संत गाडगे बाबा अमरावती विद्यापीठ
विद्यार्थी विकास विभाग

दूरध्वनी : २६६८०४७ Website:www.sgbau.ac.in/Student Development/Letter Email:directorsd@sgbau.ac.in

क्र.संगाबाअवि-१३/विवि/**०३**/२०२१
दिनांक : ०२.०१.२०२१

प्रति,
मा.प्राचार्य/विभागप्रमुख/प्रभारी अधिकारी
सर्व संलग्नित महाविद्यालये/पद्व्युत्तर शैक्षणिक विभाग/
पद्व्युत्तर शैक्षणिक विभागाचे प्रशासकीय केंद्र,
संत गाडगे बाबा अमरावती विद्यापीठ

विषय : विद्यापीठ विनियम क्र.१२/२०१९ अन्वये विद्यार्थी विकास विभागाद्वारे राबविण्यात येणाऱ्या विविध योजनांकरीता आवेदनपत्र पाठविण्याबाबत...

महोदय/महोदया,

उपरोक्त संदर्भाकित विषयाचे अनुषंगाने आपणांस कळविण्यात येते की, शैक्षणिक सत्र २०१९-२०२० पासून संत गाडगे बाबा अमरावती विद्यापीठाद्वारे खालीलप्रमाणे विविध योजना विनियम क्र. १२/२०१९ अन्वये राबविण्यात येणार असून योजनेची विनियमावली सोबत जोडली आहे.

अ.क्र.	राबविण्यात येणाऱ्या विविध योजना	विनियमाप्रमाणे अंतिम तारीख	सत्र २०२०-२०२१ करीता निश्चित करावयाची अंतिम तारीख
०१.	संत गाडगे बाबा कमवा व शिका योजना	३१ ऑगस्ट	**१५ जानेवारी, २०२१**
०२.	संत गाडगे बाबा विद्यार्थीनी बस पास सवलत योजना	३१ ऑगस्ट	**१५ जानेवारी, २०२१**
०३.	संत गाडगे बाबा शुध्द पेयजल योजना	३१ ऑगस्ट	**१५ जानेवारी, २०२१**
०४.	संत गाडगे बाबा विद्यार्थी शिक्षण संरक्षण योजना	३१ ऑगस्ट	**१५ जानेवारी, २०२१**
०५.	विद्यार्थी विकास निधी शिष्यवृत्ती	३० सप्टेंबर	**१५ जानेवारी, २०२१**
०६.	स्व.प्रा.रामप्रकाश शामलालजी राठी स्मृती शिष्यवृत्ती	३० सप्टेंबर	**१५ जानेवारी, २०२१**
०७.	संत गाडगे बाबा विद्याधन योजना	३० नोव्हेंबर	**१५ जानेवारी, २०२१**

आपणास विनंती करण्यात येते की, सोबत जोडलेल्या विनियमानुसार विद्यार्थी विकास मंडळ कार्यालयाचे सॉफ्टवेअर हाताळण्यासंबंधी दिलेल्या मार्गदर्शक सुचनेनुसार **http://www.sd.sgbau.ac.in तसेच विद्यापीठाच्या www.sgbau.ac.in या संकेतस्थळावरील Homepage मधील Online Services यामधील Student Development या Link वर** दिलेले आवेदन पत्र सत्र २०२०-२०२१ मध्ये आपल्या महाविद्यालयातील पात्र असलेल्या विद्यार्थीनींकडून भरुन घेवून प्राप्त आवेदन पत्राचे **Hard Copy** प्राचार्यांचे/विभागप्रमुखांचे स्वाक्षरीनिशी व आवश्यक त्या कागदपत्रांच्या सत्यप्रती स्वाक्षांकित करुन संचालक, विद्यार्थी विकास विभाग, संत गाडगे बाबा अमरावती विद्यापीठ, अमरावती यांचे कार्यालयास **दिनांक १५ जानेवारी, २०२१** पर्यंत किंवा पूर्वी पोहचेल या बेताने पाठवावी.

सोबतचे आवेदनपत्रात विद्यार्थ्यांची माहिती महाविद्यालयामार्फत, प्राचार्यांचे/विभागप्रमुखांचे स्वाक्षरीनिशी, आवश्यक त्या **कागदपत्रांच्या सत्यप्रती स्वाक्षांकित नसल्यास अथवा ऑनलाईनद्वारे भरलेला अर्ज** सादर न केल्यास तसेच विहित मुदतीत आवेदन पत्र प्राप्त न झाल्यास आवेदन पत्र विचारात घेतले जाणार नाही याची कृपया कटाक्षाने नोंद घ्यावी, ही विनंती. सदर माहिती ही विद्यापीठाचे www.sgbau.ac.in या संकेतस्थळावर **Students Development** या शिर्षातील **Letter** या उपशिर्षामध्ये उपलब्ध करण्यात आलेली आहे. कृपया नोंद घ्यावी, ही विनंती.

आपला विश्वासू,

(डॉ. दिनेशकुमार सातंगे)
संचालक,
विद्यार्थी विकास,
संत गाडगे बाबा अमरावती विद्यापीठ

सहपत्र : विनियम क्रमांक १२/२०१९

प्रतिलिपी :
०१. मा.कुलगुरू, संत गाडगे बाबा अमरावती विद्यापीठ, अमरावती
०२. कुलसचिव, संत गाडगे बाबा अमरावती विद्यापीठ, अमरावती
०३. वित्त व लेखा अधिकारी, संत गाडगे बाबा अमरावती विद्यापीठ, अमरावती.

REGULATION NO. 12/2019

REGULATION OF BOARD OF STUDENTS' DEVELOPMENT

Where as it is expedient to frame the regulation for "**Board Students' Development** " the Management Council is hereby pleased to make the following regulation.

1. This regulation may be called as "**Regulation Of Board Of Students' Development** ".
2. This regulation shall come into force w.e.f. the date of its passing by the Management Council.

DEFINITIONS

In this Regulation, unless the context otherwise require :

1. "University" means the Sant Gadge Baba Amravati University.
2. "Board" means Board of Students' Development constituted under the provision no. (2) of 55 of Maharashtra Public Universities Act -2016 .
3. "Chairman" means Chairperson of Board of Students' Development of the University.
4. "Director", means Director of Students' Development of the University.
5. "Person in charge means a teacher and member of the various committee appointed by the Board or the Chairman
6. "Teacher" means as defined in the provision mentioned in (61) of (2) of Preliminary of Chapter I of Maharashtra Public Universities Act -2016.
7. "Manager" means a teacher appointed by the Chairman to accompany the University team for participating in the Inter University or other tournaments/ competition/ event.
8. "Coach" means a Person/teacher proficient in particular event appointed by the Chairman to give coaching to the selected team and accompany the University team for participating in the Inter University or other tournaments/ competition/ event.
9. "Centre" means place fixed by the Board to conduct a particular event.
10. "College" means a college conducted by the University or affiliated to the University
11. "Committees" means committees appointed by the Board or the Chairman.
12. "District Co-ordinators" means as defined in the provision mentioned in (g) of (2) of 55 of Maharashtra Public Universities Act -2016.

All the words and expressions appearing in these regulation and not here in after defined shall have the same meaning and connotation to them as in the Maharashtra Public University Act -2016, statutes, ordinances and regulations.

MEETINGS OF THE BOARD

1. The meeting of the Board of Students' Development shall be conducted as per the provision given in the Common statute no. 4/2019.
2. Ordinarily as mentioned in statute the two meetings shall be held in the month June and February of every year.
3. In the first meeting generally the following agenda should be considered.

1	Supplementary Budget;
2	Yearly Programmes;
3	Preparation and implementation of Various schemes and policies designed by the Board;
4	Fixation of Dates of Meritorious and Best Cultural Activist Award Function;
5	Finalisation of Guest for the program of Meritorious and Best Cultural Activist Award Function;
6	Appointment of various judges to adjudge the performances of the Youth Festival;
7	Nomination of Manager and Coaches for various events;
8	Preparation of new policies and schemes for the particular academic year;
9	Studentsô Council Election

d. In the second meeting of the Board following agenda should be considered:

1	Yearly Report of the achievements of the Board to present before the Senate;
2	Financial Provision for the new academic year;
3	Yearly report of the Studentsô Grievance Redressal Cell;
4	Yearly report of the Studentsô Development Cell;
5	Device, Develop and Implement new scheme;
6	Annual Report regarding sexual harassment and studentsô ragging cases handled in the particular academic year.

RULES & REGULATIONS

1) Board will constitute a committee under Chairmanship of retired Principal for smooth functioning and preparation of election programme Students Council at college and University level. Other members will be decided by Board from time to time every year.

2) Board will constitute a Sub-Committee amongst the members of the board & student council to monitor each activity of board of Students Development and will submit its report to Hon'ble Vice-Chancellor every month.

3) Budget of the Board of Students Development and University Student Council will be prepared separately in the month of August every year for next financial year.

4) Term of office bearers of student council on board will be based on the formation next/new student council.

5) Any office Bearer who fails in summer examination in the respective academic session his/her membership on the Board will be ceased automatically from day of declaration of result.

6) In each meeting Report on student grievance cell and student development of University and college shall be discussed and necessary suggestion & action shall be proposed.

7) Report will be prepared by Director of Board of Student Development.

8) Board will conduct Yuva Mahotsav at University level every year. Yuva Mahotsav will be completed between last week of September, to first week October every year.

9) Board will Organize Avishkar Research festival between 15th October every year at college and University level

10) Board will conduct Vidyarthi Sansad at every district, between 12th to 26th January every year.

11) Board will organise the óMy Home India Programmeô to develop the students interest in interstate living to strengthen the national integration.

12) Board will think and take appropriate action on the annual report of Board of Student Development submitted by Director, Board of Student Development and forward it to senate. Board of Student Development will submit its annual report before 30th June of every calendar year.

13) Board will chalk out and monitor activities for NSS and NCC on the recommendation of respective authority. All Programmes and activities in this regard should be finalized before 31st May of every year.

CONDUCT OF YOUTH FESTIVAL

1. **Annual Youth Festival (Yuva Mahotsav)**: The Board shall annually hold Inter Collegiate Cultural Festival ñYouth Festivalò on such dates as may be fixed by the Board. The Cultural Festival shall be open for all the affiliated Colleges, Recognized Institutes, Autonomous Colleges and University Teaching Departments and shall be conducted in accordance with rules and regulations prescribed by Association of Indian Universities (AIU) from time to time.
2. **Appointment of Subcommittee**: The Board may appoint a Subcommittee of the following members to supervise, control and conduct the Youth Festival and to select the cultural team of the University to represent in the competitions such as Indradhanushya, Central/West Zone Inter University Youth Festival and other.

a.	Chairman of the Board of Studentsô Development or his nominee	Chairman
b.	Three members connected with the University having specialization either in Dance/Theatre/Literary/Fine Arts/Music	Members
c.	Chairman/His Nominee may co-opt one expert not connected with University, if he/she so desires	Member
d.	Director StudentsôDevelopment	Member Secretary

3. **Functions of the Committee:**
   a.The committee shall scrutinize the received proposals from various affiliated colleges and shall visit the selected colleges for consultation with the Principal.
   b. The committee shall check all the parameters that have been decided by the Board to organize for the Youth Festival.
   c. The committee shall also submit the list of the equipments, instruments, arrangements required for the organization of Youth Festival. It shall also ensure prior to organization of the event that the recommended arrangements by the committee shall have been made by the college.
   d. The committee shall verify the results given by the judges appointed for various events and select the University team to represent the University in the Central Zone Youth Festival considering the multiple utility of the artist. The committee has to select the candidate according to merit given by the judges.
   e. The members of the committee are entitled to receive the T.A. and D.A. as per the norms of the University.
   f. The committee also supervise all the required necessary facilities during the conduct of Inter Collegiate Youth Festival and guide the organizing college about the shortfalls.

4. **Events for Cultural Festival – Youth Festival**

(A)	Music	Classical Vocal Solo (Hindusthani/Karnataki)
		Classical Instrumental Solo Percussion
		Classical Instrumental Solo Non Percussion
		Light Vocal (Indian)
		Western Vocal (Solo)
		Group Song Indian
		Group Song Western
		Folk Orchestra
		Western Instrumental Solo
(B)	Dance	Folk/Tribal
		Classical Dance
(C)	Literary Event	Quiz
		Debate
		Elocution
(D)	Theatre	One Act Play
		Skit
		Mime
		Mimicry
(E)	Fine Arts	On the Spot Painting
		Poster Making
		Collage
		Clay Modelling
		Cartooning
		Rangoli
		Mehendi
		Installation
		Spot Photography

5. **Other Events:** The Board may conduct any event other than the above if the Association of Indian Universities decides so.

6. **Date of Entry Form Submission:** Every College/Department taking part in this Festival must send their entries in the prescribed form provided on the University Website on or before **31st, August** of every year. No entries in any circumstances shall be accepted after the prescribed date.

7. **Entry Fees:**
   a. Entry fees must be remitted to the ñFinance and Account Officerò either by Demand Draft or by online Payment. The Entry Fees for the various events shall be as follows.

(A)	**Music**	ClassicalVocal Solo (Hindusthani/Karnataki)	300/-
		Classical Instrumental Solo Percussion	300/-
		Classical Instrumental Solo Non Percussion	300/-
		Light Vocal (Indian)	300/-
		Western Vocal (Solo)	300/-
		Group Song Indian	300/-
		Group Song Western	300/-
		Folk Orchestra	300/-
		Western Instrumental	300/-
(B)	**Dance**	Folk/Tribal	300/-
		Classical Dance	300/-
(c)	**Literary Event**	Quiz	300/-
		Debate	300/-
		Elocution	300/-
(D)	**Theatre**	One Act Play	300/-
		Skit	300/-
		Mime	300/-
		Mimicry	300/-
(E)	**Fine Arts**	On the Spot Painting	300/-
		Poster Making	300/-
		Collage	300/-
		Clay Modeling	300/-
		Cartooning	300/-
		Rangoli	300/-
		Mehendi	300/-
		Installation	300/-
		Spot Photography	300/-

   b. The entry fees may be revised by the Board from time to time.

   c. **Registration Fees:** In addition to the entry fees, every participating College shall have to pay registration fees Rs. 1,000/- (One Thousand only).

8. **Eligibility Rules:**
   The Eligibility rules as prescribed by the Association of Indian Universities from time to time shall be applicable to this Festival.
   +

9. **Conduct of Youth Festival :**
   a. **Place for conduct of Youth Festival:** The Board shall fix the place for the conduct of the Inter Collegiate Youth Festival every year.

   b. **Call of Proposal:**Every year the office shall call the proposal of organization by sending a letter to each affiliated college on or before **20th July**. The proposals thus received shall be placed before the sub committee to decide the venue.

   c. **Arrangements, Infrastructure and Facilities:** The centre so decided shall be responsible for the proper arrangements and conduct of the events. Ordinarily, it should be observed that, the facilities and infrastructure provided to organize this festival shall be at par with the standards.

   d. **Rates of various Facilities:** The rates for the various facilities and items for the conduct of Youth Festival shall be fixed by the Board of Studentsô Development from time to time.

Sr. No.	Items	% reserved for the expenses within the approved limit
1	Hall/Pendal/Chairs/Other facilities/ Bicchayat (from the local contractor by adopting the appropriate purchase/hiring process)	28%
2	Sound System (from the local contractor by adopting the appropriate purchase/hiring process)	22%
3	Lighting Charges for Stage and other (from the local contractor by adopting the appropriate purchase/hiring process)	12%
4	Honorarium to Judges including Travelling/ Local Conveyance and Seating Allowance	25%
5	Opening and Closing Ceremony(Garlanding/ Stage decoration/ Sound system and other	09%
6	Other incidental charges including tea and breakfast for Judges	04%

e. **Financial Assistance:** The centre decided to organize the Youth Festival is entitled to receive the financial assistance from University as decided by the Board from time to time.

f. **Appointment of Judges:** The Board may every year, in the month of April, may call the names of the interested and expert persons to act as a Judge. After receiving the names, the Board may appoint a panel of expert event wise, to evaluate the performances of the artist. Generally, no Judge should be appointed for more than two years for the same event. If the Board may not find any appropriate name to replace the repeater judge, it shall be the discretion of the Board to appoint the same Judge for two more years. If any appointed judge submits its refusal on time, in that case making the appointment of new judge/s shall be the sole discretion of the Director Studentsô Development.

g. **Number of Judges:** The maximum number of judges per event shall not be more than three, out of which one shall be from other University jurisdiction.

h. **Allowances to appointed Judges:** The judges shall be entitled to receive the Conveyance/Travelling allowance as per the norms of the University. In addition to this, they are entitled to receive 1000/- per head per day per event as sitting allowance. If the judges thus appointed are from outside the place of organization, the organizers shall have to make the necessary and appropriate lodging arrangement of these judges.

i. **Revision of Rates:** The above rates subject to the revision of Management Council on the recommendations of Board of Studentsô Development.

j. **Allowances to selection committee:** The selection committee constituted to select the contingent of the University shall be entitled to receive T.A and D.A. as per the University Regulations.

k. **Dates of Inter Collegiate Youth Festival:**Ordinarily other than exceptional cases, the Inter Collegiate Youth Festival shall be organized every year in **betweenlast week of September to first week of October.**

10. Conduct of Events:

Events specified by the Board for the Youth Festival shall be conducted in accordance with the following rules. In case, any change in the rules of events by AIU, it shall be automatically applicable for that educational year.

Sr. No.	Name of Items	Participants	Accompanists	No. P+A	Min Time	Max Time
MUSIC						
1	Classical Vocal Solo (Hindusthani/Karnataki)	01	02	03	12 Min.	15 Min.
2	Classical Instrumental Solo Percussion	01	02	03	12 Min.	15 Min.
3	Classical Instrumental Solo Non Percussion	01	02	03	12 Min.	15 Min.
4	Light Vocal (Indian)	01	02	03	04 Min.	05 Min.
5	Western Vocal (Solo)	01	02	03	04 Min.	05 Min.
6	Group Song Indian	06	03	09	08 Min.	10 Min.
7	Group Song Western	06	03	09	08 Min.	10 Min.
DANCE						
1	Folk/Tribal	10	05	15	08 Min.	10 Min.
2	Classical Dance	01	03	04	12 Min.	15 Min.
LITERARY EVENTS						
1	Quiz	03	00	03	00 Min.	00 Min.
2	Debate	01	00	01	04 Min.	05 Min.
3	Elocution	02	00	02	04 Min.	05 Min.
THEATRE						
1	One Act Play	09	03	12	25 Min.	30 Min.
2	Skit	06	03	09	08 Min.	10 Min.
3	Mime	06	02	08	04 Min.	05 Min.
4	Mimicry	01	00	01	04 Min.	05 Min.
FINE ARTS						
1	On the Spot Painting	01	00	01	02 Hrs.	2.30 Hrs.
2	Poster Making	01	00	01	02 Hrs.	2.30 Hrs.
3	Collage	01	00	01	02 Hrs.	2.30 Hrs.
4	Clay Modeling	01	00	01	02 Hrs.	2.30 Hrs.
5	Cartooning	01	00	01	02 Hrs.	2.30 Hrs.
6	Rangoli	01	00	01	02 Hrs.	2.30 Hrs.
7.	Installation	04	00	04	02 Hrs.	2.30 Hrs.
8.	Spot Photography	01	00	01	02 Hrs.	2.30 Hrs.
9.	Mehendi	01	00	01	02 Hrs.	2.30 Hrs.

Besides the above mentioned events, If University wishes to participate in any other Intercollegiate or Inter University Cultural Events in the category of Drama, Music, Literary Events, Fine Arts, in that case the candidates those have secured meritorious places in the list of winners of the Inter Collegiate Youth festival shall be selected directly by the Director of Studentsô Development of the University.

Rules for Conduct of Event

a. **One Act Play**: One Act Play shall be staged either in English, Marathi or Hindi. Duration of play shall not be exceeding than 30 Minutes. Each College or Department shall send only one entry in any language. Participating teams in One Act Play shall provide the name of the play, written permission from the author/authority, DMR No and /or Police permission, if obtained. The organizing centre shall provide vacant stage, six or more microphones and general lights. Every participating College shall have to make their own arrangements for special light effects, makeup and other property. Every participating team will get 10 minutes for their preparation.

b. **Skit:** Participant may present the skit by using dress, dialogs, draperies and background music.

c. **Mime:**Participant may present the mime by using dress, draperies and background music.

d. **Mimicry:**Participant may perform in Hindi/English language only.

e. **Quiz:** The questions in the quiz based on General Knowledge. The participant shall have appeared for a preliminary written examination. The entire competition will be conducted in English language only.

f. **Debate:**Participant may perform either in English or Hindi. A college may send 2 entries for the competition, provided one participant will debate in for the subject while another will represent against the subject.

g. **Elocution:** Every participant shall have to pick up the paper sheet in which subject shall be mentioned. Participant shall have to perform either in Hindi or in English.

h. **Classical Dance:** A participant may perform the dance in any of the following style like Kathak, Kuchipudi, Kathakali, Bharatnatyam, Manipuri, Mohiniattam or Oddissy. Participant shall have to produce written gist of the performance in triplicate to the judges. Recorded music or performances based on film songs shall not be entertained.

i. **Folk or tribal Dance:** A participating college must submit written script of the performance in triplicate to the judges. Recorded music or performances based on film songs shall not be entertained.

j. **Classical Song:** Film songs are not allowed in this category.

k. **Light Vocal:** Participant may perform Gazal, Abhang, Non Film songs, Bhajan, NatyaSangit in this category.

l. **Group Song:** Every participating team compulsorily perform two songs out of which one must be patriotic and another should be folk song.

m. **Western Song:** Film songs are not allowed in this category.

n. **Western Group Song:** Film songs are not allowed in this category.

o. **Classical Instrumental:**Performer shall perform either in Hindusthani/Karnataki style.

p. **On the spot painting:**The organizer shall provide a drawing sheet of 22òx15ò to each participant. Other required material and accessories shall have to bring by the participant. Participant may use oil, poster, water or pestle colours for painting. The subject of painting will be given to the participant at the time of competition.

q. **Collage:** Participant shall have to handover the collage to the organizer in the speculated time given for the performance. The required material for the performance shall have to bring by the participant.

r. **Poster making:**The organizer shall have to provide poster sheet to each participant. The subject will be given at the time of competition. Other material required for performance shall have to bring by the participant.

s. **Clay Modelling:** Organizer shall have to provide the required clay to the participant.

t. **Cartooning:** Subject will be provided at the time of the competition. Other material required for performance shall have to bring by the participant.

u. **Rangoli :**Material required for performance shall have to bring by the participant.

v. **Spot Photography :**
   a. A college/institute may send only one participant. The participant has to bring his/her own camera.
   b. The digital camera should have a memory card which can be formatted by the judges before the event.
   c. The time limit for this event will be of 2.30 hrs. The participant has to capture 5 photographs on the theme given by the judges.
   d. No mixing, mapping or morphing of photograph will be permitted. Software such as Photoshop etc., shall not be permitted.
   e. Digital images shall be judged on the basis of impact, technical quality, composition and suitability..

w. **Installation:**
   a. Install or create an atmosphere related with the subject or title of the installation. The size of the installation shall be maximum 5ôx5ôx5ô.
   b. Participant may use all the material which they use in other art compositions cartooning, painting, rangoli or on the spot painting, collage and clay modelling. Participant can use waste material also which is available in the surrounding or can take any material from outside also.
   c. Participants may not use the any already composed images available in the market.
   d. They shall have to compose their own images with the raw material.
   e. This is a group activity where 4 participants may take part. But they have to create only one installation whose size should not be more than 5ôx5ôx5ô.

x. **Mehendi :**
   a. Credit will be given to originality, creativity, decorative art with aesthetic sense.
   b. Use of hand print or any kind of mold and any kind of decorative material is not allowed.
   c. Participant shall have to bring the required material.
   d. Mehendi should not be extended to palmer size of the forearm with maximum six inch length.
   e. The participant shall have to draw mehendi on the palmer side of both the hands of the model. The model shall be the student of the organizing college.
   f. Each college may send only one participant in this category.

11. **Identity Card:** Every participant shall have to bear the College Identity Card duly signed by the Principal under the Seal of the College and shall have to submit the same before the performance.

12. **Size of Contingent :** The number of the contingent should not exceed than 35 (33 participant + 2 manager) otherwise that College will not be eligible to receive Travelling Allowance. And the participants of such College shall not be allowed to take part in the Youth Festival.

13. **Participation Certificate:** The participation certificate will be distributed to the Principal of the participating College. It shall be the responsibility of the Principal of the concern College to distribute the same to the concerns. Any certificate that shall be misplaced by the College may be obtained after payment of Rs. 200/- for the required duplicate certificate.

14. **Lodging and Boarding:**Every participating College shall have to make its own lodging and boarding arrangement. Organizing centre or University shall not provide any lodging or boarding arrangement. A nodal officer may be appointed by the organizing College who may guide and help to book the hotels etc. for the participating College.

15. **Reimbursement:**A college shall be entitled to receive one way fare either by Bus or Train as claimed on the basis of total number of participants from University.

16. **Prize Distribution :**

    a. The performance shall be evaluated by the panel of appointed judges for each event. It shall be the responsibility to provide the rank (I,II,III) to the participating Colleges/ individuals.

    b. The winners in the Individual and Group events shall be awarded with the certificates and memento. The design of the memento shall be finalised by the University.

    c. The mementoes shall be supplied by the office of the Director Studentsô Development to the organizing College well in advance of the date of Inter Collegiate youth Festival.

    d. The meritorious certificate to the winners shall be provided by the office of Director Studentsô Development at the end of year.

    e. It shall not be bounded to the University to select the winners of each event in the University contingent. Selection of appropriate candidate in the University Team to be selected to represent in the Inter University Youth Festival shall be the sole discretion of the Selection committee appointed for the purpose.

17. **General Championship** :

    a. College securing highest number in the medals tally shall be declared as a General Champion of the Youth Festival. A separate trophy designed for the same shall be ceremoniously distributed at the end of the Youth Festival. College securing First, Second and Third in individual and group event shall be awarded with 5, 3, 2 points each

b. After calculating the points, the General Champion award will be declared. The trophy thus distributed to the winnerCollege shall be rotating in nature.

c. To receive and return the presented trophy to the University shall be the responsibility of the recipient College. The recipient College shall have to return the trophy in the month of February.

d. In case there is a tie in general championship in that case; the trophy for the first half shall be retain by the college securing more score in the individual event.

18. **Protest:** No protest on the evaluation of performance by the judges shall be accepted. However, complaints based on the technical grounds may be accepted within two hours from the declaration of result. Proving the onus of the complaint shall be lie upon the party lodging protest.

19. **Protest Committee**: To decide the fate of the complaint there shall be a committee consisting of following members.

Sr. No.	Name	Capacity
1	Any Board member appointed by the Vice Chancellor	Chairman
2	President/Secretary of the Students Council of the University	Member
3	Any One Member of the selection committee	Member
4	Director Studentsô Development	Member Secretary

f. Appointment of various sub committees at college level for smooth conduct of Youth Festival :

Committees	Constitution	Functions
General Registration Committee	(Incharge -1, One member for each Distrcit) = 6	1. Shall collect copies of Proforma No. 1. 2. Shall provide the stamp of organizing College on the proforma and shall handover to the participating College. 3. Shall keep one copy with the organizers. 4. Shall collect the consolidated file of identity cards after the completion of all events of the participating College. 5. Shall submit the entire collected file to Director Studentsô Development after the end of Youth Festival and obtain an acknowledgement to that effect.
Specific Registration Committee	(Hall Convenor -1 and 3 members) =4	1. Shall allow only those Colleges whose names are included in the list provided by the University. 2. Shall collect 4 copies of the proforma no. - 2, and shall handover the 3 copies to the appointed Judges and shall return one copy to the participating college by recording the stamp of the organizing College on it. 3. The hall convenor shall record the prescribed stamp provided by University on the identity card of the participant against the specific event in which he /she has been participated. 4. The hall convenor shall obtain a merit list from the appointed judges and shall seal it before them. The same sealed envelope shall be submitted to the concern immediately after the end of event.
Event Anchor	One	For every event, the organizers shall appoint an anchor.
Time Keeper	One	For every event, the organizers shall appoint a time keeper.

Besides above committees, the organizing College may constitute various committees for the smooth conduct of Youth Festival.

g. Coaching Camp:

i. **Duration of Coaching Camp:** Ordinarily the coaching shall be organized maximum for 15 days before each competition.

ii. **Minimum attendance for Coaching Camp:** It shall be compulsory for every selected artist to attend minimum 75% sessions of the coaching camp, else, the artist suitable for the team from amongst the stand bye shall be promoted.
Provided that,if an artist selected to represent the University in the Inter University is appearing for any University Examination during the conduct of the Coaching Camp, then his/her absence in the coaching camp for the actual day of examination and the genuine travel period required to reach to the exam centre together shall be condoned by the Director Students' Development if he/she obtain the prior permission of the Director in writing. The application should be made with the substantial proof of document.

iii. **Vacancy:** Vacancy created due to any reason in individual event shall be replaced from same event next in order shall be directly promoted. However, any artist originally selected for any group event remain absent during the coaching camp then the vacancy created shall be filled by the Director Students' Development in consultation with the appointed coach for that activity from amongst the waiting list considering the utility of the artist.

iv. **Intimation about absence**: Ordinarily, no player shall refuse to represent the University unless and until he/she prevented for doing so due to reasons beyond his/her control. In that case, he/she shall send his inability with the endorsement of the Principal of the concerned College well in advance to enable the Director Students' Development to make suitable alternative arrangement.

v. **Announcement of team**: The Director Students' Development after obtaining the prior approval of Vice Chancellor may declare the University team selected to represent the University in the various Inter University Youth Festival and other competitions.

vi. **Other persons**: No other person those included in the team shall accompany the University team.

vii. **Refreshment Allowance:** Every selected artist for the coaching camp shall be entitled to receive refreshment allowance decided by the University from time to time.

viii. **T.A. Bills of the College:** The T.A. bills for the selected artist shall have to be produce by the concerned college prior to 10th February every year.

ix. **Artist Dress and Costume:**Rs. 2000/- or the rates prescribed by the University from time to time shall be provided to each artist to purchase the required dress/costumes for the event. The manager appointed shall have to furnish the bills against to the University.

x. **Colour Blazer, Crest, and Tracksuit:** The selected artist are entitled to receive Colour Blazer (Once in five year), Mono and Tracksuit.

xi. **Honorarium to professional Coaches:** The coaches appointed for separate activities during the coaching shall be entitled to receive Rs. 1500/- per day for the period of coaching camp. A coach may be appointed for two or more activity but he may receive only 1500/- Rs. Per day.

xii. **Conveyance to Coaches:** Besides the remuneration a coach is entitled to receive conveyance allowance per day for the period of coaching camp as per the rates decided by the University.

xiii. **Multiutility of selected artist**: Artists have to act on the guidelines given by the University. Even if he/she has been selected to represent the University in only one event, but if Coach/Manager felt his/her utility in the other event, in that case he/she shall have to remain present for the practices of another event.

xiv. **Coaching Timings:** Artist shall have to remain present for the coaching on the time slot decided by the coach.

xv. **Handling of University equipments and instruments**: The Manager shall be responsible for handling of the instruments and equipment provided by the University.

xvi. **Duty Period:** The period spends by the appointed manager/coach during the coaching camp shall be treated as ñOn Dutyò.

INTER UNIVERSITY YOUTH FESTIVAL

a. **Appointment of Manager:** The manager for the participation in the Inter University shall be appointed by the Chairman of the Board on recommendations of the selection committee. For providing opportunity to more Teachers, the Director Students' Development every year, at the beginning of the session shall call the names of the persons who are interested to accompany the University team as Manager. The person appointed to be as a Manager shall preferably be an approved Teacher, including Director of Physical Education and Librarian of any College/Institute.

b. **Manager and Coaches selection and appointment:** The names thus received shall be place before the Chairman for the appointment of manager. Similarly, he may also create a pool of talented professional artist those wishes to train the University teams during the coaching camp, and those are interested to accompany the team at Inter University Youth Festivals.

c. **General Duties of Manager:** The manager shall collect the Identity Cards, Flags, Equipment, Instruments, and Tickets etc. from the office of the Director Students' Development of the University.

d. **Travel booking:** Manager appointed with the team shall be responsible to make the necessary travel bookings as per the suitability.

e. **Artist welfare:** It shall be the special duty of the Manager to see the welfare of the University team.

f. **Defaulters:** The names of the defaulters shall be reported to the Director Students' Development for further necessary action.

g. **Payment Receipts:** The manager shall obtain the printed receipts against every payment he/she made through the advance.

h. **Facility during travel**: The entire team along with managers and coaches shall have to avail the same facility during the travel.

i. **D.A.To Artist:** The players shall be entitled to receive Rs. 500/- per day per head D.A. during the travel or the rates prescribed by the University from time to time.

j. **Account of Payments:** The manager shall have to give detailed account of the payments made by him at various places and expenditure incurred and certified by the manager shall be accepted by the University.

k. **Visit to place of Relatives:** No artist shall be allowed to stay other than decided place. He/she may not live with his/her relatives unless the prior permission is not obtained. It shall be the sole discretion of the manager whether to permit or not.

l. **Return Journey:**The University team leave the venue immediately after the end of the programme.

m. **Day to Day Account:** The manager shall be responsible to maintain the day to day account in the prescribed form. Vouchers and receipts of all the expenditure incurred shall be submitted to the University within the fortnight of the completion of the task. If he/she fails to do so the matter shall be reported to the Principal of the concerned College.

n. **Medical Facilities to the artist:**The manager shall be responsible to provide the required first aid to the injured artist. He may make available the required medical facility to the artist during journey or at the venue of the event. No compensation may be granted to the artist if he/she sustains any injury or disability during Inter Collegiate/Inter varsity/ Inter National Youth Festivals.

o. **The manager shall :**
   1. Report personally to Director on return
   2. Return the balance amount of the advances, if any taken by him/her
   3. Report in writing about the behaviour/ performance of the player
   4. General standards and performance of the artist
   5. Any other point that he/she wants to bring to the kind notice of the University.

p. The manager shall act as an officer in charge of the University team. All responsibilities in this regard to the welfare of the team, discipline etc. shall rest on him.

q. If manager fails to submit the report within the prescribed time, then it shall be the serious irregularity on his/her part. The name of such manager shall be placed before the Board for further consideration in the ensuing meeting of the Board.

r. The manager shall not make any comment on the selected team.

s. In any circumstances, without obtaining a prior permission of the Director Students' Development, no appointed manager directly give any statement against organizing University on the standards of organization to the press and media. However he may face any interview arranged by the media at the venue but cannot make any negative comment on the arrangements made by the organizing University. He may do so after obtaining the prior permission of Director Students' Development.

t. The expenses made on the purchases, repair or rental charges for hiring / repairing of the equipments and instruments, hiring of dresses/drapery, property, light and sound equipmentôs,etc. things required for makeup of artist during the coaching camp shall borne by the University. The appointed coach shall have to submit the printed bill/s against the expenses made.

u. At the end of the coaching camp a rehearsal shall be organized with complete set up. The expenditure required to conduct the rehearsal shall be borne by the University. The dinner/lunch shall be offered by the University to the participants along with the managers and accompanists.

GUIDELINES FOR SELECTED ARTIST

a. The selected artist shall not entrain or detrain from running train.
b. He/She shall not eat any such food that may harm the performance.
c. He/She shall carry such medicines that are required or prescribed to him by the medical practitioner.
d. They shall not put any inconvenience to other artist and co passengers travelling in the same train.
e. No player shall be allowed to go for sightseeing, pictures, swimming etc. nor shall he/she be allowed to leave with their relatives during his/her stay at the venue of the competition. Provided, if parent of any team members accompanying their ward if request to the Manager, in that case, it shall be the discretion of the Manager whether to accept the request of the parent or not.

f. The artist shall maintain the discipline during the journey and at the venue of the Youth Festival. He/She shall be abiding by the rules and regulations and instructions issued to him by the manager of the team. The Board may after taking the report of the manager in to consideration may take any in disciplinary action against him/her and may disqualify him for the period as it deems fit.

UNIVERSITY COLOURS AND CERTIFICATES:

a. University Colour shall consist of a Blazer and a crest. The Colour of the Blazer shall be Navy Blue.
b. Only members of the University Youth Festival team as approved by the Chairman shall be awarded University blazer once in five years.
c. The Manager accompanying the University along with the professional accompanists also awarded the colour blazer.
d. An artist who does not accompany the team after his/her selection may not be awarded a colour blazer.
e. The cost of the Blazer and Crest for the first time shall be equally borne by the concerned College and University. In case of professional coaches it shall be equally borne by the concerned coach and University.
f. The artist of the University team who secured 1st, 2nd and 3rd position in the Zonal/ All India Inter University youth Festival shall be awarded memento, cash award and an appreciation certificate.
g. Cash award to Ist, IInd, IIIrd position holder in Zonal/ All India Inter University youth Festival Group Event shall be as 20,000/-, 15,000/- and 10,000/- respectively. Cash award shall not be distributed to the professional artists. However, the total amount of cash award shall be equally distributed to the artist performed in the event including student accompanist. However, no cash award shall be given to the professional accompanist. Separate cash award for Zonal and All India Inter University team members shall be given.
h. Cash award to Ist, IInd, IIIrd position holder in Zonal/ All India Inter University youth Festival Individual Event shall be as 5,000/-, 3,000/- and 2,000/- respectively. Cash award shall not be distributed to the professional artists.
i. The following certificates may be awarded artists, professional accompanists, mangers duly signed by the Chairman of the Board and Director, Studentsô Development.
i) Artist representing University in the Inter University Youth Festival(Format-A)
ii) An Artist and Manager/ Coaches securing any position in the Inter University Youth Festival(Format ï B)
iii) Competitors secured Best Artist (Man) and (Woman) award.(Format ï C)
iv) Winners (I, II, III) position holders in the Inter Collegiate Youth Festival (Format ï D)
iv) Certificate of participation in the Inter Collegiate Youth Festival (Format ï E)

v) Duplicate Certificate may be issued to the applicant on payment of Rs. 200/- per certificate or the rates prescribed by the Board from time to time.

BEST ARTIST (MAN AND WOMAN) AWARD:

Every year the Board shall select and declare the Best Artist (man and woman) award ceremoniously.

a. There shall be committee consisting of the following members that shall select the candidates for the above award.

1.	One member from the Board of Studentsô Development nominated by the Chairman of the Board	Chairman
2.	Three members connected to college expert in various cultural activities	Member
3.	President/Secretary of the University StudentsôCouncil	Member
4.	Director StudentsôDevelopment	Member Secretary

The norms for selecting the Best Artist from Man and Woman Section shall be as follows:

Sr. No.	Activity	Marks to be awarded
1	Any student representing the University in the Maharashtra State Inter Varsity Youth Festival ñIndradhanushyaò	Per event 3 Marks
2.	Any student won medal in the University in the Maharashtra State Inter Varsity Youth Festival ñIndradhanushyaò	Per medal (5/3/2) Marks
3.	Any student representing the University in the Zonal Inter Varsity Youth Festival organized by AIU	Per event 3 Marks
4.	Any student won medal in the University in Zonal Inter Varsity Youth Festival organized by AIU	Per medal (5/3/2) Marks
5.	Any Student selected to represent the University in the All India Inter University	Per event 3 Marks
6.`	Any Student won medal in the All India Inter University	Per medal (5/3/2) Marks
7.	Any student represent the University in the SAUFEST	Per event 3 Marks
8.	Any Student won medal at SAUFEST	Per medal (5/3/2) Marks
9.	Any student represent his/her College/Institute/Autonomous College in the Cultural Activities organized by the State or Central Government	Per event 3 Marks
10.	Any student while representing his/her College/Institute/Autonomous College in the Cultural Activities organized by the State or Central Government and won medal	Per medal (5/3/2) Marks

a. Only the certificates of the preceding year shall be taken into consideration for deciding the award.
b. Any tie persist in deciding the award shall be resolved unanimously by the committee in light of the present other rules and regulations.
c. The award shall be distributed to the Best Artist (Man and Woman) in the ensuing Youth Festival Opening Ceremony. The awardees should be invited by the University at the place of the Youth Festival. They shall be entitled to receive T.A. and D.A. The awardees shall be felicitated at the hands of the Guest invited for the Youth Festival. The recipient shall be awarded with memento by the University.

ALTERNATE ARRANGEMENT FOR UNIVERSITY EXAM OF STUDENTS

1. The Board may on receipt of the application from the students those have represented in the Inter University Cultural Activities, NSS, NCC etc. regarding alternate arrangement of the University examination, shall adopt the following procedure.

   a. The application shall be received by the office of the Director StudentsôDevelopment.
   b. The office may verify the documents and the dates of examination/paper whether they are really collide with the time table of the University examinations.
   c. If the office of the Director StudentsôDevelopment satisfies that the dates are clashing with the time table of University examinations may place the received application before the Board for its recommendation to the Board of Examination tomake necessary arrangement of the examinations. Generally below mentioned activity will be taken into consideration for the recommendation of conduct of alternate examination.

Cultural Activities:

a. Maharashtra State Inter University Youth Festival (ñIndradhanushya)
b. Zonal and All India Inter University Youth Festival organized by AIU
c. Inter University SAUFEST

NCC:

a. Regional Level Participation or Attending NCC Camp/ Competition /Parade etc.
b. State Level Participation or Attending NCC Camp/ Competition /Parade
c. National Level Participation or Attending NCC Camp/ Competition /Parade/Event
d. International Level Participation or Attending NCC Camp/ Competition /Event

NSS:

a. State Level Participation in Adventure Camp, **"Utkarsh"**, **"Awahan" (Disaster Management)** , **"Prerana"** (Leadership Camp)
b. National Level Participation (RD parade, NIC Camp)
c. International Level Participation

Format-A

SANT GADGE BABA AMRAVATI UNIVERSITY

INTER COLLEGIATE YOUTH FESTIVAL – YEAR --------
JUDGES SCORE SHEET (INDIVIDUAL)
ACTIVITY (DANCE/MUSIC/THEATRE/LITERARY EVENTS/FINE ARTS) EVENT

SR. NO.	TYPE(GROUP/INDIVIDUAL)		COMPONENT1 (20)	COMPONENT2 (20)	COMPONENT3 (20)	COMPONENT4 (20)	COMPONENT5 (20)	TOTAL (300)
	NAME	COL.CODE						

SIGNATURE OF JUDGE

(NAME ----------)

DATE : ----------

MOBILE NO. ----------

Format-**B**

SANT GADGE BABA AMRAVATI UNIVERSITY
INTER COLLEGIATE YOUTH FESTIVAL – YEAR --------
JUDGES SCORE SHEET (CONSOLIDATED)
EVENT (DANCE/MUSIC/THEATRE/LITERARY EVENTS/FINE ARTS)
ACTIVITY (DANCE/MUSIC/THEATRE/LITERARY EVENTS/FINE ARTS) EVENT ----------
----

SR.NO.	TYPE		JUDGE (1) SCORE	JUDGE(2) SCORE	JUDGE(3) SCORE	GRAND TOTAL	RANK IN ROMAN
	NAME	COL.CODE					

SIGNATURE OF JUDGES

Format-C

SANT GADGE BABA AMRAVATI UNIVERSITY
CERTIFICATE
(INTER COLLEGIATE YOUTH FESTIVAL)

Awarded to…….
Of…….
For participation in……
As……..
In the……
SANT GADGE BABA AMRAVATI UNIVERSITY YOUTH FESTIVAL-
Held at……
From …… To……
Date : ……..

Chairman
Board of Students' Development

Director,
Board of Students' Development

Format-D

SANT GADGE BABA AMRAVATI UNIVERSITY

CERTIFICATE

(INTER COLLEGIATE YOUTH FESTIVAL)

This is to Certify that……..
Of……..
is awarded the colour in……..
for representing this university YOUTH FESTIVAL team in the Inter University held at
…….
during the year…….
The team/he/she secured……place in activity…….in this festival

Date : ……..

Chairman
Board of Students' Development

Director,
Board of Students' Development

Format-E

SANT GADGE BABA AMRAVATI UNIVERSITY

CERTIFICATE OF APPRECIATION

This is to Certify that……..
Of……
is awarded the Best Sports Man/Woman award during the year……

University appreciates and congratulates him/her for the performance given.

Date : …….

Chairman
Board of Students' Development

Director,
Board of Students' Development

SANT GADGE BABA AMRAVATI UNIVERSITY

CERTIFICATE OF APPRECIATION

This is to Certify that…….
Of……..
is awarded the certificate for representing this University…….. (Men/Women) team

in the Inter University Tournament held at……

during the year…….. In this event, team/player secured…….place.

University appreciates and congratulates him/her for the outstanding performance.

Chairman
Board of Students' Development

Director,
Board of Students' Development

SANT GADGE BABA AMRAVATI UNIVERSITY

CERTIFICATE OF APPRECIATION

This is to Certify that…….
Of……
is awarded the certificate for representing this University …….

team in the Inter University Tournament held at…….

during the year……..as Manager/Coach. In this Tournament University team/player

secured …… place.

University appreciates and congratulates him/her for the performance given.

Chairman
Board of Students' Development

Director,
Board of Students' Development

GUIDELINES FOR VOLUNTEERS	**SANT GADGE BABA AMRAVATI UNIVERSITY**
1. Volunteers representing Sant Gadge Baba Amravati University should compulsorily bring this I-Card to office for his/her identification. 2. Volunteers shall maintain proper discipline during journey and on & off the field at the venue of the tournament. They shall see that no one to put to any inconvenience in any way because of their behaviour. 3. Volunteers should not entrain or detrain from a running train. 4. Volunteers should follow all rules & regulations of the organizing University strictly. 5. No volunteers will be allowed to go alone for pictures slight seeing or swimming, nor will he/she be allowed to stay with relatives or at any private residence, nor be allowed to indulge in such activities as may adversely affect his health. 6. Volunteers shall reach the playground in time at least 30 minutes before to the commencement of the match. 7. Volunteers should bring this card to office without which colour blazer, crest, players kit & Trick-Suit will not be issued to him/her. 8. No person, if otherwise eligible shall be awarded a fresh blazer unless a period of 5 yrs. has elapsed from the date and the previous allotment of the blazer to him/her.	NATIONAL SERVICE SCHEME ---------- NSS VOLUNTEER IDENTITY CARD YEAR 20 -20

IDENTITY CARD

SANT GADGE BABA
AMRAVATI UNIVERSITY

Event _____

Name of Volunteer Mr/Miss. _____

Name of College _____

_____

Class _____ Year _____

Blood Group _____

Date of Birth _____

Mob. No. _____

Photo

Year 201 - 201

SANT GADGE BABA
AMRAVATI UNIVERSITY

TEAM LEADER/
PROGRAMME OFFICER
IDENTITY CARD
YEAR 20 - 20

IDENTITY CARD

SANT GADGE BABA
AMRAVATI UNIVERSITY

Name of Team Leader/Program Officer
Mr./Smt./Miss. _____

_____

Photo

Event _____
(Men/Women) _____
Name of College _____
Date of Birth

_____
Contact No. _____
Phone/Mob _____

YEAR 20 - 20

Sant Gadge Baba Pure Drinking Water Scheme

1. Name of Scheme-

These rules may be called as óSant Gadge Baba Pure Drinking Water Schemeô

2. Implementation of the Scheme-

It has come into force from the academic year 2017-2018.

3. Definition-

The following definitions will be used in this rule.

A) College:

College means affiliated Colleges in Sant Gadge Baba Amravati University, Amravati

B) Student:

Student means admitted Boy / Girl student to regular Degree and Post Graduate Course in local College/ Institution/ PG Teaching Department/Constitute College/Autonomous College affiliated to University.

4. Objectives of the Scheme-

A) The scheme is intended to provide pure drinking water to students in aberrant, remote, tribal, rural, taluka level, or district level Non-granted / Granted Colleges within domain of University.

B) To run pure drinking water scheme for the health of students.

5. Eligibility-

A) The Scheme will be benefited in sequence of aberrant, remote, tribal, backward, rural, taluka and district level College.

B) The benefit of the scheme will be given to those Colleges which are not getting any grants from Central Government under UGC Act 1956 12 B.

C) The benefit of the scheme can be taken by non-professional Colleges.

6) Procedure of Scheme-

A) óSant Gadge Baba Pure Drinking Water Schemeô will be for non-professional and those Colleges which are not getting any grants from Central Government, under 12 B of UGC Act 1956.

B) Every year only Five Colleges will be eligible in preference of aberrant, remote, tribal, backward, rural, taluka and district level College.

C) Once the College benefitted from this scheme will not eligible to apply for this scheme for next 10 years.

D) The last LEC compliance reports of the College should be satisfactory.

E) Those Colleges which availed the scheme should have to submit compulsorily the report of regularity and good condition of the scheme with the next LEC.

F) It is complete authority of the Vice Chancellor to change conditions of eligible Colleges.

7) Selection of the College-

A) The Colleges desirous to avail the benefit of this scheme and will have fulfilled the term and conditions as per no. 6 will have to submit the application to Director, Studentsô Development before 31 August.

B) Director, Studentsô Development will verify the application or constitute committee for verification of the application.

C) Director, Students Development will display the selected Colleges in September and inform the eligible College about it and display the list of selected Colleges on University websites.

8) Purchase of Machine-

A) The selected Colleges should have to deposit 30% amount in University account.

B) The University shall transfer its amount after selected Colleges deposit 30% amount.

C) The Machine will be purchase as per prevalent methods of University.

D) After entry of the purchase equipment on the stock register of University, it shall hand over to selected College.

9) It is complete authority of the Vice Chancellor to change in the above rules and criteria.

Sant Gadge Baba Pure Drinking Water Scheme
Application Form

To,
Director,
Students' Development,
Sant Gadge Baba Amravati University,
Amravati

Subject: Regarding Rules for Sant Gadge Baba Pure Drinking Water Scheme
Reference: Your letter No. SGBAU/ /2018 dated

Respected Sir,

With reference to the above mentioned subject, we would to inform you that our College is being eligible for Sant Gadge Baba Pure Drinking Water Scheme, we are sending following information in requisite proforma. Please avail us the benefit of this scheme.

With Regards

The College has to fill following information and Tick Mark whenever necessary		
A)	College Name	
B)	Institute / Trust Name	
C)	Principal Name	
D)	Is the College in 12 F & 12 B? If it is, note down number and Date.	
E)	College Is the College in aberrant/ remote/tribal/backward/rural/ district level?	Yes/No (If yes subject the document)
F)	Admitted Student Strength of last year	
G)	Is your College eligible to avail the benefit of this scheme?	Yes/No
N.B.	Attached separate sheet for detail Introduction, Geographical condition, Students strength.	

Signature of Principal with Stamp

Consent Letter of Principal

I é . Principalé . assure you that I have no objection for the benefit of Sant Gadge Baba Pure Drinking Water Scheme in my College as per prescribed rules of University.
Signature of Principal with Stamp

Guarantee Letter of Principal

I, Principalé .. guarantee you that I will use the machine/ equipment given by University as per the objects. The College will repair and take care of this equipment and I will inform the University when it has to be unused / struck out and I assure you that I will struck it out as per University Directions and Orders.

Signature of Principal with Stamp

Sant Gadge Baba Girl Student Bus Pass Concession Scheme

1. Name of Scheme-

These rules may be called as Sant Gadge Baba Amravati University óSant Gadge Baba Girl Student Bus Pass Concession Schemeô

2. Implementation of the Scheme-

It shall come into force from the date of its approval by Management Council.

3. Definition-

The following will be the definitions of the used words in this scheme.

A) Girl Student:

Girl Student means admitted Girl student to regular Degree and Post Graduate Course in local College/ Institution/ PG Teaching Department/Constitute College/Autonomous College affiliated to University.

4. Objectives

Following are the objectives of this scheme.

A) Bus Pass Concession Scheme is to avail financial help to acquire higher education to financially backward, needy and budding Girl students

B) To increase number of Girl students for higher education.

C) To excel with the tradition of better result.

5. Eligibility:

A) The Scheme shall be benefited to four Girl students below poverty line from every College.

B) The attendance of the beneficiary Girl student of this scheme in the College shall be more than 75%.

C) The beneficiary Girl student shall pass the eligible examination in first attempt with more than 50% Marks.

D) The benefit of the Scheme shall be applied only for the Girl students admitted to non-professional courses.

6. Proforma of Application and submission date -

It shall be compulsory to submit the application as per Appendix A to Director, Studentsô Development, Sant Gadge Baba Amravati University, Amravati every year before 31 August by desirous Girl students who wish to avail the benefit of this scheme. No application will be entertained received after the above mentioned date, but in exception cases after Vice Chancellorôs permission, Director Studentsô Development has the right to invite or receive application.

7. Selection-

The Principal of the College shall send the application of needy Girl student filled as per **Appendix-A** after scrutinizing the beneficiary Girl students for the implementation of this scheme up to 31 August to Director, Student Development and also shall send bus pass rent for yearly academic days after auditing up to 1 September.

8. Vacant seats

The Principal of the concerned College / HOD of University shall send compulsorily minimum four Girl students beneficiary name and one more name as waiting to Director, Studentsô Development. If any selected Girl students denied the benefit of the scheme or shall not be eligible or University reject, in such cases the waiting Girl shall be benefited.

9. Benefit-

The benefit of the scheme shall be to beneficiary Girl student from her date of admission. If she has taken admission after 20th of the month, she shall be benefitted from the 1st date of the next month.

10. Consent of the Parent

The selected Girl student of this scheme shall submit compulsorily the consent of the parent in **Appendix-B** and attach with the application

11. Power:

Vice Chancellor shall have the power to solve the problem in the implementation of this scheme. Vice Chancellor has the power to reshuffle the rules of this scheme.

12. Financial Help-

The beneficiary Girl students shall receive bus pass rent 70% from University Fund and recommendation has been made to provide 30% from College under this scheme. It shall be compulsory to concerned College to deposit advance 30% to University up to 30 January every year. The amount shall be deposit in the bank account of the Girl student up to 31 March after audit.

Bus Pass Concession Scheme for Girl student shall continue during the examination also. If the period 1 April to 30 June shall of examination duration, the clearing of this shall be deposit in the Girl student account next academic session. Such payment shall send essentially to the office of Director, Studentsô Development up to 15 July. There shall be no clearing of such payment received after this date.

Appendix -A

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTS' DEVELOPMENT DEPARTMENT

Sant Gadge Baba Girl Student Bus Pass Concession Scheme
Application Form
Last date of Submission- 31August
Academic Session 20 - 20

Paste Passport Size Photograph attested by the Principal

To,
Respected Principal/HOD
é .
é .
é é
Subject: Regarding recommendation of name for Sant Gadge Baba Girl Student Bus Pass Concession Scheme
Reference: Letter no. SGBAU/13/ /2019 dated on of Director, Studentsô Development

Respected Sir/Maôam,
I é é é é é é é é é é é é é é é é é the student of your College/PG teaching department has taken admission in the Classé é é é ..in the academic year 20 -20 submitting complete information in the prescribed application form with reference to University rule no. é ...é é .. , for Sant Gadge Baba Girl Student Bus Pass Concession to forward the concerned with recommendation. Please recommend the application.

With Regards

1. Girl Student Complete Name	
2. Complete Address and mobile no.	
3. Name of College/ PG Department	
4. Distance of College from the residence	
5. Admitted Class	
6. Blood Group	
7. Banks Details	
A. Name of Bank	
B. Branch	
C. Bank Account Number	
D. Bank IFSC Code	
8. Consent letter of Parent	
9. Parent Income Certificate	
10. Below Poverty Line (BPL) Card	
11. Aadhar No.	

Place :
Date: Signature of Student

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTS' DEVELOPMENT DEPARTMENT

Sant Gadge Baba Girl Student Bus Pass Concession Scheme
Recommendation of Principal / HOD

The received application of admitted Girl student Ku. / Smt. é é é é é é é é é é é é é é of our College/PG Teaching Department has been recommended for the sanction of óSant Gadge Baba Girl Student Bus Pass Concession Schemeô.

Date
Place College Seal Signature of Principal with Stamp

Appendix - B

To,
Director, Student Development
Sant Gadge Baba Amravati University,
Amravati

Sant Gadge Baba Girl Student Bus Pass Concession Scheme

The Consent Letter of Parent

I Shri./ Smt. é é é é é é é é é é é é é é the parent/ guardian of Shri./Ku./Smt. é has given consent for the application submitted for Sant Gadge Baba Girl Student Bus Pass Concession Scheme and I am submitting this letter of consent that my ward shall perform the work given by University with discipline and rules.

Date :
Place: Signature of Parent/Guardian

Sant Gadge Baba Education Protection Scheme

1. Name of Scheme-

These rules may be called as Sant Gadge Baba Amravati University ñEducation Protection Schemeò

2. Implementation of the Scheme-

It will be come into force from the date of its approval by Management Council.

3. Definition-

The following will be the definitions of the used words in this scheme.

A) Student:

Student means admitted Girl/Boy student to regular Degree and Post Graduate Course in local College/ Institution/ PG Teaching Department/Constitute College/Autonomous College affiliated to Sant Gadge Baba Amravati University, Amravati.

4. Objectives –

Following are the objectives of this scheme

A) To Provide Economical assistance for education (Admission and Examination fees) to those students who have not availed any central/ state scholarship or any economic help, economically backward/needy and promising student.

B) To strengthen self-belief and inner potential of the students.

5. Eligibility:

A) Students admitted to regular degree and post graduate course in local College/ institution/ PG Teaching Department/constitute College/Autonomous College affiliated to Sant Gadge Baba Amravati University.

6. Proforma of Application and submitting Procedure -

Students desirous to avail the benefit of this schemes have to submit the application **Appendix-A** to Director, Studentsô Development, Sant Gadge Baba Amravati University through the Principal of the concerning College. But in the same exceptional cases the rights and reserved with the Director, Studentsô Development and Sant Gadge Baba Amravati University to invite few applications with the due consent of the Vice Chancellor of the University.

7. Publication of the information-

Updated information of the scheme will be published in the fourth week of September every year on the authorized web site of the University by the office of the Director Studentsô Development

8. Committee and Duration -

Selection of the eligible application would be done by a three members committee nominated by Vice Chancellor of the University.

9. The Decisive Authority-

Registrar of the University will have the power to redress the grievances about the selection of the students.

10. Payments of the educational fees-

Educational fees of the selected students will be Paid to the concerning College where He/She has been admitted. Students will have to attach original documents with the application for this scheme.

11. Grievance and Redressal and Punishment-

If any selected student has provided false information or false documents to get the benefits of the scheme and if complaint found against him, the enquiry of such case will be done by the three members committee form by Vice Chancellor of the University. And if the concerning students is guilty, he wonôt be eligible for the benefits and the penalty action will be taken against such students. The degree of the punishment will be decided by the Registrar of the University.

12. Consent of the Parents-

The selected student of this scheme shall submit compulsorily the concern of the parents in **Appendix-C.**

13. Power-

Vice Chancellor shall have the power to reshuffle the scheme as per the need.

Appendix –A

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTS' DEVELOPMENT DEPARTMENT

é .

Sant Gadge Baba Girl Student Education Protection Scheme
Application Form
Last date of Submission- 31 August
Academic Session 20 - 20

Paste Passport Size Photograph attested by the Principal

To,
Respected Principal/HOD
é .
é .
é é

Subject: Regarding recommendation of name for Education Protection Scheme
Reference: Letter no. SGBAU/13/ /2019 dated on of Director, Studentsô Development.

Respected Sir/Maôam,

I é . have been admitted in your College in the academic session _____ in the class_____. Because of the death /accident of my guardian/wife _____ the economical source in my family has been completely stopped, so I cannot pay the educational and examination fees of this academic session. With reference to the above mentioned subject, I kindly request you to recommend my application so that my educational and examination fees will be paid under the Sant Gadge Baba Education Protection Scheme. I , herewith attached all the necessary documents with this application.

Thanking you sir.

1. Full name of the Student	
2. Complete Address and mobile no.	
3. Name of College/ PG Department	
4. Distance between College and residence	Kms.
5. Admitted in the Class	
6. Blood Group	
7. Total Educational Fees(As per University rule)	
8. Information about the Banks	
A. Name of the Bank:	
B. Branch Name:	
C. Bank Account Number:	
D. Bank IFSC Code number :	
9. Attached Consent letter of Guardian	Yes/No
10. Income Certificate of Guardian	Yes/No
11. Attached certificates related economical source of Guardian, stopped	Yes/No
12. Reason of Guardianôs/Wifeôs/Husbandôs death	
13. Death Certificates of Guardian/Wife/Husband	

Place:
Date: Applicants Signature

Appendix – B

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTS' DEVELOPMENT DEPARTMENT

Sant Gadge Baba Education Protection Scheme
Recommendation of Principal / HOD

The received application of admitted Girl student Ku. / Smt. é é é é é .....é é é é é é é of our College/PG Teaching Department has been recommended for the sanction of óSant Gadge Baba Education Protection Schemeô.

Date:
Place: College Seal Signature of Principal with Stamp

Appendix - C

To,
Director, Students' Development
Sant Gadge Baba Amravati University,
Amravati

Sant Gadge Baba Education Protection Scheme

The Consent Letter of Parent

I Shri./ Smt. é é é é é é é é é é é é é é é é é .. the parent/ guardian of Shri. / Ku./Smt. é has given consent for the application submitted for Sant Gadge Baba Education Protection Scheme and I am submitting this letter of consent that my ward shall perform the work given by University with discipline and rules.

Date:
Place: Signature of Parent/Guardian

Sant Gadge Baba Vidhyadhan Yojana

01. "Sant Gadge Baba Vidhyadhan Yojana" Means the Scheme to provide interest by the University for the period of moratorium on educational loan taken from Scheduled/Nationalised bank by student belonging to economically weaker sections under the educational loan scheme to pursue his/her study in the College/ University under the preview of Sant Gadge Baba Amravati University.

02. Objectives of the Scheme

The Management Council of the University has approved the scheme to provide full interest subsidy during the period of moratorium i.e. course period on loan taken from the Nationalised/Scheduled bank by student belonging to economically weaker sections under the educational loan scheme for pursuing any of the approved courses of studies in all the faculties of Sant Gadge Baba Amravati University, Amravati. The nomenclature of the scheme shall be "Sant Gadge Baba Vidhyadhan Yojana (SGBVY)" The scheme is intended to cater the needs of the students belonging to economically weaker sections within prescribed limit of parental/family income up to Rs. 4.5 lakh from all sources which are based on economical index and not on social background. The scheme is independent of any other scheme which may cater to economically weaker sections.

03. Applicability of the scheme

i) The students enrolled in the University for the Courses comprising in all faculties of Sant Gadge Baba Amravati University securing 60% and above marks in the immediate preceding year (prescribed period) without failed in any examination, shall be eligible to avail the benefit of this scheme. The interest subsidy under this scheme shall be available to the eligible student only once, either for the under graduate degree course or Post Graduate Degree / Diploma course. Interest subsidy shall however be admissible for integrated courses also (Graduate + Post Graduate).

ii) For this scheme, students having an annual gross parental/family in come from all sources within the limit of Rs. 4.5 Lakh per year shall be eligible. The student is required to submit income proof from such public authority which is authorised by the State Government for certification of income status.

iii) Interest subsidy under this scheme shall be discontinued if the student leaves the course midstream or is expelled from the institute of disciplinary grounds. However, the interest subsidy will be available if the discontinuation due to medical ground, for which necessary documents to the satisfaction of the head of educational institution/University Department are given.

a) Principal/HOD University Department shall inform the Registrar about the leaving of the course by the student/excellent of the student from the College.
b) On receipt of information, from the Principal/HOD University Department, Registrar shall inform the student & the concerned bank about the discontinuation of interest waiver.
c) If the student fails in the University examination after the sanction of interest waiver, then the benefit of interest waiver shall be discontinued temporarily till the time the student passes the examination.
d) The Principal /HOD University Department shall inform Registrar about the temporary discontinuation immediately after the declaration of the result of University examination.
e) On receipt of the information provided by the Principal/HOD University Department, the registrar shall inform the student as well as the concerned bank about temporary discontinuation of the scheme.
f) After passing the repeat / supplementary examination, the student shall apply for continuation of the scheme as provided in Para 06 of these rules.

iv) Loan amount shall be based on the year wise expenses incurred on the following items.
a) All types of fees. (Including Tuition fees)
b) Hostel/Mess fees.
c) Books/Note Books/other educational material.
d)Transportation expenses from residence to the Educational Institution/ University Department.

However the amount of Tuition fees reimbursed by the Government shall be excluded from the loan amount for calculation of the interest.

04. Sanctioning of educational loan

Student desirous to able the benefit of scheme shall have to apply for the educational loan to any of the Scheduled/Nationalised bank as per the scheme of the bank. University shall not intervene/interfere in the procedure or mode of sanctioning the educational loan by the bank. Student at his/her own have to seek the sanction of educational loan from any of the Nationalised/Scheduled bank.

05. Procedure of allotment

i) To avail the benefit of "Sant Gadge Baba Vidyadhan Yojana" student shall have to apply to the Registrar in the prescribed format along with the relevant documents after sanctioning the educational loan from the bank.

ii) Application in the prescribed format shall be submitted to the University on or before 30th November every year through Principal /HOD, University Department. Incomplete application in any respect shall not be entertained. The applications received by the University in the prescribed time limit shall be scrutinised by Students' Welfare Fund Committee.

iii) Faculty wise number of beneficiaries under this scheme shall be decided by the Students' Welfare Fund Committee on the basis of faculty wise strength of the students' enrolled in the preceding year.

iv) Students' Welfare Fund Committee shall select beneficiaries on the basis of merit secured in last preceding examination. Candidates with having lower annual income will have priority over candidates having higher annual income. The Students' Welfare Fund Committee shall complete the procedure of award of the scheme of interest waiver latest by 31st December every year.

v) Registrar shall communicate to the beneficiaries through the Principal of respective College / HOD, University Department regarding the award of the scheme and shall submit the copy of the same to the respective bank. The loan waiver shall be available to the student only up to the last examination of the course.

06. Continuation of the scheme

After the declaration of the result and admission to the next year of the course, the student shall apply to Registrar through Principal/HOD of the University in prescribed format for continuation of the scheme for next year.

Registrar shall inform the student and the bank about continuation of the scheme within a week of the last date of admission declared by the University.

07. If the amount available with the University for Utilization under this scheme stands unutilised during the particular financial year, then, such balance amount shall be utilised in the next financial year.

08. The Registrar shall pay the monthly interest due in two instalments 30th June and 31th December every year. Still under intimation to the candidate and Principal/HOD University Department concerned before every payment, Registrar shall ensure that the candidate has passed the examination of the repetitive year/semester or he/she is not expelled from the College or he/she is not discontinued the Course.

Objects and Reasons

Management Council has approved the scheme of "Sant Gadge Baba Vidyadhan Yojana" to provide interest by the University for the period of moratorium on education loan and hence the Rule.

The following prescribed proforma should be used to get the benefit of the above scheme:

SANT GADGE BABA AMRAVATI UNIVERSITY

APPLICATION FOR

"SANT GADGE BABA VIDYADHAN YOJANA"

Paste neatly Passport size Photograph attested by the Principal/Dean Director/HOD

DO NOT PIN or STAPLE

To,
The Registrar,
Sant Gadge Baba Amravati University,
Amravati.

Sub : Payment of the Interest on the Educational Loan Sanctioned to me for the period from ..... to .....

Through : Proper Channel
Ref : University Regulation No.

Dear Sir/Madam,

As I am in great need of financial help to continue my education, I am applying for payment of interest by the University on the educational loan under **Sant Gadge Baba Vidyadhan Yojana.** The loan is sanctioned by .....branch .....

Details are as follows.

1. Information of the College/University Department.

College Name & Address with Pin Code No.	
College Code No.	
Name of the Principal/HOD	
Telephone No.& Mobile. No.	

2. Information of the Student

a. Student Name in Full (In CAPITAL Letter, beginning with Surname)			
Surname	Name of Student		Father Name
Sex	Male/Female		
b. Date of Birth	DATE	MONTH	YEAR
Place			
State			

c. Nationality	
d. Education Qualification (attach photo copy of mark sheet)	
e. Category	SC / ST / NT / OBC / OPEN
f. Permanent Address with Pin Code & Phone No. &Mobile No.	
Phone No & Mobile No.	
g. Local Address with Pin Code :	
Phone No.& Mobile No.	

2. Parents /Guardians Information

a) Surname	Name	Father Name
b) Occupation		
c) Relation with the Student		
d) Annual Income (attach proof)		

4. Information of the Course

a) Name of the Course	
b) Graduate/Post Graduate	
c) Duration of the Course	
d) Year of the course in which studying	
Place : Date : / /20	Signature of the Student

Declaration by the Parent / Guardian

My ward shall follow all the rules / regulations of Sant Gadge Baba Vidyadhan Yojana.

He / She has not availed the benefit of SGBVY scheme before. His/her tuition fees are / are not reimbursed by the government.

It shall be out (my self my ward) responsibility to pay the amount of the loan as well as the interest due on the loan after completion of the course.

Place :
Date : / /20

Signature of the parent / guardian

RECOMMENDATIONS OF THE PRINCIPAL / HOD UNIVERSITY DEPARTMENT

This is to certify that M/s ..... is a regular student of our College/University Department. He/She is studying in Ist/ IInd/ IIIrd/ IVth year of 1/2/3/4/ year duration course of ..... (Name of the Course) in the academic session 20___- 20____

I recommend the student for exemption of interest on educational loan.
He is entitled/not reimbursement of tuition fees from the government.

Place :
Date : / /20

Signature of the Principal/HOD
with Stamp

CERTIFICATE BY THE BANK

Banks Details (attached Bank Pass Book Xerox Copy)	
a) Name of Bank	
b) Branch	
c) Student Bank A/c. No.	
d) Bank IFSC Code	

This is to certify that M/s. ..... a bonafide student of ..... College ..... has been sanctioned an amount of Rs. ..... /- as an educational loan at the interest rate of ..... His/her loan Account No. is .....

The year wise amount of the loan sanctioned and interest payable thereon is as follows.

a. Year wise Details regarding loan amount sanctioned by the bank.

Year	Tuition Fees	Other Fees	Hostel Fees	Mess Charge	Educational Material	Transport Charges	Other	Total
a) First Year								
b) Second Year								
c) Third Year								
d) Fourth Year								
Total Amount Rs								

b. Details regarding annual interest payable

a) First Year	
b) Second Year	
c) Third Year	
d) Fourth Year	
Total Amount Rs	

Place : Signature of the Principal/HOD
Date : / /20 with Stamp

(Note : Attach the copy of loan sanction letter of the Bank)

RULES FOR STUDENTS' WELFARE FUND

Where as it is expedient to frame the rules for "STUDENTS' WELFARE FUND", the Management Council is hereby pleased to make the following rules :

1. These rules may be called as "Rules for Students' Welfare Fund".

2. These rules shall come into force with effect from the date of its passing by the Management Council.

3. Creation of Fund:
University shall create a fund called 'STUDENTS' WELFARE FUND' out of the following receipts:

(a)	Deduction of 1% of the net amount payable by the University to paper setters, examiners, moderators, tabulators and scrutinizers from their remunerations bills and such other bills prescribed by the Management Council.
(b)	Donations received from the Government, University and Colleges and from other sources towards this fund.
(c)	Fees prescribed by the University for this purpose recoverable from the students on the roll of the affiliated Colleges, Institutions, Teaching Departments of the University and Colleges conducted by the University.
(d)	Unclaimed amount of caution money & library deposit of students admitted to the courses conducted by the University Post Graduate Teaching Departments as prescribed under Rule No.2 of 1998.
(e)	Interest on investment made out of this fund.

4. Object:

The fund shall be utilised for giving financial assistance to the students on the roll of the affiliated Colleges, institution, Teaching Departments of the University and Colleges conducted by the University in the form of scholarships.

5. Administration of the Fund:

(a)	the fund shall be administered by the Committee called 'The Students' Welfare Fund Committee' consisting of the following :
(i)	The Vice-Chancellor, Ex-officio Chairman.
(ii)	Two members nominated by the Management Council out of which one shall be a teacher.
(iii)	The President and Secretary of the University Students' Council, elected under section 99(4) (b)(i) and 99(4)(b)(ii) of the Act.
(iv)	One teacher member nominated by the Academic Council from amongst its members.
(v)	One teacher member to be nominated by the Senate from amongst its members.
(vi)	The Registrar of the University.
(vii)	The Finance & Accounts Officer of the University.
(viii)	The Director of Students' Development, ex-officio Secretary.
(b)	The Committee shall meet at least once in a year.
(c)	The quorum for the meeting of the committee, shall be four members out of whom at least one member shall be from (ii), (iii), (iv), (v) of sub rule (a) above.
(d)	The term of the members of the Authorities will be co-terminus with the term of their respective authorities.

6. Scope:

The scholarships are made available to the students on the roll of the affiliated Colleges. Institutions, as well as the University Teaching Departments and Colleges conducted by the University, who are prosecuting their regular studies for the Degree/Post Degree examinations conducted by the University.

7. Operation of the Fund:

(i) The University shall open a separate saving bank account in the name of "Amravati University Students' Welfare Fund" in the Nationalised Bank.

(ii) The amount received under rule 3 above shall be credited to this Account.

(iii) Separate money receipt shall be issued for the amount received under this fund.

the amount received shall be credited to this fund on the next working day.

(iv) The Bank Account shall be operated as per the provisions of the Accounts code.

(v) Separate account book shall be maintained by the University Students' Welfare Section and at the close of each financial year, final accounts shall be prepared by the office and got audited from a chartered accountant appointed by the Management Council for the University. The audited accounts along with the audit report shall be submitted to the Management Council as well as to the Senate every year. The audited accounts shall be printed separately in the annual accounts of the University.

(vi) The annual report regarding scholarships awarded every year under this fund shall be submitted to the Management Council for its consideration and this report should be incorporated in the annual report of the University.

(vii) The amount received every year towards this fund shall be invested in "Term Deposit".

(viii) The balance amount after disbursement of scholarship, if any shall be added to the original fund.

8. Mode of Financial Assistance

The Financial Assistance to the students' on the role of the affiliated Colleges. or institutions, Teaching Departments of the University and Colleges conducted by the University will be made by way of Scholarships from the interest received from this fund.

9. Eligibility

(i) The scholarships shall be awarded on merit on the basis of result of any of the following examinations conducted by the Board of Secondary and Higher Secondary Education or University or Recognised Institutions.

(a) For under-graduate stage (leading to the first degree) after passing the XIIth standard examination:

(b) For post-graduate stage after passing the qualifying degree examination: *provided* that for the purposes of this rule, the courses B.Ed., B.P.Ed. , B.Lib. , L.L.B. etc. shall be considered as under-graduate stage courses and the marks obtained at the first degree level shall be the basis for award of scholarships :

(ii) Students who pass any of the qualifying examinations listed above with at least 60% marks shall be eligible for consideration, if the income of their parents/guardians from all sources does not exceed Rs. 2,50,000/- per annum.

(iii) In case of equal marks, the following procedure shall be adopted for deciding the merit.
(a) An applicant with higher total marks at the previous qualifying examination will be given preference. If the still persists, then;
(b) An younger applicant will be given preference over an elder applicant.

(iv) This scholarship shall not be held in conjunction with any other scholarships. However, it can be held along-with studentship which may be in the form of a free-studentship or reimbursement of tuition fee etc.

(v) The scholarships for Other Activities shall be awarded on the basis of performance in the immediate preceding year as under:-

(a) National Cadet Corps:

(1)	Enrolment as a cadet	: 10 Marks
(2)	Passing 'B' certificate examination	: 10 Marks
(3)	Passing 'C' certificate examination.	: 10 Marks
(4)	Attending N.C.C. camp at State Level	: 10 Marks
(5)	Attending N.C.C. camp at National Level	: 10 Marks
(6)	Participation in Republic Day parade	: 10 Marks

(b) National Service Scheme

(1)	Enrolment as a Volunteer	: 10 Marks
(2)	Attended Camp at University Level	: 10 Marks
(3)	Attended Camp at Inter University Level	: 10 Marks
(4)	Attended Camp at State Level	: 10 Marks
(5)	Attended Camp at National Level	: 10 Marks
(6)	Participation in Republic Day Parade	: 10 Marks

(c) Sports:

(1)	Participation in Inter-Collegiate tournaments conducted by the University	: 10 Marks
(2)	Participation in Inter University Tournaments conducted by AIU per event	: 10 Marks
(3)	Position in Inter Zonal University Tournaments conducted by AIU per event	: 10 Marks
(4)	Position in Al India Inter University Tournaments conducted by AIU per event	: 10 Marks

(d) Cultural Activities

(1)	Participation in Inter-Collegiate Youth Festival/ Debate/Elocution Competition/Cultural Activities conducted by the University or Universities	: 10 Marks
(2)	Representing the University in Inter-University Youth Festival conducted by AIU or any other competent authority per event	: 10 Marks
(3)	Obtaining a position at Zonal Inter University Youth Festival conducted by AIU or any other competent authority at the Inter-University level per event	: 10 Marks
(4)	Obtaining a position at All India Inter University Youth Festival conducted by AIU or any other competent authority per event	: 10 Marks

(e) In case of equal Marks, the following procedure shall be adopted for deciding the merit.

(a) An applicant studying in a higher class will be given preference, if the still persists, then;
(b) An younger applicant will be given preference over an elder applicant.

10. Tenability:

The scholarships are tenable for regular full time courses.

(i) A student who has been sanctioned scholarship on the basis of his XIIth standard results will be eligible for getting the scholarship for a minimum period prescribed for completion of the degree course and the student who has been awarded the scholarship on the basis of the result of first degree examination will be eligible for the minimum period prescribed for completion of the Post Graduate degree course and the courses mentioned in the provision of rule 9 (I) (b),

(ii) provided that-

(a) The student must pass every University examination in first attempt with at least 60% marks.

(b) The student must submit a certificate from the Principal/Head of the department/Institution regarding his/her good conduct and satisfactory attendance prescribed by the University.

(iii) A student who has been sanctioned scholarship on the basis of his/her performance in other activities shall be tenable for the academic year only.

11. Scholarships:

(i) Distribution of Amount of scholarships will be as under -

(a)	For Degree Courses	-	60%
(b)	For PG Courses	_	30%
(c)	For other activities (e.g. N.S.S., N.C.C., Sports and Cultural Activities)	_	10%

(ii) The amount of scholarships per annum for each category shall be as under:

(a)	For Degree Courses	ï Rs. 1500/- each
(b)	For PG Courses	ï Rs. 2000/- each
(c)	For Other Activities	ï Rs. 1500/- each

(iv) Distribution of Scholarship

(a) For Degree Courses
One scholarship for every 1200 students or part thereof

(b) For PG Courses

One scholarship for every 250 students or part thereof

Provided firstly that each faculty shall be allotted one scholarship irrespective of the number of students in the faculty, below the strength of students available under (a) & (b) above.

Provided secondly that if there exists an excess number of scholarships over the percentage prescribed for the scholarships for Degree and PG Degree courses. As a result of applying above formula the faculties beginning with the largest number of scholarships arranged in order of their magnitude shall each lose one scholarship consecutively till the numbers of actual scholarships are rendered equal to the number of scholarships prescribed. *Provided thirdly* that if their exists an excess number of scholarships over the scholarships prescribed, as a result of applying above formula and in case of the faculties having equal number of scholarships, the faculties with the lesser number of students shall each lose one scholarship consecutively till the number of actual scholarships are rendered equal to the number of scholarships prescribed.

(c) For distribution of scholarships under (a) & (b) above, the strength of students given in the immediate published Annual Report of the University shall be taken into consideration.

(d) For other activities-

National Service Scheme	-	8 Scholarships
Sports	-	8 Scholarships
Cultural activities	-	8 Scholarships
National Cadet Corps	-	8 Scholarships

12. Procedure for Application

(i) The Registrar shall notify and invite applications for the scholarships to award for the academic year, category-wise as prescribed under Rule 11 above before 15th September of every year.

(ii) (a) An application for scholarship shall be made in the prescribed form Appendix "A" through proper channel. The application shall be made in duplicate, one copy of which will be forwarded by the Principal / Head of the department / institution and the other copy be retained by him for the College / department / institution's record.

(b) One copy of a recent passport size photograph (to be pasted on the application form in the space provided for it) attested by the Principal / Head of the department / institution.

(c) One attested copy of the date of birth.

(d) One attested copy of mark sheet in respect of the qualifying examinations passed.

(e) One attested copy of the bonafide certificate from the Head of the Institution last attended.

(f) An income certificate of the parent / guardian stating the annual income from all sources issued by the competent authority.

(g) For the scholarships under rule 9 (v), one attested copy of each certificate regarding his/her achievements in Other Activities in the immediate preceding year.

(iii) Any application received after the prescribed date shall not be considered.

(iv) Incorrect entry / entries in the application form or wrong declaration in respect of income etc. would make the scholarship liable to cancellation and / or penalties to be determined by the Committee.

13. Procedure for award of scholarship

(1) Applications received within prescribed date shall be scrutinised and be placed before a sub-committee consisting of the following members

(i)	One Teacher member nominated by the Management Council Under rule 5 (ii)	-	Chairman
(ii)	One Teacher member nominated by the Academic Council Under rule 5 (iv)	-	Member
(iii)	One Teacher member nominated by the Senate Under rule 5 (v)	-	Member
(iv)	Director of Students' Development	-	Secretary

(2) The recommendations of the sub-committee in respect of the scholarships to be awarded in the academic year shall be placed before the Students' Welfare Fund Committee on or before 5th October every year.

(3) The Students' Welfare Fund Committee shall consider the recommendations of the sub-committee and declare the award of scholarships on or before 10th October.

(4) After declaration of the award of scholarships by the Students' Welfare Fund Committee, a notification in this respect shall be issued by the Registrar on or before 15th October.

(5) The Director of Students' Welfare shall inform the recipient of the scholarships for award of scholarship on his permanent postal address and to the Principal/ Head of department / Institution where he is studying.

(6) The cross cheque issued in favour of the holders of this scholarship be sent to the concerned Principal / Head of the department /institution on or before 30th October.

14. Procedure for Renewal of Scholarships

(i) For renewal of scholarships the students shall apply as soon as he takes admission in the next year in the College / Department/Institution through proper channel. The application shall indicate clearly the followings:-

(a) The total number of marks and the percentage obtained at the previous University Examination.

(b) True copy of the mark list of the said examination.

(c) The income certificate issued by the competent authority indicating the total annual income of, parent/guardian of the student from all sources not exceeding Rs. 2,50,000/- per annum.

(d) A certificate of the Principal / Head of the department or institution regarding his/her admission as a regular student in the College / Department or institution.

(ii) If, before the completion of the prescribed period for which the scholarship is sanctioned, the student becomes eligible for some other scholarship which he chooses in preference to this scholarship, he may do so, on the clear understanding that he would lose all claims on the subsequent instalments of this scholarship and would not be permitted to change his/her option under any circumstances.

15. Other conditions for the Award

(i) The scholars shall devote themselves to their studies to the entire satisfaction of the Principal / Head of the Institutions. In case a scholar migrates from one College / Department to another, within the jurisdiction of the University, without changing the course, he should immediately inform this change to the Director Students' Development of the University. In case he joins a College / Institution outside the jurisdiction of this University, the scholarship shall cease immediately.

(ii) If a scholar gets any other scholarship during the course of his studies, he shall immediately communicate this information in detail to the Director of students' Development of the University, through proper channel.

(iii) If there is a change in the permanent residential address of the scholar the change shall be communicated by the scholar immediately to the Director of students' Development, Sant Gadge Baba Amravati University, through proper channel.

16. Savings

Save as otherwise provided by or under these rules -

(a) The existing Students' Welfare fund shall be treated as "Students' Welfare Fund" under these rules.

(b) Every person holding office as a member of an existing Students' Welfare Fund Committee on the date immediately before the commencement of these shall continue to hold office as a Member and shall exercise such power and perform such duties as are conferred on them by or under these rules until the Committee constituted a fresh.

APPENDIX - A

SANT GADGE BABA AMRAVATI UNIVERSITY
Application Form for
Students Welfare Fund Scholarship
Information of the Current Academic Year
(Tick Mark (ã) for selection, wherever necessary)

Name of College, Code & Address with Pin Code :	
Admitted to the Class	
Date of Admission :	
Subjects offered :	
Duration required to complete UG/PG courses for	

Paste neatly Passport size Photograph attested by the Principal/Dean/ Director/HOD

DO NOT PIN or STAPLE

To,
The Registrar,
Sant Gadge Baba Amravati University,
Amravati.

Through : Proper Channel
Subject : Application for Award of Scholarship under Students Welfare Fund.

Ref. : 1) Rule No.2/1999 dated 21.05.1999.
2) Rule No.1/2003

Dear Sir,

In response to the under reference, I the undersigned beg to apply for the Under Graduate/Post Graduate/National Cadet corps (NCC)/National Service Scheme(NSS)/Sports(SP)/Cultural Scholarship of the Students' Welfare Fund.

Particulars, are as under :-

1. Student Name in Full (In CAPITAL Letter, beginning with Surname)

Surname	Name of Student	Father Name

2.

a. **Fathers/Guardians full Name**

Surname	Name of Student	Father Name

b. **Occupation**	
c. **Father's/Guardian Total Income Rs.**	

3. Date of Birth	**DATE**	**MONTH**	**YEAR**
Place			
State			

4. Nationality	

5. Permanent Address with Pin Code:

Mobile No.

6. Local address with Pin Code:

Mobile No.

7. Details of School/College in which student was learning in the presiding year *(Enclose attested copy of mark-list)*

FOR FINAL YEAR PASS OUT STUDENTS GIVE OUT OF TOTAL MARKS & OBTAINED MARKS OF THE ALL THE YEAR *(Enclose attested copies of mark-list of all the year)*

a) Name of the School/College :			
b) Examination passed	**Passing**		
	BOARD/UNIVERSITY	**MONTH**	**YEAR**
Roll Number	**Marks Obtained**	**Out of Total**	**% Marks**

8. Banks Details (Enclose Bank Pass Book Xerox Copy)

a) Name of Bank	
b) Branch	
c) Bank Account Number	
d) Bank IFSC Code	

9. Other Activities:

a) NCC				**b) NSS**			
Sr. No.	**Activity Participated**	**( )**	**No. of Times in Previous Year**	**Sr. No.**	**Activity Participated**	**( )**	**No. of Times in Previous Year**
1)	Enrol as Cadet			1)	Enrol as Volunteer		
2)	Passed B Cert			2)	CAMPS		
3)	Passed C Cert			a)	University Level		
4)	Camp- National Level			b)	Inter University Level		
5)	Camp- State Level			c)	National Level		
6)	RD Parade			d)	State Level		

c) SPORTS				d) CULTURAL ACTIVITY			
Sr. No.	**Activity Participated**	**( )**	**No. of Times in Previous Year**	**Sr. No.**	**Activity Participated**	**( )**	**No. of Times in Previous Year**
1)	Participation in Inter Collegiate Tournaments conducted by the University			1)	Inter Collegiate Youth Festival/Debate/Elocution Competition/Cultural Activities conducted by		
2)	Inter University Tournaments conducted by AIU			2)	Inter University Youth Festival conducted by AIU or any other competent authority at the inter University level.		
3)	Position in Zonal Conducted by AIU			3)	Position at Zonal Inter University Youth Festival conducted by AIU or any other competent authority at the inter University level.		
4)	Position in All India Inter University Conducted by AIU			4)	Position at All India Inter University Youth Festival conducted by AIU or any other competent authority at the inter University level.		

10. Other Scholarship, if any, Awarded: (Give details thereof (Amount, year, date etc.)

11. List of Documents:

a)	b)	c)
d)	e)	f)
g)	h)	i)

12. DECLARATION OF STUDENT

a) I hereby declare that, as per my knowledge, the details of information given above are true. I shall be entirely responsible for any mistake and that shall be binding on me.

b) I also declare that any entry / entries in my application found to be incorrect the scholarship stands to cancel and I shall be liable for the penalties.

Place : Signature :

Date : Name : ( )

13. VERIFICATION & RECOMMENDATION OF THE PRINCIPAL

Verified the information of Shri/Ku/Smt. ----------a regular student of this College, as per the records of the College/department/institution and found correct therefore, recommended for the said Scholarship.

Place : Signature

Date : Seal of the Principal / Head of the Institution with stamp

Name : ( )

14.*** FOR THE PURPOSE OF UNIVERISTY OFFICE USE ONLY *******	
SANCTIONED / NOT SANCTIONED **REASON IF NOT SANCTIONED**	
1) The Original Income Certificate not attached	11) The NCC Certificate not attached
2) The competent authority Income Certificate not attached.	12) The NSS certificate not attached
3) The previous year Mark-List not attached	13) The Sports certificate not attached
4) Below 50% Marks.	14) The Cultural certificate not attached
5) Income Certificate of Mother	15) Required Mark-List not attached
6) Over Income	16) Required NCC certificate not attached
7) The Photograph not attached	17) Required NSS Certificate not attached
8) Government Scholarship Holder	18) Required Sports certificate not attached
9) Exam failure candidate	19) Required Cultural certificate not attached
10) Not applied in previous year	20) Required Bank Pass Book Xerox not attached
Chairman **Member**	**Member** **Secretary**

Prof. Ramprakash Shamlalji Rathi Memorial Scholarship

Object:

The award of Merit Scholarships of B.A. Part-I students from the Endowment fund donated by Shri. Purushottam Shamlalji Rathi.

By this Direction the donation of Rs.1,11,000/- donated by the Donor Shri. Purushottam Shamlalji Rathi will hereby be regulated on the following conditions.

i. Merit Scholarships to be awarded to first 5 (five) students, who...
   a. are admitted to B.A. Part-I, course offered by the Sant Gadge Baba Amravati University and
   b. are Ranked as per (Merit) of the secured marks at XIIth std. examination and not below the 60% marks (aggregate).

ii. Each scholarship will be of Rs1500/- Payable in one installment only.

iii. Out of the total interest on deposit 10% shall be deducted as administrative charges, which shall be credited to the general fund at the commencement of every year. Remaining part of interest on deposit shall be utilized for award of Merit Scholarships.

iv. The award of Merit Scholarships to the eligible students, shall be made by the University every year on the basis of as merit as per (i) above on the recommendations of Students' Welfare Fund Committee.

v. A candidate will be considered for the Scholarship, who prosecutes his/her studies and carry on his/her merit in 12th standard
   a. Secured highest number of marks (not less than 60%) amongst applicants.
   b. Age below 20 years on the last date of receipt of application

vi. The scholarship shall not be held in conjunction with any other scholarship.

vii. In case, it becomes impracticable for University to declare the award, the University shall be sole authority to modify the conditions of award according to its requirements, so as to ensure declaration of the award regularly.

viii. The citation conferring the award shall suitably be notified by of Sant Gadge Baba Amravati University Gazette and shall be incorporated in its Annual Report.

ix. The matters not otherwise provided for in this regulation shall be determined by the Management Council and its decision thereon shall be final.

x. Applications shall be called from the College which will be affiliated to Sant Gadge Baba Amravati University in every year. Scrutinized applications shall be placed before the committee, for declaring the award of scholarships before 30th Nov. of every year.

xi. Any amount saved out of the income of the endowment, shall be allowed to accumulate and shall be added to the fund. The additional income shall be utilized for increasing the value of the award.

xii. Out of the total annual interest 10% shall be deducted as Administrative charges which shall be credited to the General fund at the commencement of every financial year.

SANT GADGE BABA AMRAVATI UNIVERSITY
Application Form for
Late Prof. Ramprakash Shamlalji Rathi Memorial Scholarship
Information of the Current Academic Year

Name of College, Code & Address with Pin Code :	
Date of Admission :	
Subjects offered	

Paste neatly Passport size Photograph attested by the Principal/Dean/ Director/HOD

DO NOT PIN or STAPLE

To,
The Registrar,
Sant Gadge Baba Amravati University,
Amravati.
Through : Proper Channel
Subject : Application for Award of Late Prof. Ramprakash Shamlalji Rathi Memorial Scholarship under Students' Welfare Fund
Ref : Direction No.48/2010 dated 19.07.2010

Dear Sir,

In response to your letter, I the undersigned beg to apply for the Late Prof. Ramprakash Shamlalji Rathi Memorial Scholarship under Students' Welfare Fund.

Particulars, are as under :-

1. Student Name in Full (In CAPITAL Letter, beginning with Surname)		
Surname	Name of Student	Father Name

2). a) Fathers/Guardians full Name		
Surname	Name	Father Name
b) Occupation		

3. Date of Birth	DATE	MONTH	YEAR
Place			
State			

4.Nationality	

5. Permanent Address with Pin Code :

6. Local Address with Pin Code :

7. Details of Presiding Year :
a) Name of the Junior College :

b) Examination passed	**Passing**		
	BOARD	**MONTH**	**YEAR**
Roll Number	**Marks Obtained**	**Out of Total**	**% Marks**

8.Banks Details (Please attached Bank Pass Book Xerox Copy	
a) Name of Bank	
b) Branch	
c) Bank Account Number	
d) Bank IFSC Code	

9. Merit Scholarship to be awarded to the students

a) Who are admitted to B.A.Part_1 course offered by the Sant Gadge Baba Amravati University and

b) Are ranked as per (merit) of secured marks at XIIth Std. examination and not below 60% Marks (aggregate)

10. Other Scholarship, if any, Awarded: (Give details thereof (Amount, year, date etc.)	

11. List of Documents :		
a)	b)	c)
d)	e)	f)
g)	h)	i)

12. DECLARATION OF STUDENT

a) I hereby declare that, as per my knowledge, the details of information given above are true. I shall be entirely responsible for any mistake and that shall be binding on me.

b) I also declare that any entry/entries in my application found to be incorrect the scholarship stands to cancel and I shall be liable for the penalties.

Place : Signature :

Date : Name : ( )

13. VERIFICATION & RECOMMENDATION OF THE PRINCIPAL

Verified the information of Shri/Ku/Smt. _____ a regular student of this College, as per the records of the College/department/institution found correct therefore, recommended for the said Scholarship.

Place : Signature

of the Principal/Head of the Institution

with stamp

Seal

Date : Name :

14. FOR OFFICE USE ONLY	**MERIT NO.**		
SANCTIONED/NOT SANCTIONED			
REASON IF NOT SANCTIONED			
Chairman	**Member**	**Member**	**Secretary**

Sant Gadge Baba Students Safety Insurance Policy Scheme

1. Name of Scheme:

These rules may be called as Sant Gadge Baba **Safety Insurance Policy Scheme**

2. Objectives:

To Provide Safety Insurance Policy to all the students of Sant Gadge Baba Amravati University Affiliated Colleges and University Teaching Departments.

3. Eligibility:

A) Students admitted to regular course in Sant Gadge Baba Amravati University Affiliated Colleges and University Teaching Departments

B) No Age limit of the students

4. Tenure of the Policy:

The Policy shall be for a period of one year from date of issue (i.e. From 20 October to 19 October of Every year)

5. Policy Coverage:

A) Accidental Insurance Claim (full disability, half disability, simple disability, Claim for reimbursement of medical cost)

B) Death Claim

6. Premium:

The Premium shall be 10 rupees per student which is inclusive of service tax (GST).

7. Rules:

A) The Office of the Insurance Company shall be Local (Amravati City)

B) The Insurance Company shall be Government (Nationalize)

C) Insurance company shall mention clearly how much cover the maximum in the year.

D) The Claim shall produce within the 30 days from the date of accident, there is no any restriction where the place of accident.

E) If Claim sanctioned, amount of claim shall give to the parents of the student. The Insurance Company has responsibility to send details documents of the claim to the office of the Registrar and Office of the Studentsô Development.

F) Insurance company shall mention clearly how much cover the maximum in the year.

G) University shall follow the tendering policy for the selection of the insurance company. The company will select who give the maximum cover for claims

H) After selection of the Insurance Company for the said year, company shall sign the Agreement on stamp paper of Rs. 500 (Five Hundred Rupees)

Soft Skill Development Scheme

Objective:

Development of studentôs personality shall not be with only bookish or intellectual education. Albeit the real improvement of personality has been on the balance of body, mind, intellectual and soul. After discussing all these things students taking higher education shall develop soft skill with conversation, interview skills, group discussion, introduction, letter writing, presentation, time management, goal setting, motivation, character, ethics and moral etc with these objectives by starting Soft Skill Development Scheme shall help the students directly.

Rules:

1.	The proposal for organizing Soft Skill Development Scheme from affiliated Colleges will call by Students Development Department every year after the commencement of academic year.	
2.	It shall inform about the organization of Soft Skill Development Scheme to related Colleges after the sanctioned of received proposal for organization by Hon. Vice-Chancellor	
3.	**Name of Scheme**	The name of the Scheme shall be Soft Skill Development Scheme

4.	**Scope**	Workplace shall be all affiliated Colleges of University.
5.	**Students**	Participant Students shall be of learning in final year in this scheme.
6.	**Number of participants**	Total number of participant students in this scheme shall be 40 to 50 only. In an exceptional case total 25 students shall be participated
7.	**Total Sessions & Duration of organization**	The programmes under this scheme shall be of (4) Four days. There shall be 10 Sessions. Every session shall be of 1 hour and 30 Minutes.
8.	**Trainer**	Teachers trained under the training of HRDC, (Train the Trainer) SGBAU, Amravati shall be trainer of these workshop.
9.	**Expenses of Workshop**	The expenses of these organized workshops shall be in budget of Students Development Departments under the Title iv) Students Council Activities Fund, of subtitle c) Soft Skill, in subtitle i) soft Skill/ training programme. The University shall bear the expenses of only honorarium of trainers and certificates.
10.	**honorarium of trainers**	Trainers shall be given per session Rs. 500/- (Rs. Five Hundred only) for total 10 sessions Rs. 5000/- (Rs. Five Thousand) as an honorarium.
11.	**Certificate**	The University shall provide the printed certificate to participantôs students in the workshop.
12.	**Timetable**	The following 10 sessions timetable and syllabus of workshop
13.	**Feedback**	It is compulsory to fill the feedback format provided by University from all the participantsô students about the workshop organization.
14.	**Report**	The College/Institute shall submit report and photos about the organization of workshop in the format provided by University as well as brief report of Feedback format by all participant students provided by University.
15.	**Clearing of Expenses**	It is compulsory to submit total payable expenses of workshop to the office of Director Student Development, Sant Gadge Baba Amravati University, Amravati after organization of workshop along with report. The clearing shall be by University only after related Colleges submitted Payable expenses.

Syllabus for Soft Skill Development Workshop

Sessions	Time	Subject
Session – 1		**Motivation**
	15 Min.	A) Importance of Motivation
	30 Min.	B) Internal & External Motivation
	20 Min.	C) Self Talk
	25 Min.	D) Growth Mindset
Session – 2		**Goal Setting**
	15 Min.	A) Dreams of Goals
	15 Min.	B) Setting Goals
	30 Min.	C) Types of Goals (Short term, Long term, Life time)
	30 Min.	D) Case Study
Session – 3		**Verbal Communication**
	10 Min.	A) Listening, Watching, Speaking
	10 Min.	B) Win ï Win ï Win situation
	15 Min.	C) Emphatic Communication
	25 Min.	D) Preparation of Speech
	15 Min.	E) Public Speaking
	15 Min.	F) Current affairs in speech
Session – 4		**Non Verbal Communication**
	30 Min.	A) Science of body Language
	15 Min.	B) First Impression
	15 Min.	C) Reading Face & Eyes
	30 Min.	D) Cross cultural body Language
Session – 5		**Presentation Skills**
	10 Min.	A) Grooming as a speaker
	15 Min.	B) Classify of words, thoughts & ideas
	15 Min.	C) Manners
	20 Min.	D) Speed, Audibility & Voice modulation
	15 Min.	E) Audience Handling
	15 Min.	F) Grooming as a speaker

Session – 6		**Time Management**	
	15 Min.	A)	Time as a Resource
	30 Min.	B)	Identification of Time wasting
	15 Min.	C)	Providing work to be done
	30 Min.	D)	To do list & check list
Session – 7		**Group Discussion**	
	10 Min.	A)	Meaning of GD
	10 Min.	B)	Types of GD
	10 Min.	C)	Process & Treats of GD
	15 Min.	D)	Doôs & Donôts
	45 Min.	E)	Suggestive latest topics & mock GD on any one topic
Session – 8		**Resume Writing**	
	15 Min.	A)	Functions of Resume
	10 Min.	B)	Types of Resume
	50 Min.	C)	Formats & section headings
	15 Min.	D)	Sample Resume course specific
Session – 9		**Interview Skills**	
	15 Min.	A)	Intent/ Objectives
	20 Min.	B)	Types of Interviews
	15 Min.	C)	Structure of interviews
	40 Min.	D)	Doôs & Donôts of Interview
Session – 10		**Character, Ethics & Moral**	
	30 Min.	A)	Character - Meaning, Development, Philosophy
	30 Min.	B)	Ethics - Meaning, Development, Philosophy
	30 Min.	C)	Moral - Meaning, Development, Philosophy

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTSô DEVELOPMENT DEPARTMENT

Soft Skill Development Scheme
Application Form
Last date of Submission:
Academic Session ï 20 -20

To,
Hon. Director,
Studentsô Development Department
Sant Gadge Baba Amravati University,
Amravati

Subject: Regarding submission of proposal for organizing Soft Skill Development Scheme
Reference: Your letter no. é é é é é é ..date oné é é é .

Respected sir,

With reference to the above mentioned subject, our College is submitting proposal for organizing Soft Skill Development Scheme. Please grant the permission for this proposal.

With regards

1. Name of College and Code	
2. Name of Coordinator of workshop	
3. Mobile No. & Email Id	
4. Name of Student Development Officer	
5. Mobile No. & Email Id	
6. Total number of students admitted to final years in College	
7. Approximately number of students who can attend soft skill development scheme	

Date Seal Principal
Place Signature with stamp

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTSô DEVELOPMENT DEPARTMENT

FEEDBACK OF STUDENT PARTICIPANT UNDER THIS SCHEME

(Fill the following information by students himself/ herself)

Date: / /20

Organizer College/ Institute Name	
Name of Workshop/Scheme/project	

1.	Name and Address of Student	
2.	Mobile number of Student	
3.	Name of College/Institution	
4.	Faculty /class	

é .
Tick (ã) in the following columns

1.	Usefulness of such project in students development	Best	Good	Satisfactory	Worst
2.	Was the time duration of such project sufficient?	YES		NO	
3.	Was the planning of such project proper?	YES		NO	
4.	Your opinion about available trainer of such project	Best	Good	Satisfactory	Worst

Sign of Student

Student Development Officer
Signature with stamp

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTSô DEVELOPMENT DEPARTMENT
Brief Report of College
(Fill the following information as per the studentsô feedback)

Date: / /20

1	Organizer College/ Institute Name	:é ... é
2	Name Hon. Principal / Director	:
3	Name of Student Development Officer	:
4	Name of Workshop/Scheme/Project	:
5	Duration of Workshop/Scheme/Project	: Date To Date
6	Total Number of participant students	: Boys Girls Total

7. Information of the Trainers

Sr. no.	Name of Trainers	College/Address	Mobile No.	Email Id	Total Conducted Session

(Write total numbers as per studentsô feedback in the following columns)

1.	Usefulness of such project in students development	Best	Good	Satisfactory	worst
2.	was the duration of such project sufficient?	YES		NO	
3.	Was the planning of such project proper?	YES		NO	
4.	Your opinion about available trainer of such project	Best	Good	Satisfactory	worst

Student Development Officer
Signature with stamp

Principal
Signature with stamp

SANT GADGE BABA AMRAVATI UNIVERSITY
STUDENTS' DEVELOPMENT
SOFT SKILL DEVELOPMENT WORKSHOP 20 - 20
Certificate of Participation

This is to certify that Mr./Ms. ---------- of ---------- Class ---------- has actively participated in Four Days **"Soft Skill Development Workshop"** jointly organized by The Studentsô Development, Sant Gadge Baba Amravati University, Amravati and (College Name) ---------- from ---------- to ---------- at ----------.

Student Development Officer/
Program Convener

Principal

Director,
Students Development,
Sant Gadge Baba Amravati University

SANT GADGE BABA AMRAVATI UNIVERSITY

R E C E I P T

Received Rs _____ (In Words _____) from the Registrar, Sant Gadge Baba Amravati University, Amravati towards the payment of Honorarium Charges to attend "Soft Skill Development Workshopò as a Trainer from _____ to _____, Total Session _____ as per the rate Rs. 500/- per session.

Place :

Dated :

Signature :

Name