



(A Govt. Aided, ISO 9001:2008 Certified, Autonomous Institution Affiliated to Anna University)
Madurai 625015, T.N., India.

Best Outgoing Student (2016- 2017) – B.E. /B.Tech. and PG

APPLICATION

Name of the Candidate :

Department :

Roll No. :

Reg. No.:

Photo	About me... (Not more than Two Lines)

SCORE SHEET

(To be filled by the Scrutiny Committee)

<i>SL. No.</i>	<i>Category</i>	<i>Maximum Marks</i>	<i>Marks (awarded by Scrutiny Committee)</i>
1.	Academics	50	
2.	Co curricular Activities	40	
3.	Placement, Internship and Higher Studies	40	
4.	Extra Curricular Activities	30	
5.	Special Contribution to College	10	
6.	HOD Recommendation	10	
Sub Total		180	
7.	Interview	20	
Total		200	

Signature (Scrutiny Committee).....

Note: * Marks to be filled by the Scrutiny committee

INSTRUCTIONS TO BE READ BEFORE FILLING UP THE APPLICATION

1. Students should submit the certificates/proofs along with application.
2. Any student involved in disciplinary issues is not eligible to apply. (Malpractice, Condonation, Repeat course, Suspension, Expulsion, levied fine, etc.,)
3. Only students who have no history of arrears are eligible to apply.
4. Inclusion of certificates won't be permitted after submission of application.
5. Attach the copies of the respective documents / certificates for each items mentioned below :

i. Academics (Sl. No.1)

Copy of Grade Card (upto Seventh Semester).

ii. Co curricular Activities (Sl. No.2)

- a) Publications in Journals & Conferences– Copy of the First Page.
- b) Inter College Competitions – Copy of the certificate issued by the respective Institution/ Organisation.
- c) Intra College Competitions - Copy of the certificate issued by the respective department.
- d) Intra Departmental activities – Certificate issued by the respective Faculty Coordinator and Head of the department.

iii. Placement, Internship and higher studies (Sl. No.3)

- a) Certification – Copy of the certificates like Redhat, DB2,....
- b) Internship – Copy of the letter issued by the organisation/Institution attested by the respective Head of the department or Placement Officer & Dean (III) .
- c) Professional Societies – Certificate issued by the respective Faculty coordinator of the Society and HoD.
- d) Placement Activities and Placement – Certificate issued by the Placement Officer and Dean (III).
- e) Higher Studies – Copy of the Score card (GRE, CAT, TOEFL,..) / Admission offer obtained.

iv. Extra Curricular Activities (Sl. No. 3)

- a) Cultural Club – Certificate issued by the staff in charge of the event and Dean (CC & ECA).
- b) NSS/NCC – Certificate issued by the respective officers and Dean (CC & ECA).
- c) Sports – Certificates obtained in the respective events issued by Physical Director and Dean (CC & ECA).

- v. **Special Contribution to College**
- a) College Level – Certificates issued by respective staff in- charge and HOD and concerned Dean.
 - b) Department level – Certificates issued by respective staff in -charge and HOD.
 - c) SIG Activities – Certificate issued by the respective Faculty coordinator and HoD.
6. Students should arrange the certificates in the order as per the order in the application and should write the serial number on the **top right corner**.

Example:

- i. For publication (Conference) – students should enclose copy of the first page and write “2 – a – iii” on the top right corner
 - ii. For Cultural Club activities – Students should write “4 – a” on the top right corner of the certificate.
7. Students must furnish the required details according to the particulars specified. Duration indicates the period for which the office is held. It has to be indicated along with the Post held.

Eg: From JUNE 2015 to FEBRUARY 2016

8. Students who have undergone an internship during summer / winter vacation alone are eligible to claim marks under 3b.
9. Wherever specific details are needed, it is mentioned in particulars column of the form. Indicate those details and attach required proof of documents supporting it.
- 10. Application form along with the supporting documents should be spiral bound and submitted to the respective HoD on or before 28.02.2017 (Tuesday) 4.00 P.M.**
- 11. Erroneous and late submission will be summarily rejected.**
- 12. Short listed students will receive communication from the respective HoD for appearing to the BOS selection interview.**
- 13. The BOS selection interview is tentatively scheduled on 17.03.2017 (Friday) @ 2.00 P.M. in the Principal’s Chamber.**

1. Academics (Maximum 50 Marks)

Normalized mark = (Student CGPA ÷ Department Topper CGPA) × 50

**Marks Obtained*

2. Co – Curricular Activities (Maximum 40 Marks)

a. Paper Publications (Maximum 10 Marks)

i. Journals

- A paper can be referred only once, either in 2 a or 2 b or 2 d.
- State your status for each paper-First author or second author or third author
- Only Publications in reputed journals (DOI with impact factor) will be considered

<i>Level</i>	<i>Title of the paper, Author's Names (as per the order in the paper), Journal name, Month & Year of publication, DOI No. & Impact factor</i>	<i>Mark*</i>
International		
National		

ii. Magazines

<i>Level</i>	<i>Title of the paper, Author's Names (as per the order in the article), Magazine name, Month & Year of publication</i>	<i>Mark*</i>
International		
National		

iii. Conferences

<i>Level of Institution</i>	<i>Level of conference</i>	<i>Title of the paper, Author's Names (as per the order in the paper), Conference name, Organizer, Venue, Month & Year</i>	<i>Mark*</i>
IIM, IIT, NIT, IISc, AU Chennai, International Institutions/ Professional Societies	International		
	National		
	Architecture Category		
Other Institutions (Deemed Universities and other Colleges)	International		
	National		
	Architecture Category		

**Marks Obtained*

b. Institution/Society Competitions: (Maximum 10 Marks)

<i>Project/ Design competition/Paper Presentation/any other technical events</i>	<i>Prize Won</i>	<i>Event Name, Organizer, Venue Month & year</i>	<i>Mark*</i>
IIM, IIT, NIT, IISc, International Institutions/ Professional Societies	First		
	Second		
	Third		
	Finalists		
	Participation		
Other Institutions (Deemed Universities and other Colleges)	First		
	Second		
	Third		

**Marks Obtained*

c. Corporate Technical Contest: (Maximum 5 Marks)

<i>Event Name, Organizer, Venue Month & year</i>	<i>Awards won/ Level of Participation</i>	<i>Mark*</i>
	First prize Second Prize Third prize Finalists	

**Marks Obtained*

d. Intra College Competitions: (Maximum 5 Marks)

<i>Project/ Design competition/Paper Presentation/any other technical events</i>	<i>Prize Won</i>	<i>Event Name, Organizer, Venue Month & year</i>	<i>Mark*</i>
Inter – Department level	First		
	Second		
	Third		
Intra – Departmental level	First		
	Second		
	Third		

**Marks Obtained*

e. Intra departmental activities(Maximum 10 Marks)

- Post held/Period & Work done to be certified by the respective Staff In charge & HoD

<i>Post held/ Work done in Department</i>	<i>Duration and Nature of activities</i>	<i>Mark*</i>
Department/TECUTSAV General Secretary		
Treasurer		
Joint Secretary		
Joint treasurer		
Event coordinator/ TECUTSAV event coordinator		
Department magazine :Editors/ Author		
Class Committee		
Class-Representative		
Industrial Visit/ Local Visit Coordinator		

**Marks Obtained*

3. Placement, Internship and higher studies (Maximum 40 Marks)

a. Certification (Maximum 5 Marks)

<i>Type of Certification</i>	<i>Course Name, Organization Name, year, Level or Score</i>	<i>Mark*</i>
Business English Certificate, Vantage level - A / B		
MNC Based Certification		
Internal certification(College level)		

**Marks Obtained*

b. Internships - Exclusively during summer /winter vacation (Max.10 Marks)

(* In-plant training and Internship cum placement should not be mentioned here)

<i>Hosting Institution level</i>	<i>Organization Name & Address, Period</i>	<i>Mark*</i>
IITs and IISc		
MNC & International Institutions		
Other companies / Institutions		

**Marks Obtained*

c. Professional and Technical Societies (Does not include Inter and Intra departmental associations activities) (Maximum 10 Marks)

- Post held/Period & work done to be certified by the respective Staff In charge/HoD/Dean

<i>Level of post held</i>	<i>Level of post, Period, Nature of activities</i>	<i>Mark*</i>
Top level office bearers (includes chapter conveners, club coordinators)		
Lower level office bearers (includes, dept. coordinators, volunteers)		
Organizing an activity/ Event Coordinators		

**Marks Obtained*

d. Placement Activities and Placements (Maximum 10 Marks)

- Post held/Period and work done to be certified by Placement Officer and Dean (III).

<i>Activity</i>	<i>Work</i>	<i>Particulars (Duration and Nature of activities)</i>	<i>Mark*</i>
Placement Activities (Maximum 5 Marks)	Placement Representative		
	Placement Volunteer		
	Placement Trainer		
Placement (Maximum 5 Marks)	Single/Dual	Name of the Company	
	Dream job	Name of the Company	

**Marks Obtained*

e. Higher Studies (Maximum 5 Marks)

<i>Particulars</i>	<i>Mark*</i>
If Score/percentile Exceeds Certain level - GRE \geq 300, GMAT 700, CAT/XAT \geq 90%, MAT/JMET \geq 95%	
If Score/percentile Exceeds Certain level GRE is in 280-300, GMAT 650-700, CAT/XAT 80-90%, MAT/JMET 90%	
TOEFL(iBT) \geq 90, IELTS \geq 6	
General participation in any one of the exam specified above & GATE	

**Marks Obtained*

4. Extra Curricular Activities (Maximum 30 Marks)

a. Cultural Club (Maximum 10 Marks)

- Post held/Period & work done to be certified by the respective Staff in charge / HoD / DEANs

<i>Post held in Cultural Association</i>	<i>Particulars</i>	<i>Mark*</i>
<i>College Level Responsibilities in Cultural Activities</i>		
Overall General Secretary		
Club Secretary		
Club Member		
Quest -Overall general secretary		
Quest -Organizing secretary		
Quest -Joint Secretary		
Event coordinator		
Activity (Maximum 5)		
<i>Department Level Responsibilities in Cultural Activities</i>		
Event coordinator		
Prizes Won (Inter College)		
Prizes Won (Inter department)		
Prizes Won (Intra department)		

**Marks Obtained*

b. NSS /NCC (Maximum 10 Marks)

i. NSS

<i>Details</i>	<i>Period, Nature & Level of participation</i>	<i>Mark*</i>
NSS Coordinator		
Co Coordinator		
Awards		
Camps		
Orphanage /Old age home visits		
Blood donation		

ii. NCC

<i>Details</i>	<i>Period, Nature & Level of participation</i>	<i>Mark*</i>
Final rank of SCUO/ CUO		
Final rank of CQMS/ CSM		
Final rank of SGT		
Final rank of CPL/ LCPL		
AAC, NIC, CATC		
Pilot representation		
Guard party		
Prizes from camp		
B certificate		

Note: * Marks to be filled by the Scrutiny committee

C certificate		
RDC National representation		

**Marks Obtained*

c. Sports (Maximum 10 marks)

<i>Details</i>	<i>Level, Period and Nature of event</i>	<i>Mark*</i>
General Captain		
House Captain		
Team Captain		
Representation national level		
University representation		
University level winner		
Inter Zonal winner		
Inter Zonal representation		
Zonal winner		
Zonal representation		
TIES winner		
TIES representation		
Intramurals winner		
Marathon winner		
Marathon representation		
Intra murals representation		

**Marks Obtained*

5. Special Contribution to College (Maximum 10 marks)

- Activities mentioned in this category should not be repeated elsewhere.
- Respective staff coordinator /HoD / DEANs certification is must.
- Certificate with detailed description has to be produced.

<i>Activity</i>	<i>Nature & level of participation and period</i>	<i>Mark*</i>
<i>College / Development level activities:</i> 1. Lab development & Maintenance 2. Peer Coaching 3. Open House 4. SIG Activities 5. 5S & Housekeeping 6. TEQIP, EDC, CC, WDC, QC 7. Rortract club/Language club/Higher studies club		
Volunteer for any other College Development / Social Activities		

**Marks Obtained*

DECLARATION

I hereby certify that all the details furnished above are true to best of my knowledge. If anything found false, I will forfeit my candidature for this award.

Place:

Date:

Signature of the student

RECOMMENDATION BY THE DEPARTMENT

Name:

Roll No:

Reg. No:

Substantiate the deservedness of applicant for this award with few points in the box given below:

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•
•
•
•

Marks awarded by the department: _____ (Max. 10)

Signature of the Tutor

Signature of the Dept. Level Coordinator

Signature of the HoD

Date:

Note: Students have to give spiral bound filled application with all proofs to the department and afterwards the respective dept. will fill up this page and award marks for the department.

Note: * Marks to be filled by the Scrutiny committee