

Guidelines for Applying for Financial Support under “Student’s co-curricular Activities Scheme”

1. The college has earmarked a grant of Rs 10.0 Lakh per year for financial support to UG/ PG students under “Student’s co-curricular Activities Scheme”. The students can avail above grant for (i) BE/ ME projects (ii) Inter-collegiate project competition at university level (iii) Participation in competitions organized by IITs and professional bodies etc (iv) Competitions at National or International level – SAE Formula, Spark etc. A student or a team of students who are taking part in Project/ Activity can apply for grants to the college under above scheme provided they have maintained 50% attendance in their academics. Funding will be given only if the Project/ Activity is related to curricular activities and adds to the academic/ professional values of the group.
2. In case of individual projects, a student will be granted maximum of Rs 10,000/- in an academic year. This could be equipment cost for BE/ ME projects, travel cost for participating in a competition or publication cost in a reputed journal. However, if there is a team of students who are involved in a high cost project (preferably multi-departmental), the upper limit for grant is Rs 1.5 Lakh. The above funds could be used partly for equipment and partly for travel/ transport/ registration etc.
3. It is envisaged that college will organize Technical Project Presentation Competition (TPPC) every year in month of March. BE/ME or other short listed projects at TPPC will be considered for funding. Students applying for grants for their BE/ ME projects have to participate in above college level TPPC.
4. In case of high cost projects involving a team of students,
 - (a) The main member of the team has to apply for grant in a prescribed form. He will be responsible for keeping records and submission of expenditure details to the college.
 - (b) The project competition should be hosted by a bonafide and reputed academic institute or professional body.
 - (c) Student or the team should have invitation or a letter from the host indicating that they are allowed to participate in the event.
 - (d) Applicant would provide break-up of expenses and sources of funds under different heads such as component/material cost, fabrication cost, transport cost, travel cost and registration charges etc.
 - (e) Applicant and his team will make a PPT presentation to the committee, giving salient features of technical feasibility, budget, sources of funds and role of various team members in the project.
 - (f) The main member of the team would submit (i) Report of the event and (ii) Utilization Certificate along with supporting bills, receipts etc within 10 days of completion of the event.
 - (g) The equipment built under above project would be given to the college after the event.
5. A committee would evaluate the applications for funding, and make suitable recommendations to the Principal as regards the acceptance of the proposal or the extent of grant that can be sanctioned. Based on the recommendations of the committee, the Principal would decide on the acceptance of the proposal and the extent of funding. The decision of the Principal would be final. The funds will be disbursed through accounts department of the college.