

STANDING OPERATING PROCEDURE

AWARDS OF EXCELLENCE : ARMY PROFESSIONAL COLLEGES/INSTITUTIONS

General

1. Army Welfare Education Society was registered in April 1983. The organization expanded and has grown to have 126 Army Schools and 13 Professional Colleges. The first Professional College Army Institute of Technology (AIT), Pune was established in 1994.

2. Army Welfare Education Society (AWES) is providing 'Quality Education at Affordable Cost' since inception. Awards of Excellence have been introduced in Army run Professional Colleges/Institutions to serve as a source of inspiration and motivation for the students to work hard and excel in their fields.

Aim

3. The aim of the SOP is to lay down the guidelines for implementation of 'Awards of Excellence' in Army run Professional Colleges/Institutions.

Award and Modalities

4. Following Awards of Excellence are being instituted in the Army run Professional Colleges/Institutions:-

(a) **Chief of Army Staff (COAS) All Round Best Student Rolling Trophy.** This award shall be instituted in 10 colleges/institutions conducting courses of two to four or more years duration. One award per batch based on overall performance during complete duration of the course shall be awarded at the time of passing out. The award shall consist of the following :-

- (i) Monetary Reward – Rs 25,000/-.
- (ii) Rolling Trophy (replica to the student).
- (iii) Merit Certificate.

(b) **Awards of Academic Excellence.** Three awards per college, except AIT Pune, for securing 1st, 2nd and 3rd positions in academic in final year. For AIT Pune, these awards shall be for every discipline i.e. BE (IT), BE(Computer), BE (Electric & TC) and BE (Mechanical). The award shall consist of the following :-

- (i) 1st Position.
 - (aa) Monetary Reward – Rs 20,000/-.
 - (ab) Gold Medal.
 - (ac) Merit Certificate.
- (ii) 2nd Position.
 - (aa) Monetary Reward – Rs 15,000/-.
 - (ab) Silver Medal.
 - (ac) Merit Certificate.

(iii) 3rd Position.

- (aa) Monetary Reward – Rs 10,000/-.
- (ab) Bronze Medal.
- (ac) Merit Certificate.

(Note – for one year duration courses, the monetary reward portion of the award shall be half of the amount mentioned for above three positions)

5. Eligibility and Selection.

(a) Only final year students shall be eligible for nomination for the above awards. HQ AWES shall lay down detailed guidelines and criteria for eligibility and selection of candidates for the awards.

(b) Based on the laid down guidelines, Director, AWES Commands in consultation with the colleges shall carry out the selection procedure. The proceedings will be perused and approved by respective Command HQ.

(c) Particulars of candidates selected for various awards shall be forwarded by Director AWES, Commands duly perused and approved by respective Command HQ to HQ AWES alongwith schedule of presentation.

(d) HQ AWES will scrutinize details and forward consolidated list of awardees, college-wise and alongwith presentation ceremony details to Ceremonial and Welfare Directorate.

6. Processing.

(a) Rehabilitation and Welfare Section, Ceremonial and Welfare Directorate shall take all approvals, arrange funds and arrange provisioning of the awards complete in all respects to HQ AWES within a specified time period.

(b) HQ AWES will coordinate despatch of awards to various colleges through Director, AWES respective Command HQ.

Presentation. The awards will be presented by the Chief Guest during the Annual Day Function of individual colleges or on such appropriate occasion as deemed fit by the Colleges in consultation with the respective HQ Commands and Army Welfare Education Society. The final schedule of presentation ceremony to be forwarded to Ceremonial and Welfare Directorate for information of the Adjutant General.

8. Chief Guest. Details to be coordinated by respective college in consultation with Director AWES Commands and HQ Commands.

9. Special Invitee. The donors sponsoring the awards should be invited to attend the function. It may also be appropriate if the donors are also given an opportunity to present one of the awards for academic excellence.

10. Naming of Awards.

(a) All round best student award shall be named as 'The Chief of Army Staff (COAS) All Round Best Student Rolling Trophy'.

(b) Awards of Academic Excellences have been named after the posthumous awardees of Param Vir Chakra, Ashok Chakra and Victoria Cross. List containing college-wise names of awards is at Appendix.

11. Implementation. The above Awards of Excellence shall be implemented wef next financial year for achievers of the current academic year 2009-2010.

12. Sample/drawing of the awards will be prepared by AWES and forwarded to Rehabilitation & Welfare Section for preparing the awards.

Financial Implication

13. An amount of approximately Rs.10,05,000/- shall be involved every year for implementation of the Scheme. Broad division is as follows:-


(a) Monetary Reward	- Rs 9,70,000/- approx
(b) Prep of medals and Certificates	- Rs 30,000/- approx
(c) Misc	- Rs 5,000/- approx

Total	- Rs 10,05,000/- approx

14. The funds for the Awards of Excellence will be provided from Army Welfare Corpuses. Rehabilitation and Welfare Section will work out and arrange funds on yearly basis in consultation with the concerned donor(s).

Conclusion

15. The Awards of Excellence have been introduced in the Army run Professional Colleges/Institutes with effect from academic year 2009-2010. The award would serve as a source of inspiration for the students to work hard and excel in their fields and to motivate them to join the Armed Forces.


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Distribution :-

1. HQ Western Command (AWES)
2. HQ Southern Command (AWES)

- 3. HQ Northern Command (AWES)
- 4. HQ Eastern Command (AWES)
- 5. HQ Central Command (AWES)
- 6. HQ South West Command(AWES)
- 7. HQ ARTRAC (AWES)

Internal :-

- 1. COAS Sectt
 - 2. VCOAS Sectt
 - 3. AG's Sectt
 - 4. HQ AWES
- } For info please.
- For implementation

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... signed in ...

**ELIGIBILITY CRITERIA AND GUIDELINES FOR 'COAS ALL
ROUND BEST STUDENT ROLLING TROPHY'**

✓ 1. **Eligibility.** All the students passing out of Army Professional Colleges conducting courses of two to four year duration except the following:-

(a) The student should not have failed /reappeared in any subject in the University examination during the course.

(b) The student should not be involved in any disciplinary case throughout the stay in the institute. _____

2. **Criteria for Selection.** (Total Marks 130).

✓ (a) **Academic Performance (Max Marks – 100).** Overall average percentage of marks obtained in University examination will be awarded as marks e.g. 80% means 80 marks.

✓ (b) **Participation in Sports and Co-Curricular Activity (Max Marks – 20)** Number of events participated x 5 marks. (To be specified by colleges in advance for info of all students)

✓ (c) **Overall Attendance (Max Marks 10).**

(i) Above 90% - 10 Marks

(ii) Above 85% - 08 Marks

(iii) Above 80% - 06 Marks

(iv) Above 75% - 04 Marks

3. **Composition of Selection Committee.**

(a) The selection will be carried out by a committee composed as under:-

(i) Presiding officer - Chairman of the institute

(ii) Members 1. - Director and/or Principal

2. - Registrar PG

3. - 01 x HOD (In rotation) KK

4. - 01 x Student Rep O

(b) Members except Registrar will be rotated every year.

(c) The selection criteria will be displayed prominently on the notice board and announced in the inaugural speech by the Principal to the freshers on re-opening of the college every year.

(d) Not more than 05 students will be short listed by the committee for final selection based on merit. If two students get the same marks after short listing, the student getting higher marks in academics will be declared overall best student. A record of the selection process will be forwarded to HQ Commands by the institute for further action.

(e) The name of the best outgoing student will be intimated to Army HQ AWES.

(f) A miniature sized replica of the Rolling Trophy will be given to the Outgoing Student by the respective institute.