

Application for ECA Medals for 2022-23

Date:

The Convenor
Annual Awards Committee
Shri Ram College of Commerce
University of Delhi
Delhi-110007

Dear Madam

I, hereby, submit my application for claiming

Prize/Medal and hoping for a favourable consideration. I am submitting the required information as under and enclosing the required documents to substantiate my claim.

Section I: Personal Information

1. Name:

2. Father's Name:

3. Mother's Name:.....

4. Course & Semester:

5. College Roll no.:

6. Mobile number: Alternate Mobile No.:

7. Email ID

8. Correspondence Address:

9. Position(s) of Responsibility:

10. Position of Responsibility (Recommendation of TIC is mandatory) :

.....

Section II: Event Related Information

1. Name of the event(s) **organised** along with level – inter-college/intra-college/ others (please specify). Applicant may extend the format given below if number of events exceed three.

Name of the Event	Date & Year of Event	Level	Page No. of the supporting Document
1			
2			
3			

2. Have the promised prizes and other deliverables reached the participants of the event?

(Yes or No)

3. Name of the event(s) **participated** along with level - inter-college/intra-college/ others (please specify) Applicant may extend the format given below if number of events exceed three.

Name of the Event	Date & Year of Event	Level	Page No. of the supporting Document
1			
2			
3			

Section III: Declaration

1. I, hereby, declare that no disciplinary action has been taken against me.
2. All the information provided by me is true and in case of any discrepancy, the Annual Awards Committee reserves the right to alter its decision.
3. I have attached a recommendation by (TIC of.....) with regard to my contribution in organising events/ participation and also containing information about point no. 2 contained in Section II.

Section IV: My Social Work

(This section is relevant for claimants of Social Service Medal only)

Kindly attach a duly signed **Impact Assessment Report** not exceeding 500 words detailing your contribution, number of beneficiaries under specific project(s), sources of funds and any other relevant detail.

Please have it ratified by the Teacher-in-Charge.

IMPORTANT TO NOTE:

- a. All relevant **documents/certificates** must be enlisted in **chronological order** along with this form to substantiate claim.
- b. The hard copy of the letter of recommendation/ ratification from the concerned TIC should be submitted along with the supporting documents enclosed in the Annexures.
- c. Interviews will be held on-line.
- d. The hard copy of the duly filled application form along with the self-attested copies of supporting documents should reach the College Admin. Office latest by Tuesday, **6th June, 2023**. The duly filled form may be physically submitted to the admin office or the same may be posted (Registered Post/Speed Post/Courier) to the following address:
Shri Ram College of Commerce, University of Delhi, North Campus, Maurice Nagar, Delhi-110007
- e. All the supporting documents/certificates which are enclosed with the application should be properly enlisted in the formats provided in Section II above **highlighting the page number assigned to each document/certificate**.
- f. **Separate Application form along with the enclosures should be submitted for claiming different awards/medals.**

g. Envelope containing duly filled application form along with the supporting documents should mention the following:

- Name of the Student
- Medal/Award applied for
- Course and Batch
- Contact Number

h. For any query, student may contact the following faculty members on any working day between **10 a.m. to 5 p.m.:**

- Prof. Suman Bhakri (9818969944)
- Dr. Monika Bansal (9953708387)
- Dr. Alok Kumar (9013435648)
- Dr. Shalini Aggarwal (9971199736)
- Dr. Jaideep (9718163205)
- Mr. Harvinder Singh (8527840882)