



JAI HIND COLLEGE

Basantsing Institute of Science & J. T. Lalvani College of Commerce.
and Sheila Gopal Raheja College of Management

Empowered Autonomous College

Policy Guidelines for Additional Activity – AA Credit Points

Formulated under Autonomy

1. Students who want to earn additional credits towards **AA (extracurricular activities)** will have to register with the **AA committee** (Google form registration) for award of **2 non-mandatory credits at the end of 3 years** to facilitate maintenance of record at an institutional level.
2. Students can earn the **AA credits either by participation in extracurricular activities in the events at organizational level, and/or participation in extracurricular activities in sports/cultural/or any other events, or through Community Outreach Programs under CSR/Rotaract/or any other Departmental Association/Cells activities** of the college. **Participation** in events organised in other colleges will be considered provided the student does so **as a representative of the college** and not in an individual capacity.
3. To **earn 2 credits**, a student must acquire **60 points over a period of 3 years**. It is **advised to restrict** to earning not more than **30 points in one academic year**.
4. The total points earned by a student should be distributed as far as possible evenly over the varied events so as to promote holistic development. It is therefore strongly advised to secure a **minimum of 5 points in under participation and organization criterion respectively**.


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5. Participation and organization must be **pre-approved by Heads of Departments/ Chairpersons of Societies.**
6. The **record of activities** is to be **maintained by the student** in the format given to them.
7. In case a student **avails benefit under NSS activities** in the form of leverage in grades/additional or bonus marks, he/she will **not be eligible to claim AA points for the same** but can do so for any additional activity performed.
8. Students must be strictly instructed by committees / departments that the AA points are to be procured **after their regular schedule of lectures/practicals.**
9. Students who **lack attendance as per the college attendance policy or face suspension due to disciplinary action** will **forfeit all points towards AA activities** for that academic year.
10. **Permissions to organise college fests/events** etc should strictly follow the **guidelines** as laid down by the Committee set up for the purpose and circulated as Recommendations via mail from contactus@jaihindcollege.edu.in on the 8th of Jun 2021, 4.12 pm. Permission to organise **an inter- or intra-collegiate event should be sought in writing from the Principal as per the format provided** and the same after **approval to be submitted to Academic Heads.**
11. **Heads of Departments/ Chairpersons of Societies** are to seek the **approval of the Academic Heads** for the **number of permissible AA points** and the same should be conveyed to the AA committee.
12. **Prior permission for conduct of all other AA activity** other than that mentioned under point 10 needs to be **sought from Academic heads** and the same should be conveyed to the **AA committee in writing.**
13. The number of days for **AA activity per committee not to exceed 2 days at a stretch.**


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14. **Class teachers to coordinate the process. The Student Council will be responsible for dissemination of all such messages through student Whatsapp Groups.**
15. Any such event organised either by Jai Hind College or any other college/institute/association/or any other will merit only AA points even if organised by a departmental society /cell. E.g. Debates/Poetry recitations/Elocutions/Essay writing/Quiz/Treasure hunt/Posters etc on subject-specific topics but which do not require in-depth research or articles of similar nature as contributions to departmental magazines will all be counted under AA.
16. Participation in Olympiads/Avishkar/Xplore/Phyzsex/or other such events of an academic nature such as Academic Discussions/Oral/Poster presentation at Research meets/Conferences and Case Studies etc will fall under the purview of AAA points.
17. **Any activity like participation/organisation which has been accounted under AA cannot be simultaneously graded under any other category such as AAA or Internship or/ and vice versa.** The responsibility to avoid such overlaps rests with the AAA/AA/Internship coordinator. In other words, **the coordinators of these 3 committees are to work in sync with each other.**
18. **An intercollegiate event will fetch greater AA points than an intra-collegiate event** due to the former having a wider degree of exposure and greater level of competition. However, for an event to **qualify as an intercollegiate event**, the **number of participants from other colleges/institutes should be > or equal to 40% of the total number of participants.**
19. **Departmental societies** which organize many activities under one event should collectively **award AA points for organization of all such activities.** Points for organization of more than one event (maximum two events) may be awarded only if the organization committee is separate for each event. Likewise, **departmental festivals should not award points for organization of individual activities under the same event separately but collectively for all.**


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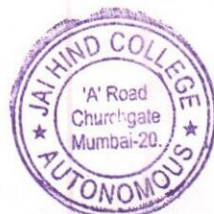




20. There should be a cap on the number of members in the organization committee against the total number of participants. It is suggested to limit the number of the core committee members to 10% of the total participants. Similarly, organization committee members should not exceed 20% of the total participants while volunteers should not exceed 50% of the total participants. This will ensure a fair distribution of AA points.
21. All committees/departments must submit their record of points to the AA committee after the completion of the events for an academic year in the format provided to facilitate the submission of data to the Examination Unit for incorporation.
22. Departments/Societies to award certificates for events/fests organized wherein the same terminology is used to define the participation as mentioned in the rubrics. This will ease the process of allotment as well as remove any scope of ambiguity. In case a student participates in an event organized by another college for which no certificate is received, the HoD of the department should issue a letter specifying the level and role of participation to ease the verification of points.
23. The AA committee will compile the points twice in an academic calendar year, after the completion of each term.

NOTE: The guidelines are subject to revisions periodically. Students must keep themselves abreast with the latest rules drafted for the same. **Extraordinary achievements** of students in terms of national/international participation etc. to be dealt as a separate case at the discretion of Principal.

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Rubrics for accumulation of Points towards AA activities			
	15	10	5
Organizational skills	Holding prominent positions in core organizational committee for Intercollegiate festivals/activity	Part of core committee for intra college events OR Part of the organizational team of volunteers for intercollegiate activity	As a part of the organizational team of volunteers for intracollegiate activity
Participation* (Podium finish would fetch additional 5 points for individual events & group events)	International/National/State/ Zonal and University Level participation in cultural/literary/fine arts/sports activities representing Jai Hind College	Local level intercollegiate participation in cultural/literary/fine arts/sports activities representing Jai Hind College	Participation in intra-collegiate festivals/competitions/ important college days like republic day, annual day/ contribution to college or dept. magazine/debate / student council etc.

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