

OFFICE OF PRINCIPAL**NOTICE****SELECTION OF CLUB / BOARD SECRETARIES (BOYS & GIRLS) (AY 2022-23)**

1. Appointment of various club **secretaries** (Boys and Girls) is to be carried out in **Aug 2022**. Students desirous to apply for various posts are requested to submit their applications to respective staff I/Cs of various clubs/boards on or before **20 July 2022**.
2. Interviews for selection of Club/Board secretaries (Boys and Girls) are scheduled in offline mode as follows:

Club / Board	Date & Time
Technical Board Secretary, Cultural Secretary, Sports Secretary, NSS Secretary, PR Cell (incl Social Media),	25 Jul 2022 (Tentative)
OSS, Robotics, Spiritual, Magazine, Music, Robotics, Supra / Baja, Fine Arts, Nature's, Debating & Dramatics, Maths, EV Club and any other newly added clubs	26 Jul 2022 (Tentative)

3. Appointment of all Secretaries will be on Adhoc Basis till the declaration of results of May/Jun 2022 examination. Once the adhoc selected candidate comes out with all clear result and with no disciplinary cases, his/her appointment will be confirmed.
4. Students who have applied for various posts should remain present in offline mode at 9:15 a.m. as per above schedule in new conference hall. Students who are in internship/out of Pune on permitted leave, can give interview in online mode if permitted by management. Meeting link will be shared subsequently.
5. **Criteria for Club Secretaries/Members**
 - (a) Following criteria has been set up for the post of all club secretaries.
 - i. He/ She should be member of club for current academic year for which he/she are applying (except cultural/sports club/Magazine).
 - ii. He / She should **not** be involved in any disciplinary cases.
 - iii. No backlog in any theory/practical exam by the time of result declaration of Nov / Dec 2021 examination.
 - iv. He / She should be regular students of AIT.
 - v. Minimum 6.25 CGPA in Sem 1 to Sem 4 exam results.
 - vi. Physical attendance as per Savitribai Phule Pune University criteria.
 - (b) Students should fulfill the above criteria to become member / secretaries of various clubs / boards by the time of declaration of results of Nov / Dec 2021 examination.
 - (c) Record of members / secretaries with their applications will be maintained by current secretaries and will be submitted to faculty In-charge at the end of the academic year.
6. Format of Application is available in photocopy shop.

(Dr. B.P. Patil)
Principal

Copy to : P.T.O.

Copy to :

Director
Jt Director } For information please.

HOD Mech,
HOD Comp
HOD E&TC
HOD IT
HOD ASGE } Circulate on email to students.
Circulate to faculty

Student Section - email to all SE & TE Students.