it incubates. Usually accelerators package mentorship, access to technology, office space and access to an innovative community into a relatively shorter timeline for faster growth.

13. **Angel Investors:** An angel investor is a person who provides financial support by investing capital - typically, a relatively smaller seed capital - in a start-up.

14. **Venture Capital:** Venture Capital (VC) is a type of funding that originates from venture capital firms that specialise in building high risk financial portfolios. Typically, such firms provide growth-level funding to established start-ups against equity as well as create value for start-ups by providing access to their networks for employees, clients, products, or services of the start-up.

15. **Appointment:** A formal agreement for a Visitor at the Institute, which is a pre requisite to participate in or conduct Research, scholarship, creative work, or teaching at the Institute.

16. **Author:** Any person to whom this Policy is applicable, who individually or jointly with others makes a design, a mark or copyrightable work and who meets the criteria for authorship under the IP laws of India.

17. **Conflict of Commitment (COC):** Any situation in which an individual Staff Member's or Visitor's primary professional loyalty is not to the Institute because the time devoted to outside activities adversely affects their capacity to meet their responsibilities as set out in their employment contract of Appointment.

18. **Conflict of Interest (COI):** Any situation in which real or perceived interests of an individual Staff Member, Visitor or Student may run counter to the interests of the Institute or negatively affect their employment or duties.

19. **Gross Non-IP Revenue:** All revenue received by the Institute for Execution of Projects / Scientific or Clinical Work as part of the Research Contract before any cost recovery or deductions for the incurred Expenses.

20. **Institute IP:** IP owned or co-owned by the Institute.

21. **Intellectual Property (IP):** All outputs of creative endeavour in any field at the Institute for which legal rights may be obtained or enforced pursuant to the law. IP may include:

- a. Literary works, including publications in respect of Research results, and associated materials, including drafts, data sets and laboratory notebooks;
- b. Teaching and learning materials;
- c. Other original literary, dramatic, musical or artistic works, sound recordings, films, broadcasts, and typographical arrangements, multimedia works, photographs, drawings, and other works created with the aid of University resources or facilities;



- d. Databases, tables or compilations, computer software, preparatory design material for a computer program, firmware, courseware, and related material;
 - e. Patentable and non-patentable technical information;
 - f. Designs including layout designs (topographies) of integrated circuits;
 - g. Plant varieties and related information;
 - h. Trade secrets;
 - i. Know-how, information and data associated with the above; and
 - j. Any other University-commissioned works not included above.
22. **Staff Member:** Any person who is under a contract of employment with the Institute including academic, research, technical, administrative and adjunct staff, whether full-time or part-time or on a temporary basis.
23. **Student:** Any student registered for an approved course at the Institute.
24. **Substantial Use:** Extensive use of the Institute's resources which include but are not limited to facilities, equipment, human resources or funds. Not included is routine use of libraries and/or office space or the IP has been written or developed in the personal (unpaid) time of the Inventor.
25. **Visitor:** Any person who is neither a Staff Member nor a Student of the Institute who engages in work at the Institute, including visiting professors, adjunct and conjoint professors, teachers, researchers, scholars and volunteers; and who concludes an Appointment agreement with the Institute.
26. **Technology Commercialization:** is the process of transitioning technologies from research laboratories to the marketplace.
27. **Technology Licensing Agreement:** is where an owner of a technological intellectual property (the Licensor) allows another party (the licensee) to use, modify, and/or resell that property in exchange for a compensation.
28. **Technology Management:** is the integrated planning, design, optimization, operation and control of technological products, processes and services.



WHY START A COMPANY?

There are a number of factors to be considered, when launching a new company. Most of the time, only some inventions may be suitable for the creation of a start-up company. Compared to an academic lab or a large company, innovations may progress more quickly in a focused start-up. APSIT IIC helps to analyse several factors to determine whether a start-up is the most appropriate for commercialization:

- **Demand:** Potential of the core technology to provide a solid platform for multiple markets or product opportunities.
- **Competition:** Identification of other companies that offer similar solutions.
- **Licensing:** Likelihood of interest from existing companies in licensing the technology.
- **Funding:** Availability of capital to build and grow the business, together with the interest, capabilities, and track record of likely investors.
- **Commitment:** Level of commitment and involvement of the inventors.
- **Support:** Presence of a true business champion for both the technology and the new venture.
- **Management:** Experience, passion, and drive of the start-up's executive team.

ELIGIBILITY

APSIT IIC seeks to support all members of the APSIT, Thane to translate innovations into products, processes and services that are commercially viable. Admission to APSIT IIC is open to:

- Students and Project staff
- Alumni
- Faculty and staff (current and retired) including adjunct faculty

The admission to APSIT IIC is open to aspiring start-ups in the different areas, promoted by:

- Students and alumni of APSIT, Thane.
- Faculty members (present or former) of APSIT, Thane
- R&D partners (sponsors of R&D and consultancy projects)
- Industrial Collaborators

BENEFICIARIES

A team which consists of at least one member from APSIT, Thane community who could be Students Alumni Faculty Permanent Staff Research Partner Institute Society at Large. The scope of support is envisioned to be broad-based, and cover technologies/IP developed wholly at the Institute or partly through collaborations elsewhere, as well as external start-ups with which APSIT, Thane personnel may be associated as consultants or mentors. IIC will in particular, also be open to proposals with strong social and strategic impact. IIC is also the nodal body to frame and monitor agreements regarding policy and fair use between APSIT, Thane and incubated companies.



TYPE OF COMPANIES

This Institute encourages and promotes the following companies/ventures (Henceforth called COMPANY).

Companies/Ventures jointly owned by the Staff Members and Graduating Students/Alumni (along with possibly others)

Companies/ Ventures owned by the Staff Members (one or many) along with possibly others.

Companies/ Ventures owned by the Graduating Students, Alumni along with possibly others

In such cases, the Staff Members and Students will be known as founding members of the board of the company.

THE INCUBATES APPLYING AT APSIT IIC- CATEGORIZATION

Incubation Program is focused on technology and knowledge based ventures. The incubates applying at APSIT IIC Are categorized as below-

Type I

Company in this category are typically the **project initiated by one or more members** of the academic staff, students and/or alumni of APSIT, Thane or some other technology promotion agency (government or non-government) with a view to trying out a novel technological idea for upgradation to a commercial proposition, scaling up a laboratory proven concept, and setting up a technology business enterprise.

Type II

A typical Company in this category can be a **technology-based start-up company** promoted by a first generation entrepreneur desirous of **R&D partnership with the APSIT**, Thane or company with a view to trying out a novel technological idea for upgradation to a commercial proposition, scaling up a laboratory proven concept and setting up a technology business enterprise.

Type III

Company in this category typically can be a **technology/R&D unit of an existing small/medium size enterprise, industry** association or a R&D Company that desires to have **close technology interface with APSIT**, Thane.

All the applicants under any of the above categories are evaluated by the evaluation committee of APSIT IIC before the applicant can be granted admission to APSIT IIC. For successful applicant, who are no longer part of APSIT fraternity, and, are approved for membership by the APSIT IIC evaluation committee will have to execute an agreement for space utilization with the APSIT, Thane as well as a bilateral MOU on Synergistic collaboration with the Institute through IIC.



ADMISSION PROCEDURE FOR APSIT IIC SERVICES

Admission Procedure Anyone wants to avail APSIT IIC / innovation and start-up scheme must register through website www.apsit.edu.in. After registering Category Type I has to give details of their ideas, category Type II has to put all the details about ideas, registration certificates etc. and Category Type III small/medium size enterprise, industry association or a R&D Company details in the website itself. The confirmation of admission will be notified in the website.

HOW APSIT IIC CAN HELP START-UPS?

1. Administration, governance, and policy formulation
2. Acceptance/rejection of proposed ideas
3. Review of performance of incubated companies as well as other assisted companies
4. Creation, validation, renewal, and termination of contracts
5. Formulate, manage and run programs organised by/for APSIT towards the development of entrepreneurship and innovation of its students, alumni, faculty as well as external agencies and individuals
6. Code of conduct and ethic

SELECTION OF BUSINESS IDEAS FOR PRE-INCUBATION / INCUBATION

- Ensure considerable commercial potential
- Ensure commitment of the team to create a new start-up venture
- Ensure IP field
- Ensure team leader take responsibility to lead the project once pre-incubation phase is over
- Creating Pathways for Entrepreneurs within Institute (clause 3(g) (m), (n), (o) NISP 2019)

PRE INCUBATION STAGES SERVICES-

- First appointment – idea formulation, idea assessment, market validation of the idea
- Training- on the managerial issues, Presentation skills, On more specialised topics (i.e. IP rights, legal and administration)
- Orientation- Defining the business idea, defining the business model
- Innovation assessment- Through internal competencies, through external committee
- Business plan/Business Model- Competition of the BP the financial forecasts

INCUBATION STAGES SERVICES-

- Start-up creation- Selection and admission, access to finance, legal and administrative support, physical facilitates, intellectual property rights, education and access to knowledge
- Early Stage- Fund rising, mentoring and coaching advisory board, networking, technology transfer, assistance with business basics and marketing, HR training
- Expansion- Definition of the exit strategy

FINANCIAL STRATEGIES AND RESOURCE MOBILIZATION-

- Generate funds through CSR or supporting the technology incubators
- Government organisation such as DST, MHRD, AAPSITE, BIRAC, TIFAC, NRDC, MeitY, MSME, Start-up India, Invest India, etc.
- Alumni network for getting sponsorships and donations for activities
- International Partnerships including exchange programs, internships, FDP programs Clause 1 © NISP 2019



START-UP PROCESS AT APSIT

A. CONTACT APSIT-IIC

We encourage inventor student/faculty to discuss your invention and how to protect the intellectual property and to check the suitability of a start-up. In our initial meeting we will discuss about project goals, objectives for advancing the idea and any research or understandings of the market need required to move forward the idea.

B. PROTECT INTELLECTUAL PROPERTY

A key source of value and thus a major asset for attracting investment in a start-up is IP that is intellectual property. Work with APSIT-IIC to file a patent application filed on your invention before you make it public. After public disclosure, obtaining a patent option may no longer be possible.

The Invention Disclosure is a confidential document, and should fully describe the new aspects of the invention, including the critical solution it provides and its advantages and benefits over current technologies. Invention disclosures can be submitted through APSIT IIC. (If appropriate, necessary, or warranted) Patent protection, a common legal protection method, begins with the filing of a patent application with the India Patent and Trademark Office and, when appropriate, foreign patent offices.

C. SEEK INPUT AND NETWORK

APSIT-IIC provides a wealth of resources to get started through all facets of the start-up process—from writing a business plan, to meeting like-minded entrepreneurs and investors, to attracting board members, to securing funding to demonstrate an invention's commercial viability. Work with a mentor regularly, network with like-minded entrepreneurs, review ideas with potential investors, and evaluate the commercial aspects with potential customers.

D. PLAN THE BUSINESS

No formal business plan is needed however develop an understanding of the market potential, competition, funding needs, and how you develop a product and adequate profit to survive and grow the company. APSIT-IIC would provide a guidance on competitive analysis, market assessment, and business planning.

E. NEGOTIATE THE LICENSE OR OPTION AGREEMENT

To demonstrate to potential financiers that the company has secured the rights to the technology, obtain a license or a short term option agreement from APSIT. APSIT-IIC will lead these negotiations along with a representative of the company.

Most start-ups request an exclusive license because they believe it is required to raise funding for the company. Typical terms for an exclusive license with a start-up company include but are not limited to equity, royalties' diligence milestones and fees.

F. PURSUE FUNDING

Typically an external capital is required for the commercialization of the technology. You will need to connect with the people providing funds like venture capitalists, angel investors, and, perhaps, in the initial stages friends and the family. APSIT-IIC assists in making connections with entrepreneurs, angel investors, and venture capitalists.



ROLE OF APSIT UDAAN INCUBATION CENTER (APSIT UDAAN) WITH THE START-UPS

APSIT IIC on behalf of APSIT Udaan will carry out all dealings with start-ups right from the selection of the start-up. APSIT Udaan will actively support the start-up with a combination of inputs and services covering:

- Office and operational space
- Permission to use laboratories and equipment
- Advice on Intellectual Property protection and commercial transactions
- Business and financial structuring advice
- Mentoring and networking support
- Advice on fund raising
- Logistics support
- Monitoring and reporting
- Permission to use the brand of APSIT Udaan

APSIT Udaan could outsource some of the above services to external consultants, advisors and vendors on a case to case basis.

APSIT Udaan can allow the start-up to use its facilities and services for a period of three years from the date of formal approval extendable to a maximum period of five years from the date of formal approval on a selective basis if such extension and support is warranted.

The APSIT IIC will formulate rules for the functioning of the start-up at APSIT Udaan which will cover extent of period stay allowed and conditions under which the start-up will have to exit the APSIT Udaan before the completion of the contacted maximum period of three or five years, as the case may be. Some of the criteria for deciding the same could be gross annual revenues, number of employees exceeding a certain threshold, underperformance or unviability of the business proposition, irresolvable disputes between promoters/founders, changes in promoters/founders team or business proposition, merger or acquisition deal with change in ownership or non-compliance with APSIT Udaan terms and conditions. It will also formulate rules regarding the holding period, valuation and disposal of equity shares held by APSIT Udaan.



GUIDELINES FOR INVOLVEMENT OF APSIT MEMBERS IN START-UPS

Universities all over the world encourage and enable their faculty members, researchers and students to involve in start-ups in various capacities while in professional employment with the university/institute. Such measures encourage transformation of inventions and innovations into commercial products/services for the greater good of the society. In many instances, such start-ups are often established in campuses of universities/research institutions due to their special needs and resource requirements such as domain expertise, specialized facilities and knowhow. Faculty members and students at APSIT too are continuously engaged in several cutting-edge research areas. However, due to several reasons, most of these research outcomes may/may not get translated into commercial products/services, benefiting the society in general. The objective of supporting entrepreneurship is to encourage participation of faculty members and students in commercial ventures, companies or similar entities with equity participation as an additional dimension to their existing roles as faculty members or students. APSIT encourages its faculty members and students to engage in businesses that are direct results of the research activities at APSIT, be on the board of such companies in the capacities of director, chairperson, promoter or any such role, subject to the terms and conditions of APSIT start-up Policy applicable across APSIT's various departments. The overall goal of implementing this Policy is to encourage entrepreneurship at APSIT and to link innovation to enterprises to financial success.

With a view to permitting and enabling the faculty members, research scholars and students to set up and involve in start-ups set up both at the campuses as well as outside the campuses, APSIT may consider the following guidelines for the same:

- Any permanent faculty member or staff on duty or on leave, faculty on tenure, research associates, post-doctoral fellows and students having live registration (hereinafter referred to as "APSIT Member"), will be permitted to involve with start-ups either on a full- or part-time basis as promoter/advisor/consultant/any other approved role.
- An APSIT Member as defined above will be permitted to use specified physical and/or intellectual resources (e.g. laboratory and workshop equipment, laboratory instrument, IT resources and assistance of other APSIT Members) of APSIT as per prevailing rules notified by APSIT.
- The definition of start-up considered for the purpose of this document will be as per the prevailing notifications of the Government of India from time to time. The current definition of start-up is an entity that is headquartered in India, which was incorporated less than ten years ago and has an annual turnover less than Rs. 100 crores.
- The start-up formed by the faculty member/staff /student/Visitor would be promoted by the individuals and not by APSIT nor APSIT Udaan.
- It has also to be ensured that no reputational or financial liabilities accrue to APSIT, and the equity stake of APSIT Udaan (as agreed in the agreement between APSIT Udaan and the company) in the company is protected.
- Participation in start-up related activities will be considered as a legitimate activity of faculty members in addition to teaching, conducting research, guiding researchers, providing industrial consultancy and completing management duties. The same will be considered while evaluating the



annual performance of faculty members. Each faculty member is encouraged to mentor at least one start-up.

- It should be noted however that the APSIT Member should take all possible steps to ensure that his/her duties and responsibilities as a member of APSIT take precedence over all other activities regardless of the nature of his/her engagement with the start-up. His/her engagement with the start-up during regular work hours or on leave would be subject to the prior approval from the Institute's competent authorities. The faculty member/student has to take prior permission from the Institute before associating with any business venture or starting a new venture, through a proper application process.



MODES OF ENGAGEMENT OF FACULTY MEMBERS WITH START-UPS

a) Capital Investment by faculty members by way of shares in a start-up with no involvement:

- An APSIT faculty member may be involved in a start-up by providing capital investment alone in return for shares with no other managerial, technical or mentorship role whatsoever.
- If an APSIT faculty member makes a financial investment in a start-up or a company without making any contribution in the form of technical/consulting advice or any involvement of APSIT in the form of any commercial transaction or intellectual property or use of APSIT facilities, then such an investment will be treated as a private matter of the faculty member and of no concern to APSIT.
- APSIT Udaan too will have no role to play in such instances.
- The faculty member may however declare this to APSIT or to APSIT Udaan as a matter of good practice to avoid any conflict of interest situation.
- If a start-up or any company awards a consultancy project to the APSIT faculty member, the prevailing APSIT rules and regulations for consultancy projects will apply.

b) Part time engagement of faculty members in a start-up:

- Faculty members are allowed to participate in a start-up on a part time basis as per prevailing APSIT norms.
- The faculty member will prior seek approval of APSIT for engagement with a start-up on a part time basis as per prevailing APSIT rules. The faculty member must apply for approval for engagement with the start-up and the start-up must enter into an agreement with APSIT Udaan. Such an agreement should establish the mode of engagement of the faculty member with the start-up besides including the APSIT technology / Intellectual Property being licensed to the start-up.
- With regard to the extent of time spent on such participation, the compensation to the faculty member may be in cash for which APSIT norms for consultancy projects will be applicable.
- Alternately, the faculty member will be allowed to obtain shares of the start-up/company as compensation for engagement with the company in part or in full, in lieu of cash payment. In such cases the faculty member will offer a certain percentage of these shares to APSIT Udaan. The shares shall be transferred to APSIT Udaan on the same valuation terms.

c) Full time engagement of faculty member in a start-up with availing of sabbatical and special leave (SPL) for setting up a start-up/pursuing entrepreneurship:

- An APSIT faculty member may avail of either sabbatical or special Leave (SPL) of up to one year, extendable by another one year (i.e., maximum two years) as per prevailing APSIT rules and may work full time for the start-up. Permission will be initially given for six months and must be extended every six months therefrom.
- The faculty member will prior seek approval of APSIT for the abovementioned sabbatical or SPL as the case may be in accordance with the prevailing APSIT rules. Permission for sabbatical or SPL would be decided by a three-member committee appointed for the same.



- The faculty member must apply for approval for engagement with the start-up and the start-up must enter into an agreement with APSIT Udaan. Such an agreement should establish the mode of engagement of the faculty member with the start-up besides including the APSIT technology / Intellectual Property being licensed to the start-up.
- The faculty member will receive salary during sabbatical leave but will not receive any salary when he/she is on SPL.
- During the period of SPL, the faculty member can receive compensation from the start-up in cash which need not be shared with APSIT as he/she will not be receiving any salary during this period. However, in the case where the faculty member is on a sabbatical leave and receives compensation then APSIT, norms for consultancy projects will be applicable and he/she will be required to share a certain percentage as per the then prevailing norms.
- However, when on SPL, if the compensation received from the start-up is related to any work done in APSIT then APSIT norms for consultancy projects will be applicable and he/she will be required to share a certain percentage as per the then prevailing norms. This will also apply to those on sabbatical leave.
- Faculty member on SPL will be allowed to obtain shares of the start-up/company as compensation for engagement with the company in part or in full, in lieu of cash payment. He/she will however not be required to share any part of these shares with APSIT as he/she will not be receiving any salary during this period.
- However, if this compensation is related to any work done in APSIT, then APSIT norms for consultancy projects will be applicable and the faculty member on SPL will be required to share a certain percentage of shares with APSIT Udaan as per the then prevailing norms. The shares shall be transferred to APSIT Udaan on the same valuation terms.
- Faculty member on sabbatical leave too will be allowed to obtain shares of the start-up/company as compensation for engagement with the company in part or in full, in lieu of cash payment. He/she will however be required to share a certain percentage of shares with APSIT Udaan as per the then prevailing norms irrespective of whether it is related to any work done at APSIT or not as he will be receiving salary also during this period. The shares shall be transferred to APSIT Udaan on the same valuation terms.
- The faculty member after completing his sabbatical or SPL will re-join APSIT. Post this, no compensation is due to APSIT as long as the involvement of the member, for which the compensation was paid, completely ceases after the leave period.
- Faculty member may continue to involve with the start-up as shareholder on re-joining APSIT after sabbatical or SPL.
- In case the faculty member is involved as a mentor, consultant or any other form other than a shareholder after sabbatical or SPL, then rules applicable will be same as that of part-time engagement listed below.



MODES OF ENGAGEMENT FOR RESEARCH SCHOLARS AND STUDENTS WITH START-UPS

a) Part time engagement of research scholars and students in a start-up:

- An APSIT research scholar/student can seek permission from APSIT to work for a start-up on a part-time basis as per prevailing APSIT rules.
- A research scholar/student must apply for approval for engagement with a start-up and the start-up must enter into an agreement with APSIT Udaan. Such an agreement should establish the mode of engagement of the research scholar/student with the start-up besides including the APSIT Technology / Intellectual Property being licensed to the start-up.
- With regard to the extent of time spent on such participation, the compensation to the research scholar/student may be in cash for which APSIT norms for consultancy projects will be applicable only to research scholars and not to students.
- Alternately, the research scholar/student will be allowed to obtain shares of the start-up as compensation for the engagement with the company in part or in full, in lieu of cash payment. In such cases research scholars will offer a certain percentage of these shares to APSIT Udaan. The shares shall be transferred to APSIT Udaan on the same valuation terms. Students will not be required to share any percentage of his/her shares with APSIT Udaan.
- The research scholar/student will have to satisfy all norms including attendance requirements for his/her program of study in order to earn a degree.

b) Full time engagement of research scholars and students with a start-up

- An APSIT research scholar/student can seek permission from APSIT to take Special Leave (SPL) for a up to one year, extendable by another one year (i.e., maximum of two years) as per prevailing APSIT rules and may work full time for the start-up.
- The research scholar/student must apply for approval for engagement with start-up and the start-up must enter into an agreement with APSIT Udaan. Such an agreement should establish the mode of engagement of the APSIT member with the start-up besides including the APSIT Technology / Intellectual Property being licensed to the start-up.
- Research scholar/student will not receive any fellowship when he/she is on SPL.
- During the period of SPL, the Research scholar/student can receive compensation from the start-up in cash which need not be shared with APSIT as he/she will not be receiving any fellowship during the period.

However if the compensation is related to any work done in APSIT, then APSIT norms for consultancy projects will be applicable only to research scholars and not to students, and will be required to share a certain percentage as per the then prevailing norms.

- Alternately, the research scholar/student will be allowed to obtain shares of the start-up/company as compensation for engagement with the company in part or in full, in lieu of cash payment. Again, he/she will not need to share any part of these shares with APSIT as he/she will not be receiving any fellowship during this period.



However if this compensation is related to any work done in APSIT, then APSIT norms for consultancy projects will be applicable to research scholars and not to students and will be required to share a certain percentage of shares with APSIT Udaan as per the then prevailing norms. The shares shall be transferred to APSIT Udaan on the same valuation terms.

- The research scholar/student, on returning, has to satisfy all norms including attendance requirements for his/her program of study in order to earn a degree.



GUIDELINES FOR EQUITY SHARING BETWEEN START-UPS OF FACULTY MEMBERS/STUDENT WITH APSIT UDAAN

- In return of services and facilities, APSIT Udaan may take 2% to 9.5% equity stake in the start-up/company, based on brand used, faculty contribution, support provided and use of Institute's IPR. (A limit of 9.5% is suggested so that APSIT Udaan or APSIT has no legal liability arising out of start-up. APSIT Udaan will normally take much lower equity share, unless its full-time APSIT member has a substantial share). Other factors for consideration will be space, infrastructure, mentorship support, seed funds, support for accounts, legal advice, patents, etc.
- It is expected that APSIT Udaan will take no more than 20% of shares that APSIT member takes while drawing full salary from the Institute; however, this share will be within the 9.5% cap of company shares mentioned above.
- There will be no restriction on shares that APSIT members can take, as long as they do not spend more than 50 man-days in a year of office time on the start-up in advisory or consultative role and do not compromise with their existing academic and administrative work/duties.
- In case of a largely equity model, the start-up may be given a cooling period of one year extendable by another one year (i.e., maximum two years) or until the time of the first investment by an external investor, whichever is earlier, to use incubation services on rental basis and to take a final decision for sharing of equity based on services offered by APSIT-Udaan.



GUIDELINES REGARDING INTELLECTUAL PROPERTY (IP) RIGHTS

An APSIT member, while on duty or on leave, may be involved in the creation of IP either solely or in association with a start-up or a company. The definition of IP will include, but is not limited to, inventions/innovations (whether patentable or not), invention/innovation disclosures, trademarks, trade secrets, know-how, proprietary information, technical data, documentation, data collections, databases, concepts, processes, prototypes, software, designs, drawings, names, symbols, images, materials, biological material, plant genetic material, support services and the like, whether or not the foregoing are in tangible or intangible form, which enable people to earn recognition and financial benefit.

- If such an IP is created with the involvement of the APSIT member, then any contract between APSIT/APSIT Udaan and the start-up specifying the sharing rights for the IP will hold good on terms defined either in terms of equity in the start-up and/or license fees and/or royalty to obviate the early stage financial burden. License fees could be either/or a mix of

- a) Equity shares in the company licensing the product
- b) Upfront fees or one-time technology transfer fees
- c) Royalty as a percentage of sales

In the absence of such a contractual obligation, the prevailing APSIT IPR Policy, Rules and Regulations will apply.

- In case an APSIT member develops an IP (both during part-time association or while on leave) at a start-up or company which leverages prior IP developed at APSIT, the member must ensure the prior IP is properly licensed by the start-up. In the absence of such a contractual obligation, the prevailing APSIT IPR Policy, Rules and Regulations will apply.

- The same will apply on the APSIT member's retirement/superannuation/change of job.

- In the event the start-up or company uses any "know-how" for business purpose, which has not been secured through any IP registration application, the faculty member has to disclose the source and origin of such "know-how".

- In case the start-up or company to which the IP has been licensed to further sublicense the same to any other entity, then the licensing revenue generated by the said company will be distributed among the inventors and APSIT/APSIT Udaan as per the extant IPR Policy of the Institute.

- If product/IPR is developed by faculty members/students not using any Institute facilities, outside office hours or not as a part of the curriculum by students, then product/IPR will be entirely owned by inventors in proportion to the contributions made by them. In this case, inventors can decide to license the technology to third parties or use the technology the way they deem fit.

- If there is a dispute in ownership of IPR or matters related to IPR, a committee, consisting of two faculty members (having developed sufficient IPR and translated to commercialization), two of the Institute's alumni/industry experts (having experience in technology commercialization) and one legal advisor with experience in IPR matters, will examine the issue after meeting the concerned parties to



help them settle the same. The Institute can appoint alumni/faculty members of other institutes as members, if sufficiently experienced Institute alumni/faculty members are not available.

- The start-up or company may be permitted to use the laboratory and other such facilities to which the founding faculty member(s) is/are entitled and allowed with a clearly defined conflict of interest policy. The company may also use other facilities of the Institute on payment basis as per prevailing norms. In addition, to ensure safety and security of all concerned, all compliances and procedures for laboratory usage should be strategically adhered to.
- If any IP is generated by the start-up during their course of incubation, the information about its filing and status of IP application should be provided to APSIT for records and information.

The above points on IP explain the policy framework in general. For more details, please refer to APSIT IPR Policy document.



GUIDELINES REGARDING NON-DISCLOSURE AGREEMENTS, INDEMNIFICATION, ARBITRATION & DISPUTE RESOLUTION

a) Confidentiality

It is understood that all APSIT members will undertake to sign suitable non-disclosure undertakings wherever sharing of any confidential material is involved with external parties on behalf of APSIT or themselves and submit a copy of the same to APSIT.

b) Indemnification

APSIT Members shall indemnify and keep fully indemnified APSIT, its affiliates, directors and employees from and against all direct losses, liabilities, penalties, interests, actions, proceedings, claims, demands, costs (including without prejudice to the generality of this provision, the legal costs) awards and damages arising directly as a result of, the following but not limited to (i) any breach or non-performance by the APSIT members and / or Core Team of any of their undertakings, representations, warranties or obligations (ii) fraud, gross negligence or wilful misconduct by them, their company and/or Core Team; or (iii) claims arising out of Material Breach.

c) Governing Law and Arbitration

This policy document and all procedures outlined by APSIT based on this Policy document shall be governed by and construed in accordance with the Laws of the India, without giving effect to its choice of laws rules and shall be submitted to the exclusive jurisdiction of the competent Courts of Mumbai.

d) Arbitration & Dispute Resolution

- If any dispute arises between the Parties hereto during the subsistence of this Policy document or thereafter, in connection with the validity, interpretation, implementation or alleged breach of any provision of this Policy, the Parties hereto shall endeavour to settle such dispute amicably through mutual discussion among the Parties in dispute.
- In the event the Parties are unable to resolve the dispute through mutual discussions shall be resolved by binding arbitration conducted by a sole arbitrator appointed under the provisions of the Indian Arbitration and Conciliation Act, 1996 and the rules made thereunder,
- No arbitrator chosen shall be related to, employed by or otherwise affiliated with any Party, or any of their relatives or affiliates.
- The arbitration proceedings shall be conducted in English, and in Mumbai. The decision and award of the arbitrator shall be in writing and in English, and final and binding on all the Parties to this Agreement.
- The arbitrator in his or her final arbitral award shall determine the final allocation of the costs of arbitration.
- The award shall be binding on the Parties subject to the Applicable Laws in force and the award shall be enforceable in court of law in Mumbai.



CONFLICT OF INTEREST

APSIT is keen to encourage its faculty members, research scholars and students to convert their innovations and new ideas into commercial ventures for personal, institutional and social benefits. However, when doing this, complexities surrounding actual and potential conflict of interests are expected to arise, especially in the context of their commitment to APSIT, student education and objective research, as well as their obligations to society. For them to benefit from education and research, a fine line has to be drawn between using Institute resources for Institute activities and for personal economic interests.

When an individual holds two positions in different roles and when he/she tries to use a position for personal satisfaction of his/her aspirations in another, a situation of conflict of interest arises. This could be as simple as employees of APSIT Udaan exploring equity stakes in start-ups incubated on a selective basis (cherry picking).

Care must be taken to clearly separate the personal financial aspects of the entrepreneurial activities of faculty members, research scholars and students from their respective roles, duties and responsibilities at APSIT and should be consistent with the value system of APSIT. Similarly, the use of APSIT facilities and equipment must be free from unauthorized and conflicting uses and must be suitably compensated for as per the policies of APSIT. Appropriate judgement should be applied by all concerned parties, the faculty members, research scholars, students, APSIT Udaan employees and associates besides the incubated start-ups, their promoters, employees and staff.

Typical Conflict of Interest Situations

A few situations leading to conflicts of interest are given below. These are not exhaustive and only representative for guidance to all stakeholders.

- All stakeholders may come in possession of proprietary and confidential information. Recipients of such information should make all efforts to preserve the confidentiality of such information and not disclose or use it for their personal and other benefit without explicit approval of the disclosing party.
- Use of APSIT students or employees to perform work for a start-up without any compensation when the work is not related in any way to their academic pursuits.
- Use of APSIT facilities for the benefit of a start-up without proper permissions/arrangements and where he/she is an interested person.
- Procuring consultancy research assignments and business in the name of APSIT and outsourcing the same to the start-up in which he/she is an interested person.
- Influence policy decisions of APSIT or APSIT Udaan with an intention to benefit a start-up in which he/she is an interested person.
- Influence department decision to procure specific laboratory equipment, which could benefit a start-up in which he/she is an interested person.
- Act in any manner to benefit the start-up at a disadvantage of APSIT or APSIT Udaan.
- Neglecting their commitments to APSIT for their association with supported entities.
- Differential pricing of shares in the same round in a start-up for faculty members/research scholars/student vis-à-vis APSIT Udaan.



Council for Scientific & Industrial Research (CSIR) has issued a comprehensive list of “Possible Conflict” examples. Those which are applicable to APSIT are reproduced below as additional representative situations for guidance of APSIT members:

1. Relationships that might enable APSIT members to influence APSIT’s interactions with outside organizations in ways that may lead to personal gain, to the taking of improper advantage by anyone, or the improper diversion of APSIT’s assets including the time and talents of its faculty members, staff and researchers.
2. Situations where an APSIT member directs students (including fellow members, other trainees or guest workers) into a research area or other activity from which the member intends to realize personal financial gain. For example: projects sponsored by a for-profit business in which he/she, a member of his/her family or an associated entity holds an equity or similar ownership interest.
3. A conflict may also arise if students are directed to areas of lesser scientific or scholarly merit to enhance the potential for monetary gain or if the financial potential exists only for the APSIT member or the use of students, without recompense from salary or academic credit, for work on behalf of an outside agency.
4. Transmission to any entity or individual or any unauthorized use of the information, records, results, materials, or work product, etc. which have been acquired through research at APSIT or through studies conducted on behalf of private and public bodies by APSIT for the private gain of the APSIT member particularly when such results/reports are not made generally available.
5. Disclosure or use for personal gain or any unauthorized purpose of privileged information acquired in connection with APSIT member’s official activities. Such information, for example, might include knowledge (prior to general announcement) of discoveries or inventions made by other faculty members; knowledge of impending private or public policy changes; possible new sites for government installations; knowledge of impending research or development programs in advance of official announcements or assisting outside organizations by giving them access to such information except as may be authorized by APSIT rules/Government policies.
6. Consultation that imposes obligations that conflict with APSIT’s IP Policy or with APSIT’s obligations to research sponsors.
7. An APSIT member receiving financial compensation for conducting research externally that would ordinarily be conducted within APSIT (particularly situations where a substantial body of research that could and ordinarily would be conducted by the APSIT member within APSIT is directed elsewhere) or some APSIT members may have economic interests in companies. Such economic interests are of consulting or other engagements undertaken by the APSIT member under the aegis of the company that might reasonably be performed through APSIT as part of the APSIT member’s normal duties.
8. Situations where an APSIT member is offered research support from an organization in which the member serves as a director, a member of an advisory board, or as a consultant, or in which the member holds a significant equity position.
9. Situations where the APSIT member occupies a position in a company doing business in the area of the member’s official responsibility which is related to that field i.e., the company’s activities compete with those of APSIT.



10. Situations where the member is involved in independent business ventures as owner, operator or major investor, particularly if that entity is doing business with APSIT.
11. Undertaking or orientation of research to serve the needs of a company in which the individual has an economic interest.
12. Participation by an APSIT member in Institute decisions to purchase research-related goods or services from a company in which the individual has an economic interest.
13. Negotiation or influence upon the negotiation of contracts between APSIT and outside organizations with which an APSIT member has consulting or other significant relationships.
14. Hiring of close relatives by APSIT members in conducting sponsored research, consulting assignments or any related activity in APSIT or any entity associated with APSIT irrespective of whether any monetary compensation is paid or not for such participation.
15. APSIT as an institution possesses both tangible assets, such as its buildings and equipment, research materials like biological materials, chemical samples, prototype devices and equipment, circuit diagrams, computer software and databases and intangible assets, such as different forms of IP as well as its repute and prestige. APSIT members hold custody of the bulk of these assets and must be conscious of the fiduciary duty this entails. The misuse of these assets for personal benefit or use of these assets and resources in sponsored research or in consulting by an APSIT member without referring to the appropriate official the question whether appropriate costs should be defrayed by the outside agency.
16. APSIT members are often called upon to act as consultants in the professions, to advice on the conduct of research, or to give expert testimony before a court of law. Such experts may find themselves in the employ of several clients whose interests are competitive in nature. All types of conflicts to which attention was called in the foregoing points are potentially present here as well. For example, an APSIT member may well be consulted with regard to equipment needed for a laboratory installation to be operated by a client agency and may thus have to choose among suppliers of equipment in some of whom he or she has a substantial interest.
17. APSIT members very often act as expert members/advisors/consultants to one or more government agencies. These positions present special problems with regard to conflicts of interest, even when the APSIT member holds no government-sponsored research grant or contract. When one is a consultant, direct monetary involvement is but one type of problem that can arise. Care must be taken to avoid giving advice that may be of questionable objectivity because of its possible bearing on the APSIT member's other interests. Secondly, any decision that is likely to benefit the private entity raises a needle of suspicion. For example, if an APSIT member is a consultant to a pharmaceutical firm and he/she is also a member of a Government committee to fix the prices of essential drugs and if that decision is going to benefit the said firm. Similarly the APSIT member might be asked to evaluate proposals for new technology evaluation/financing of a new venture or conduct investigation for compliance of government rules by a firm in which he or she has a significant interest, or in which close friends or immediate family have interests.
18. Very often APSIT members act as consultants to industry and/or perform sponsored research for industry and also serve on a committee of an industrial trade association and that association uses the expertise of the APSIT member/goodwill of APSIT to influence or lobby government agencies. The



situation is particularly objectionable if an APSIT member or his/her family member or an associated entity have a financial interest in any business which operates in the industry.

19. An APSIT member publishing or formally presenting research results, or providing expert commentary on a subject without simultaneously disclosing any financial interest relating to such results or such subject.

20. It is improper for a member of APSIT to accept benefits or favours from outside organizations with which the APSIT does or may conduct business, or to extend benefits or favours to employees of the outside organizations under circumstances which might reasonably be interpreted as an attempt to influence the recipients in the conduct of their duties. For example: receipt of any kind of shares in a company during private placement or from director's quota.

21. An APSIT member taking administrative action within APSIT which is beneficial to a business in which he/she has a financial interest.

22. Associating one's name or one's work with the APSIT in such a way as to profit monetarily by trading on the repute of the Institution, rather than on one's professional competence.

23. Speaking or acting or writing as a private person in such a way as to create the impression that one speaks for APSIT.

GUIDELINES FOR MANAGEMENT OF CONFLICT OF INTEREST

Following guidelines are suggested for APSIT members:

- Obtaining appropriate approvals in advance
- Disclosure of conflict situations
- Abstain from participating in a decision-making process involving such situations
- Immediate reporting of the breach of policy
- Disputes should be reported to the appropriate notified authorities of APSIT and APSIT Udaan

Resolution of Conflicts

- In situations in which the objectivity of an APSIT member, due to his/her association with a start-up or company could reasonably be questioned, the Management Committee of APSIT may establish an independent committee to investigate the operation of the start-up/company and possible conflict of interest between the functioning of the start-up/company and the responsibilities towards APSIT of the APSIT member associated with the company. The APSIT member may appeal to the Board of Directors of the Institute for a review of the committee's decisions. The decision of the Board, in this regard, would be final.

- In case of a conflict situation, APSIT expects the concerned people to disclose all information regarding the conflict of interest in a transparent manner to the Institute and other relevant stakeholders. The disclosed information will be evaluated for the genuineness of conflicting interests by the relevant committee/stakeholders using appropriate judgment. The committee will discuss and try to resolve disputes over conflict of interest in such cases, and the decision should be duly approved by the competent authority.



WITHDRAWAL OF SUPPORT

APSIT reserves the right to withdraw its support to any Start-up that it engages with, following a due process of notice. This may involve withdrawal of access to APSIT's facilities, and/or withdrawal of permission to APSIT Member to engage further with the Start-up in any manner, though they and the APSIT Udaan can continue to hold the shares they already possess in the Start-up. It will also involve withdrawal of the status of the Start-up as a Company, from which point the Start-up will be required to desist from advertising itself as such thereafter. Should the need arise; the APSIT Udaan may also seek modifications to the agreement signed with the Start-up through an amendment, in order to protect APSIT's fair name and its interests.

PROTECTION OF APSIT'S FAIR NAME

When a Start-up is designated as a Company, it is permitted to advertise itself as such wherever such advertisement is appropriate. However, such advertising carries with it the risk that in case the Company indulges in improper behaviour or dealings, APSIT's fair name will be tarnished by association with the Company.

In order to protect itself from such risks, APSIT, through the APSIT Udaan, may seek a seat on the Board of the Company, without liability, in order to ensure transparency in all its dealings. The APSIT Udaan may seek access to the un-audited and audited balance sheets of the Company. In certain cases, the APSIT Udaan may even seek visibility of payments above a specified value made by the Company, before such payments are made. All such requirements will be specified in the agreement that will be entered into by the APSIT Udaan with the Company.



SELECTION AND EXIT POLICY FOR INCUBATEES

Provide selection criteria of the incubatee and the mechanism

Selection criteria to select Incubatees

a) Viable Product / Service:

Incubates have a viable product / service, acquired reference customers, a sound business plan for gaining traction, understanding of investment requirement, and a robust set of co-founders.

b) Pre-incubation support obtained or attracted seed capital:

Having gone through pre-incubation process, acquired seed capital and sold product / service to customers

c) Addressing profound problem / needs / gaps:

The incubate solution addresses a real life and compelling problem, needs or gaps, existing or unfolding one (not perceived but can get traction).

d) Innovation: A combination of two or more aspects of new technology, component, gadgets, goods, products, process or marketing are required to establish an innovation. This shall set the solution apart from existing or no existing solutions vs-a-vis competition.

e) Impact:

1. Business angle: innovation, market, scalability, replicability and business sustainability.
2. Social angle: job creation, wealth generation / distribution, skill building and expanding entrepreneurship;
3. Environment angle: least or no impact on environ, inclination to build green processes – procurement, production, and marketing; and
4. Economic angle: adopting circular / replacement economic process to reduce, reuse, recycle and reprocess.

f) Social / Impact ventures:

Innovative social ventures that has identified a core product or service to improve wellbeing of people, society and environment will be encouraged. A minimum of 30% of selected incubatee will be setting up social / impact ventures.

g) Team Strength:

Successful applicants shall demonstrate a start-up thinking: leadership skills to bootstrap a venture in a resource constrained scenario, vision, intelligence, risk taking, problem solving, resilience, curiosity, responsiveness, follow through, working as a team, found a co-founder and known each other and worked on the idea for at least one year, inclusive and holistic perspective and flair for technology. On admission, the incubate will be encouraged to imbibe these qualities.

h) Implementation:

Performative competence, the ability of the team to execute the big vision and overcome obstacles is a requirement to graduate from incubation program. Applicants must provide the required details and proposal for making an admission in the Incubator. Applications for admission to Incubator will be



made in the name of registered (unlisted) companies within the meaning of the Companies Act, 1956. If a company has not been registered, an application may be made in the names of all promoters/ founders; however, the promoters/ founders shall be encouraged to register a company once the market fit for the product/service is established.

Selection criteria to Provide Seed Fund (but not limited to the following):

- Is amount of funding requested enough to reach critical milestone?
- Does the venture have a clear, potentially significant/singular value proposition?
- How big/fast growing is the potential market?
- Are target customers clearly identified?
- How credible is the technology? (Is PoC credible in the opinion of domain experts?)
- Are there regulatory/certification/policy risks?
- What are the sources of sustainable competitive advantage (e.g. novelty, patentability, fair assessment of competitors' product/technology etc.)?
- What is the quality of the business plan (revenue model, product roadmap, market segments, etc.)?

Proposed Terms for Seed Funding:

- Investment mode: Equity ownership in a private limited company
- Equity stake for seed fund: 15% - 25%
- Investment amount: Rs 2 Lakhs - 50 Lakhs
- Investment to be deployed in instalments, tied to significant milestones
- Board of Directors (BoD) representation: 1 BoD seat
- Promoter/Founder stakes: Vesting requirements
- Reporting: Bi-annual presentation to Seed Committee + Quarterly/Annual Financials



DESCRIBE THE EXIT STRATEGY

1. Setting a maximum time limit of 3 years (Average Expected Timeline for Graduation: 36-48 Months)
2. Incentives to exit (Based on the requirements of space for new Incubatees and maturity level/satisfactory progress monitoring etc., Incentives to exit will be decided)
3. Non-performance of the incubatees (Continuous monitoring and evaluation will reveal the progress of Incubatees in meeting the milestones as envisaged. Non-performing Incubatees will be vacated as per the terms and opportunities will be provided to other needy aspirants as recommended by the expert Committee)

Incubate companies will leave the Incubator under the following circumstances:

1. If they raised substantial investment from Angel Investor / Venture Capital Fund / any other investor– Rs. 2 Crores or more.
2. If the Incubatee become self-sustainable (technically/financially) to further proceed with their business for soft landing
3. Completion of stay for twelve to eighteen months (as agreed, in case of ICT/IT/ITES Start-ups), unless the stay is extended by APSIT Udaan based on the request/need of the Start-ups.
4. Underperformance or it is not viable for the business proposition: criteria for the same will be decided and applied by APSIT Udaan based on the decision of the Evaluation Committee on the case to case basis.
5. When the number of employees of the company exceeds 20. However, more than 20 seats will be considered if the cost of each seat will be borne by the Incubatee or on mutually agreeable terms.
6. Change in promoters'/ founders' team without concurrence of APSIT Udaan.
7. Any other reasons including the violation of rules and regulations of the APSIT which APSIT Udaan may deem it necessary for an incubate company to leave APSIT Udaan.



ENTREPRENEURIAL ECOSYSTEM (LOCAL AND INSTITUTE)

An entrepreneurial ecosystem is the social and economic environment affecting local or regional entrepreneurship. Businesses located within places serving as incubators for creativity, innovation, and entrepreneurship have a greater chance of success. According to Babson Global, the ecosystem has six parts: Culture, Markets, Human Capital, Finance, Supports, and Policy.

APSIT IIC has a goal to coordinate, synergize and leverage the various strands of excellence driving innovation and entrepreneurship in a thriving ecosystem consisting of research at the cutting edge of science and technology, a highly successful body facilitating industrial interactions, and incubation in sectors such as rural technologies, industrial solutions and social impact. APSIT IIC supports members of the institute including staff, students, alumni, faculty, and R&D partners, in creating successful business ventures that can translate benefits from technology and knowledge innovations to the society at large.

International Partnerships / Student exchange program/Faculty FDP /Pre incubation/Incubation facility at the institute

RESEARCH AND DEVELOPMENT CELL (R&D Cell)

A. P. Shah Institute of Technology has promoted meaningful scientific industrial Research and Development activities with a vision and mission to pursue and promote Research in Frontier Technologies as well as in the various disciplines of Engineering.

For any education, specifically technical education, the basic model of a 'teaching – only' institution is inadequate to ensure quality education. In all disciplines of technical education, knowledge is dynamic with new technologies being introduced very frequently. In this scenario, it is not possible for the teachers to deliver good quality instructions without being tuned to the current developments in the subjects, for which they must constantly update their knowledge. A well-recognized way to deal with this paradigm is for the teachers to be active researchers in the areas in which they interested. As researchers, they need to understand the past and recent developments in their subject areas.

Research and Development cell was established at APSIT to inculcate research and innovative skills among faculty and students. R&D Cell provides a platform for creativity and innovation to flourish young minds in Institute. Innovative breakthroughs will happen only because of meticulous efforts of R&D. The Institute provides SEED amount to facilitate basic common research infrastructure for individuals to execute collaborative work.

APSIT R&D cell is a nominated committee consisting of Professors from various programs of Engineering. This committee oversees the smooth and efficient coordination of research and development activities in the Institute, thus fostering overall growth. The organizational structure consists of Advisor, Principal, Dean and Coordinators for facilitating the routine functioning of the cell.

Objectives R&D Cell

- To foster scientific temper.
- To generate innovative ideas on academic and societal problems
- To Encourage, Coordinate And Implement Research And Development Programs (workshops/ seminar/ trainings)



- To create awareness on evolving technologies and industrial standards for products.
- Provide scope for faculty and students to work on latest evolving technologies with industry standards through consultancy projects.
- To identify and inform researchers about the appropriate research opportunities announced by different academic, research, industry or government organisations.
- To encourage and facilitate the publication of the research work/projects in reputed academic journals and reputed conferences
- To prepare and implement a research quality assurance mechanism for ensuring that all research activities of the college conform to standard quality specifications.
- To develop, prescribe and administer rules and regulations to ensure the compliance of all researchers to the research quality assurance framework and the research code.
- To encourage Core Competence and Consultancy work
- To create awareness about filing Patents & IPR

R & D Cell Main Activities

- Assists faculty, research scholars and students in filing research proposals for grants from various funding agencies like DST, AAPSITE, and MHRD etc.
- Allocates funds for in-house R & D projects of the faculty, research scholars and students.
- Assists the faculty, research scholars and students in filing of IPRs like patents and copy rights.
- Creating awareness and motivating researchers to work in emerging domains of engineering and technology.

Initiatives taken to inculcate the spirit of research amongst faculty and students are as Follows

A Innovation and Entrepreneurship Development Cell (IEDC)

Innovation and Entrepreneurship Development Cell (IEDC) is established to cultivate an entrepreneurial culture in APSIT and to foster the techno entrepreneurship for generation of wealth and employment by APSITIANS. The IEDC helps the student community to conduct the research work and survey for identifying entrepreneurial opportunities. The main objective of promoting an entrepreneurship among the youth is to nurture the passion for self-employment. This will open the gates for the creation of a new knowledge-based innovative hi-tech ventures, industries and a new breed of techno entrepreneurs and more avenues of employment opportunities, thus turning the job seekers into the job creators and in this process, leading a nation towards the industrial excellence and the self-reliance. The Innovation and Entrepreneurship Development Cell of this college aims towards achieving the above.

Objectives of Innovation and Entrepreneurship Development Cell (IEDC)

- To motivate, support and mentor students to become entrepreneurs for identification, development and commercialization of their innovative ideas
- To create awareness on entrepreneurship among the students.
- To inculcate entrepreneurial spirit and culture of innovation driven entrepreneurship among the students
- To organize Entrepreneurship Awareness Camps, Entrepreneurship Development Programmes (Business Plan Competitions/Innovation Camps/ Hackathons/ guest lectures



/Seminars etc.) and Faculty Development Programmes with active involvement of industry and alumni

- To conduct research work and survey for identifying entrepreneurial opportunities
- To provide various services including information on all aspects of enterprise building, such as preparing project reports, obtaining project approvals, loans and facilities from agencies of support systems and information on various technologies to budding student entrepreneurs
- To initiate innovative student projects each year for innovative product development.
- To arrange interaction with entrepreneurs, bankers, professionals, potential customers and create a mentorship scheme for student innovators/entrepreneurs.
- To act as a Regional Information Centre on business opportunities, processes, technologies, market etc. by creating and maintaining relevant data bases.
- To facilitate creation of entrepreneur's club / E-Cells in the college to foster culture of entrepreneurship amongst students
- To foster better linkages between the Institution, Industries and R&D institutions in the region and other related organizations engaged in promoting Small & Medium Enterprises (SMEs) including NGOs and other Voluntary Organisations.
- To catalyse and promote development of knowledge-based and innovation-driven enterprises and promote employment opportunities amongst youth specially students
- To respond effectively to the emerging challenges and opportunities both at national and international level relating to SMEs and Micro Enterprises.
- To provide need-based consultancy services to industries.
- To channelize the knowledge and energy of youth towards becoming active partners in the economic development process.

B Research Publications:

As a result of tireless efforts taken in the research activities, the college has to its credit many research publications in National and International peer reviewed Journals. The faculty members have also presented research papers in various reputed national and international conferences. The total ---- research papers have published during academic Year 20---- to 20---, out of which ----- research papers have been published in journals and remaining have been published in conferences.

C Research Projects:

One of the important criteria to judge the performance of research output of the institution is to obtain recognition by reputed Government/Autonomous sponsoring agencies towards generation of funds to conduct quality research. The institute would attempt to receive a number of research grants from agencies like DST, AAPSITE, IEI, DRDO, CSIR etc. in near future. In addition to this, APSIT has also encouraged the faculty members to initiate research by giving the seed money to undertake various minor research projects.

D Ph. D. Programs:

Quality engineering education coupled with innovative research and development is absolutely essential towards the overall faculty development. The APSIT encourages higher education of faculty members to keep abreast of continuous technological development. Accordingly Institute promotes participation of faculty in innovative research by providing a conducive environment, necessary facilities and motivation.



PREINCUBATION

To have your own Start-up you need to know the “Technical know-how” of today's industry. Here we provide such a pre-incubation centre for students to develop, evolve, and learn from their mistakes and progress. Pre-incubator can be defined as a risk-reduced environment where entrepreneurial ideas are pre-filtered for market viability thus helping to avoid greater costs and failures of setting up new company in the further phases of business development. Besides equity gap lack of pre-seed finance is critical to promote business ideas into new innovative firms. In addition to inspiration and awareness inventors of new business ideas need professional coaching to turn in new firm and follow-up services (consultations, mentoring, infrastructure) until it is ready to pass the entrance criteria of Business world. Without support inventors often fail before or after setting firm.

Support through Pre-incubation facilities-

A. R&D Cell - Research and Development cell was established at APSIT to inculcate research and innovative skills among faculty and students. R&D Cell provides a platform for creativity and innovation to flourish young minds in organization. Innovative breakthroughs will happen only because of meticulous efforts of R&D. The organization provides SEED amount to facilitate basic common research infrastructure for individuals to execute collaborative work.

B. Industry Institute Interaction cell (III Cell) – To improve the quality of technical education adequately, to meet the needs of the Industry, society and economy, technical education system should operate at optimum efficiency and should produce good quality engineers who will deliver quality product to employers. To optimize the deployment of physical and human resources of Institutions and Industries in the pursuit of development of technical manpower & to enlist participation of industry in technical education programs, with a view to have better interaction between Industries and Institute, APSIT has started **Industry Institute Interaction Cell (IIIC)**.

APSITSKILLS CENTER - APSIT skills is an initiative of Parshvanath Charitable Trust's APSIT to provide training and international certification in the futuristic technologies under one roof for engineering graduates in India. APSIT Skills Center is an innovative model for teaching and learning globally trending technologies to achieve the industrial objective through hands-on training. APSIT offers myriad ways of building engineering career through its strong industrial collaborations. College provides opportunities to master globally trending technologies of future at no extra cost. APSIT Skill Centre is presented as the most adequate educational methodology for the overall/all-round development of students. This skill centre is based on globally trending technologies, international certification, and industrial collaborations. Students will have hands-on experience, potentiating their personality and taking them closer to reality.

INDUSTRY COLLABORATIONS WITH APSIT SKILL CENTER

Following Globally trending technologies and industries are collaborated with APSIT Skill Centre department wise

A. Computer Engineering/IT/ EXTC

- NVIDIA Deep Learning Institute
- Block-Chain Council Membership



- Redhat Linux Academy Centre
- Open Source Experimental Lab
- Oracle Academy
- AWS Academy & AWS Educate
- Dell EMC Academic Alliance
- E-Yantra Robotics Lab
- Texas Instruments Innovation Centre
- CISCO Networking Academy
- Partnership with Leading India
- VMware IT Academy
- SAP University Alliance
- AYURUS Academy Excellence Centre
- Google Sponsored Machine Learning
- Game Development Club
- Unit Game Development Academy Alliance
- Palo Alto Networks Cybersecurity Academy
- UiPath Academic Alliance
- Corel Authorized Training Centre
- Digital Marketing Academy
- APSIT Academy
- TMF Academy

B. Mechanical Engineering

- MSC Software Training Centre
- Siemens Centre of Excellence
- "Dassault Systems" CLIC Program
- ANSYS Authorized Training Centre
- Autodesk Hub
- E-Yantra Robotics Lab
- Texas Instruments Innovation Centre



- BMW Skill Next

- CNC & VMC Training Academy

- UiPath Academic Alliance

- ICY Academy

C. Civil Engineering

- MSC Authorised Training Centre

- Siemens Centre of Excellence

- Bentley Institute Academic Program

- Autodesk Hub

- Oracle Academy

- "Dassault Systems" CLIC Program

- APSIT Academy



APSIT SKILLS LAB FACILITIES-

1. AYRUS Centre of Academic Excellence & Innovation

A.P. Shah Institute of Technology has recently signed a memorandum of Understanding with AYRUS Global. Through this MoU AYRUS Global recognizes AP Shah Institute of Technology as an Innovation Centre and Academic Excellence Center for AYRUS. Students will be able to use various Sensors, solar power based cameras, GPS trackers and home automation kits for their final year BE Project. The aim of this academic centre is to provide training to students on

- a. The installation and use of different types of cameras like IP based dome cameras, bullet cameras on the 4G network.
- b. Configuration installation & troubleshooting of Digital Video Recorder (DVR).
- c. Installation and application of solar power video doorbell, solar cameras
- d. Installation and use of body camera in the field of Robotics.
- e. Installation and application of various sensors like motion sensor, ceiling mount PIR sensor door sensor for home automation and smart home.
- f. Use of Fingerprint, RFID for recording attendance and use of CLOUD software for manpower services.
- g. Use of Audio & Video conferencing device.
- h. Installation and use of GPS tracker device on a vehicle.
- i. Installation and application of AI based Human Tracking Camera.

2. ASHNIK Open Source Experimental Lab

Open Source Experimental Lab for Emerging Technologies' is a collaborative effort of APSIT and ASHNIK to impart skills in the areas of open source technologies including Database, Docker, Elastic Stack Analytics, NGINX, and Cloud Computing to develop sufficient industry needed skills for students. Linux and Open Source are changing the face of computing. Companies large and small are embracing Linux and Open Source for many reasons, including cost, reliability, flexibility, and availability. Open Source Experimental Lab (OSE Lab) is well equipped with the latest servers. Guidance is provided to the students by a team of professors and committee members. The labs are kept open after the college hours to enable the students to engage themselves in getting practiced with Laboratory experiments in their leisure hours. The lab will be used to train the students to make experiments to get familiar with the emerging open source technologies.

ASHNIK and APSIT have collaborated to set up an "Open Source Experimental Lab for Emerging Technologies" Lab in the campus to help students and faculty members enhance their skills in areas of open source technologies including Database, Docker, Elastic Stack Analytics, NGINX, Cloud and Linux Platform. This lab aims at providing knowledge of emerging open source technologies and expose students to open source software's.



A joint committee has been formed comprising of professors, students, representatives of APSIT and ASHNIK that will continuously discuss on content, delivery etc. The Committee will monitor and review the activities under these program and will also mentor the participating students. While doing each program participant will have access to various open source communities for participating in their projects on their interest and to get additional study material and resources to interact with experts & participate in discussions.

3. Salesforce Student Chapter

Salesforce is a customer relationship management solution that brings companies and customers together. Its one integrated CRM platform that gives all your departments — including marketing, sales, commerce, and service — a single, shared view of every customer. Deliver the personalised experiences your customers expect by using the integrated CRM platform that we call our Salesforce Customer 360 Platform. It provides powerful, connected products for improving your marketing, sales, commerce, service, IT, and more. When you buy Salesforce, you're not just buying a CRM platform; you're joining an inclusive community of over 10 million innovators, disruptors, and community shapers we call Trailblazers. With free online learning from Trailhead, they're learning the skills to improve their companies and careers.

4. e-Yantra Robotics Lab

To address futuristic needs of industrial automation, eYantra Robotics Lab (eYRL@APSIT) is setup in collaboration with IIT Bombay. eYRL facilitates Design and Development of Industrial Robotic Automation. Project e-Yantra is an initiative to spread education in embedded systems and Robotics by IIT Bombay. This program is sponsored by Ministry of Human Resource Development through the National Mission on Education through APSIT (NMEAPSIT). E-Yantra Lab Setup Initiative (eLSI) supports the infrastructure creation at colleges by providing a platform for training teachers both in theory and applications of Robotics. A. P. Shah Institute has established Robotics Lab under E-Yantra Lab with the help of eLSI.

5. MAC Club

The MAC is a club of students from the APSIT who design & fabricate solar based automotive which are operated by a DC motor. The purpose of the MAC club is to build up interest towards theoretical as well as practical knowledge, along with management and team work among under graduate students. It gives students hands on experience in designing & manufacturing. The main aim of the club is to reduce the usage of organic fuel powered vehicles and design environment friendly electric power vehicles.

6. Bennet University Times of India Group Partnership with Leading India

APSIT has a tie up with an initiative by leadingindia.ai on AI and deep learning Skilling and Research which is in collaboration with technology giants like Bennett University, Brunel University, IEEE



computer society, AWS educate, UCL, and many more. It has the potential to change the landscape of AI Research in India. Students are provided with the certificates for the workshops and research group participations. All the training material required is made available to the students. Assessment of the working of the research groups via progress report, Skype Calls, Webinars is done in a professional manner. Various competitions in Deep learning are held for the students to give them a chance to put their work on display all the above-mentioned facilities are provided to APSIT students completely free of cost. Courses & Workshops: Every year college conducts introductory and advance certification courses for APSIT students.

1. A Course on "AI and Deep learning" for students and faculties
2. Machine learning Lab
3. Two days Certification program by Bennett University

7. 'Utter' Virtual Language Lab

Utter gives learners access to a fun learning environment that aims at building confidence and giving people the opportunity to not only grow in their careers, but their personal lives as well. It's now a lot easier (and a whole lot more fun) to improve your English speaking, reading, and writing skills – download Utter, and start the conversation! Learn English with our Chabot for just 10 minutes each day, or learn from our teaching experts, and you'll become more fluent and confident with the English language in no time.

During the early stages of entrepreneurship, having the right environment and the right network is highly important. The Pre-Incubation Programs gives a nascent entrepreneur the right platform to launch his /her idea and move forward to develop it into a marketable Minimum Viable Product (MVP).



INCUBATION FACILITIES - APSIT Uddan Incubation centre

A start-up incubator is a collaborative program designed to help new start-ups succeed. Incubators help entrepreneurs solve some of the problems commonly associated with running a start-up by providing workspace, seed funding, mentoring, and training. The sole purpose of a start-up incubator is to help entrepreneurs grow their business.

Usually business incubation is a process of nurturing and developing a new business idea and helping businesses to grow and survive. The incubator itself is an environment, either virtual or real, within which incubation takes place. The following infrastructural facilities will be offered to the incubatee companies on an individual basis, apart from a set of shared/ common infrastructure mentioned hereinafter:

Physical Infrastructure

- Fully furnished offices – Office space & basic furniture: Company specific
- Personal computers, Printers
- Telecom facilities
- Broad Band Internet connectivity
- Laboratory Facilities of Incubation Labs - Access to departmental laboratories and other resources for products development purposes

Business Support

- Business plan assistance
- Mentoring support - Pool of mentors, experts in technology, legal, financial and related matters, with or without consideration
- Access to professionals with legal, financial, accounting, IP and industry expertise
- Showcasing events for exhibition of products and solutions
- Networking events to facilitate interaction with investors and industries Training programmes and seminars relevant to entrepreneurs NEST (such as alumni, Venture Capitalists, industry professionals)
- Consulting services - In addition, APSIT Uddan will also build up information and knowledge pool to be useful generically for start-up companies. APSIT Uddan will coordinate with APSIT Skills Centre at APSIT on management education and training programmes designed for start-up companies.

Shared Resources

- Meeting and conference rooms equipped with projectors & audio/video conferencing facilities
- High-end photocopying, fax, scanning machines Pantry facilities
- Lab facilities
- Library Facilities



Entrepreneur Infrastructure

- Common Computation facilities for the entrepreneurs have been set up. Physical infrastructure like office, workshop space on an affordable basis is made available to the entrepreneurs.

Multimedia facility

- Dedicated multimedia facilities for remote board meetings and video conferences are fully running. Regular meetings are held with the IIC partners through video conferencing. This is to keep pace with the developing technologies in other countries.

Library facility

- The incubates at IIC can have access to APSIT, Thane central library at very nominal charges.

Access to Skilled Resources

- IIC is strongly supported by the APSIT Thane, a reputed institute in the field of science and technology. APSIT, Thane provides the incubates at IIC with enormous intellectual resources, laboratory and library facilities of all the departments in the institute. Our alumni network also works for IIC to foster incubation



ACTIVITIES PLANNED

A. ONLINE LECTURES

1. Technology series
2. Innovation and Entrepreneurship development series
3. Intellectual Property rights series
4. Management series

B. TRAINING PROGRAMS

1. Pre-incubation and incubation Management - Pre-incubation is the term used to describe support services to would-be entrepreneurs before they launch their business. These services can include proactive identification of would-be entrepreneurs, helping them to develop a proper business plan, training and advice on forming a company. Advice and Assistance will also be provided to entrepreneurs with company registration procedures.
2. Entrepreneurship development Program
3. IPR and Technology Transfer
4. Design Thinking & Innovations

C. Offering Credit Courses and EDPs

Students will be offered credit courses such as Business Model Development, Project Evaluation, Project Financing, Project Management, Social Entrepreneurship, Entrepreneurship and Family Business etc. In the long run, such courses will be offered as Executive Development programs to benefit the entrepreneur eco-system around, Thane.

APSIT IIC could shortlist a few courses from edX, Coursera, LinkedIn Learning, Lynda and other online platforms as "Elective Courses" in Entrepreneurship and Finance that students can enroll for, provide guidance to students for selection of other courses as electives, and also provide suitable credit to students availing these courses during their undergraduate courses. Such courses are useful to understand basic theory and practice of entrepreneurship and finance. While many courses are available free, a few are paid. Entrepreneurship courses are appropriate for anyone interested in starting and growing a successful business.

D. PLANNING COMPETITIONS AND WORKSHOPS

a. The Idea/POC Competition

APSIT IIC organises the Idea/POC competition every semester to promote innovation among students. The industry could be any industry and the problem could be technical, design related or service related. Individual students or teams can identify unmet customer needs, develop/design new products or services that meet those needs up to the proof-of-concept



stage, and develop business models to support the creation and launch of those products or services. These could be funded through the various grant schemes of the government administered by DST, TIFAC, DBT or by the industry itself. Finally, the same could then be presented as a five-minute pitch program conducted annually in front of experienced judges and mentors. The best three ideas can receive awards/certificates. The shortlisted ideas/PoCs will get an opportunity to receive intensive mentoring sessions, may get funding as well as send his/her Idea/Poc to National Innovation competitions.

b. Annual Business Plan Competition

It encourages students to team up complementing/competing the expertise required for leadership of a successful enterprise. Winners will be given expert mentoring as well as the support to incubate the enterprise in Udaan Incubation Centre apart from the prizes.

c. Ideation Workshops

The need for entrepreneurs is continuously growing as competition gets tougher and the world becomes increasingly globalized. Whether one is starting one's own company or innovating within an existing company, having an entrepreneurial mind-set is the key to success. The ideation workshop is two days long and the goal of the Ideation Workshop is to train students' creative mind-set and inspire them to become great entrepreneurs.

Students can:

- Learn to identify business opportunities where other people can only see problems
- Understand social challenges and know how to analyse the context
- Screen new technologies and quickly understand how they can be applied to solve a problem
- Use creative tools and techniques to generate great ideas
- Build innovative business models
- Make rapid prototypes and use visual communication to create a great presentation of their ideas
- To participate in the upcoming Ideation Workshop, please contact our team over email.

d. Awareness Camps

Innovation & Entrepreneurship Development Cell of APSIT conducts Entrepreneurship Awareness Camps at APSIT for its students. The main objective of this Entrepreneurship Awareness Camp (EAC) is to create awareness among students of Engineering and Science courses about various facets of entrepreneurship as an alternative career option. The idea of organizing this workshop is to inculcate the fundamentals, key concepts of Entrepreneurship in the Science and Technology among students.

** The programme may get funding by National Science and Technology Entrepreneurship Development Board (NSTEDB), under DST-NIMAT project of Department of Science and Technology, Government of India supported by Entrepreneurship Development Institute of India (EDII).*



The main attractions of the camp are as follows:

- Successful Entrepreneurs will be invited for expert lecture.
- Practicing entrepreneur's success stories – common problems faced by entrepreneurs will be discussed.
- Grant, funding and loaning from banks, agencies will be discussed.
- Improving communication skills (interacting with people) for better results will be discussed.

e. Accelerator Program

Our 12 months Accelerator Program is focused towards promising early-stage start-ups. Selected start-ups receive mentorship, strategic direction and access to local/global mentors and partners.

f. APSIT Innovation Club

Innovation Club at APSIT is a team of exceedingly driven members of the student community who wish to promote the entrepreneurial ecosystem on the campus. Innovation club aims at providing a platform for student innovators to showcase their potential. To promote the entrepreneurial ecosystem at APSIT and be a part of success stories of student entrepreneurs is the vision of Innovation Club. Innovation club organizes several events for the student community of APSIT as well as volunteers the events organized by APSIT IIC.

Culture: The student projects ideas through the brainstorming sessions.

Conduct: Workshops, meet-ups and hands-on-training programs in the field of entrepreneurship and scientific technology.

Connect: Become a part of research conclaves and start-up competitions in the field.

Objectives:

To cultivate a self-sustainable centre for Entrepreneurship

To identify potential student's project ideas and catalyse transformation into pre-start-ups with the cumulative efforts of the members of the innovation club

To promote innovative entrepreneurship among student community of IISER Bhopal

E. PBL

Nowadays Industry expects engineers to have skills like critical thinking, problem solving, ability to work in team, make presentation of the ideas and technology developed etc. Project Based Learning is a novel teaching PBL method, designed to address these requirements to make your ward ready for Industry. It helps students to learn better and it motivates students to gain knowledge, and remember it longer. Moreover it gives students the chance to apply the skills they learn in Engineering to technology to real-world situations. The skills acquired will help your ward to succeed in professional life.



F. EXALT

A P Shah Institute of Technology conducts a technical fest called Exalt every year. The event is meant to provide a stage for budding engineers to showcase their skills and innovation. The motive of this event is to develop various skills of students in co-curricular activities & to expose them to the current trends in the technical & professional fields.

Each department organizes events related to their field. We have following departments – Computer, I.T., EXTC, and Civil & Mechanical. With events like technical paper presentation, poster presentation and various technical games, participants are put through the grind to prove their technical acumen. The winners were encouraged with cash prizes, trophies & certificates. The Organizing Committee includes MESA, CMSA, ITSA, CESA, and IETE & Student Council.

Exalt includes various events like:

- Technical Quiz
- Project Presentation
- Poster Presentation
- Mathletes
- Robo Race
- Floating Deck
- Network Debugging
- Problem Statement
- Sprint Design
- And many more ...

Under Mechanical Department events like Pictionary, MSE Wall, Robo Race, Airplane Crafting etc. Events like Network Debugging, Code Satta, Jerry Busted, Code X etc. were organized by Computer & IT Department. A few star events organized under Civil Department includes Floating Deck, Bridge It etc. lastly EXTC Department had come up with events like Circuit Building, Space Soccer, AR Gaming, Touch Me Not and many more. The events were successful enough to attract almost all the students of the institute.

G. APSIT SKILLS INTERNSHIP

APSIT skills internship program would assist students to have hands on trainings and practical experience, enhancing their personality, networking and taking them closer to reality.

It's a four week 160 hours program with a project in the last week after 2nd, 4th, 6th and 8th semester, as per AAPSIT guidelines. For the holistic development of students we have incorporated five domains Technology, Management, Business, Personality development and social responsibility.

We have developed a structure based on Student mentors and mentees under the guidance of Faculty Mentors. Our group of final year students are looking after the 2nd, 3rd and 4th year interns as mentors. These student mentors are maintaining the records and updating faculty mentors about the progress of the 15-20 interns assigned to them. This year we are taking the advantage of online training platforms.



H. TALENT FEST (Technical & Cultural)

1. **APSIT TALENT FEST** is an open festival for all hosted by the students of APSIT. It's an amalgamation of cultural, arts, literature, technical and gaming events comprising of intellectual as well as fun and creative events with a variety of scope for all. It's not just any event organised, but an open platform welcoming all with an opportunity to showcase their talent to the entire city. So join us and express your hidden gems of talent and also compete with the best.

a. Project Presentation

"Every project is incomplete if it's not understood by the people". Presenting something is not just about having information, it needs urge to deliver up to audience. For all those who stand out by their extraordinary talent to mark their point, here's the opportunity. Let your voice sounds be real n clear.

b. Poster Presentation

Good art inspires, Good Designs motivate. So now is your chance to woo us all with your creativity and your artistry... APSIT brings to you, the Poster Presentation Competition where you'll have to think outside the box, and put your best designs forward... So Join in and let your Designs be fresh and Native.

c. Dream Tech

"No matter what people tell you, words and ideas can change the world" - Dead Poets Society (1989) All that a start-up truly needs is an idea - one that is truly innovative, one which can take the world by storm. So get the gears in your head turning and give us the best idea for your dream start-up in DreamTech. No matter how outlandish or challenging the idea may seem, present it to us in the best possible way and give wings to your start-up dreams!

I. ICASTe - The Prism of Conference

A.P. Shah Institute of Technology, Thane (Mumbai, Maharashtra) with pride presents International Conference on "Advances in Science, Technology and Engineering" (ICASTE-20--), The Prism of Conferences in the college campus in January. The broader objective of ICASTe-20-- is to provide a forum for students, faculty, industry and researchers to share their ideas, stimulate creativity, facilitate inter-disciplinary development, motivate and inspire emerging talents. The purpose of the conference is to bring together researchers from around the world who are interested in exploring new trends in the field of technology.