


**SRI DURGA MALLESWARA SIDDHARTHA MAHILA KALASALA :: VJA-10**  
(An Autonomous College in the jurisdiction of Krishna University, Machilipatnam)  
Re-Accredited with A++ Grade by NAAC with CGPA - 3.56/4.00

**NOTICE**  
**BEST OUTGOING STUDENT**

Applications are invited from the final year students of B.A/B.Com/B.B.A & B.Sc programmes for the selection of *Best Outgoing student* award 2023-2024. The students who fulfil the enclosed norms and conditions for this award are required to submit the filled applications in the prescribed format along with proper necessary supporting documents on or before 02-02-2024 and hard copy has to be submitted to Smt. S. Sudha Vani, H.O.D, Mathematics.

The decision of selection committee constituted by the college authorities will be final.

  
DIRECTOR  
Director  
Sri Durga Malleswara  
Siddhartha Mahila Kalasala  
Vijayawada-10

  
PRINCIPAL  
Sri Durga Malleswara  
Siddhartha Mahila Kalasala  
VIJAYAWADA

*Encl*

1. *Selection procedure for the Best Outgoing Student.*

***GUIDELINES FOR UG FINAL YEAR BEST OUTGOING  
STUDENT APPLICANT***

***Selection procedure for the Best Outgoing Student.***

- The students who fulfil the below mentioned Criteria can submit a self-nomination form for the award of Best Outgoing student.

**I. ACADEMIC PERFORMANCE**

It is mandatory that candidate should have secured 75% and the above in every semester in single attempt.

**II. EXTRA CURRICULAR ACTIVITIES**

**a) Inter Collegiate Activities:**

Candidate should have represented the college at Intercollegiate level in Business Team/Sports & Games / Cultural /Co-curricular activities and/or

**b) Extension Activities**

Candidates should have participated in extension activities of CSA/AICUF/NSS/ROTRACT or any other social outreach programmes.

- On fulfilment of the above mentioned criteria, the candidate is supposed to download the self-nomination form, from the college website or whats App Group and submit it on or before 02-02-2024 and hard copy has to be submitted to Smt.S.Sudha Vani, H.O.D, Mathematics.
- A core committee will scrutinize the self-nomination forms and announce the list of candidates.
- The selection of the Best Outgoing student for the academic year will decided.

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**NOMINATION FORM FOR THE BEST OUTGOING FOR THE BATCH 2021-2024**

Name of the student	
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Programme		Roll No	
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**Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**email ID** :

**Mobile.No** :

**Mother** :

**Father** :

**A) Academic Record:**

*Attach Proof*

YEAR	SEMESTER	SGPA	CGPA
First	I		
	II		
Second	III		
	IV		
Third	V		
	VI		

**B) Contribution in Co-curricular Activities ( Research Paper, projects, Technical Events etc):**

*Attach Proof*

a & b) Technical / Career Focus Activities

S.No	Activity	International /National/Intra college Level	Participation	Winner	Runner
1					
2					
3					
4					
5					
6					

7					
8					
9					
10					

**C) Extra-Curricular Activities**

*Contribution in Sports & Games:*

*Attach Proof*

S.No	Event	Individual /Team	National/Zonal/ Inter Zonal/ TIES/District/ University /State	Participation	Winner	Runner
1	Athletics					
2	Indoor					
3	Outdoor					

*Cultural Activities:*

*Attach Proof*

S.No	Event	Individual /Team	National/Zonal/ Inter Zonal/ TIES/District/ University /State	Participation	Winner	Runner
1						

2						
3						

**Social Activities (Social Work, Interface with school children and schools etc.):** *Attach Proof*

S.No	Activity	Designation	Nature of Work
1			
2			
3			
4			
5			

**D) Contribution in various clubs & Committees:**

*Attach proof*

S.No	Club	Designation	Nature of work
1			
2			
3			
4			
5			

**Events Organized**

*Attach Proof*

S.No	Club	Designation	Nature of work
1			

2			
3			
4			
5			

E) Any other important participation/ Achievement/ Contribution:

SIGNATURE OF STUDENT

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## CHECK LIST OF THE DOCUMENTS

### TO BE ATTACHED WITH NOMINATION FORM

#### A) Academic Record :

SEM - I	SEM- II	SEM- III	SEM-IV	Avg. CGPA
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### B) Co-curricular Activities:

##### 1) Technical Activities.

- a) Paper Presentation Symposium
- b) Technical Competitions  Participation  Prizes
- c) Internships  Participation  Prizes
- d) MOOCS/NPTEL/SWAYAM etc certificate
- f) Others

##### 2) Career Focus

- a) Placement
- b) Higher Education
- c) Overseas Education (CAT/SAT)
- d) Others

#### C) Extra-curricular Activities

##### *Sports*

- University Player
- State/District Representative/Selection
- Others

##### *Cultural*

- Open Performance
- University
- State
- National International
- Others

##### *Societal Connect:*

- NSS/NCC/Blood Donation
- Open Participation (Orphanage  
/Old Age Homes/Voluntary Service)
- Others

**D) Literary Skills**

- Debate
- Publications(Books/ Articles/Poems  
/Painting/Oratory)
- Others

**Leadership Qualities**

- Departmental Coordinator
- Institutional Coordinator
- Any other Coordinator
- Others

E) Any other special achievements

*Note Tick  $\surd$  only those boxes for which documents are submitted.*



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**INSTRUCTIONS TO BE FOLLOWED BEFORE FILLING UP THE NOMINATION FORM**

1. Students should submit the certificate/proofs along with nomination form.
2. Any student involved in disciplinary issues is not eligible to apply. (Malpractice, Condonation, Repeat Course, Suspension etc.,)
3. The students who have no backlogs are eligible to apply.
4. Certificates will not be accepted after submission of the applications.
5. Attach the copies of the respective documents /Certificates for each items mentioned below:

**I. ACADEMICS:**

Copy of Grade Card (upto pre final Semester)

**II. CO-CURRICULAR ACTIVITIES:**

- a) Publications in Journals & Conferences - Copy of the First Page.
- b) Inter College Competitions-Copy of the certificate issued by the respective institution/Organization.
- 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:**

- a) Certification - Copy of the certificates like Redhat, DB2,---
- b) Internship - Copy of the letter issued by the organizations/Institution attested by the respective Head of the Department or Placement Officer & Dean (III).
- c) Professional Societies - Certificate issued by the respective Faculty Co-ordinator of the Society and Head of the Department.
- d) Placement Activities and Placement - Certificate issued by the placement Officer and The Principal.
- e) Higher Studies - Copy of the Score Card (GRE, CAT, TOEFL, IELTSs.)/Admission offer obtained.

#### **IV. EXTRA CURRICULAR ACTIVITIES**

- a) Cultural club- Certificate issued by the staff in charge of the event and Dean (CC & ECA).
- b) N.S.S/N.C.C- Certificate issued by the respective Officers and Dean (CC & ECA).
- c) Sports & Games – Certificate 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 Head of the Department and concerned Dean.
- b) Department Level- Certificates issued by respective staff in-charge and Head of the Department.
- c) Student In-group Activities– Certificate issued by the respective Faculty Coordinator and Head of the Department.

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**.

*Ex:-*

- 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. Whenever specific details are needed, it is mentioned in particulars column of the form, indicate those details and attached required proof of documents supporting it.

8. **Nomination form along with the supporting documents should be spiral bound and submitted** or before 2-02-2024 by 3: 00 P.M and hard copy has to be submitted to Smt.S.Sudha Vani, Head of the Department, Mathematics.

9. **Late submission will not be allowed.**

10. **Selected student will receive communication from respective Committee to receive Best outgoing Student Award on the occasion of College Day celebrations.**

----- Thank You -----