

Appendix 1

ENTITY FORMATION: PROPOSAL FORM

Entity Name	
Vision of Entity [Must be in 4 Points]	
1. 2. 3.	
Proposed Flagship Event (Must be 1 to 3) in an Academic Year	
1. 2. 3.	
Proposed Activities /Workshops (Must be 5 to 10) in an Academic Year	
1. 2. 3.	
Proposed Collaboration, Sponsorship, Mentoring	
1. 2. 3.	
Optional List (Please refer the attached templates)	
1. Previous experience [faculty/student] 2. Proposed Student Members List 3. Proposed Activity Calendar for AY 2024-2025 4. Proposed Budget Requirement	
**If in case any discrepancy is found, the club formation request will be rejected.	

Proposed Faculty Name

EID:

Signature.....

Proposed Student Name

UID:

Signature.....

Templates

Previous experience of Faculty [Mention any two best Activities and Events organized by you.]

Sr. No.	Name of Activity	Type of Activity	Participation Count	Level of Activity [University Level/ Department Level/ Institute Level]	Attach the Certificate as a Proof
1.					

Member List [Attach 100 Students Details]

Sr. No	Name of Students	UID	Cluster	Institute	Department
1.					

Proposed Calendar for AY 2024-25

Sr. No.	Name of Activity	Type of Activity	Proposed Date	Description	Objective	Outcome	Participation Count	Budget
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Budget Details

Sr. No.	Cluster	Total Annual Co curricular Budget Allocated to Dept.	Budget Required from University [Debit]	Budget [Credit]
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