

New Education Society's Lanja
ARTS, COMMERCE & SCIENCE COLLEGE LANJA

Department of _____

Activity Report - Year _____

Title of Activity				
Date				
Venue				
Name of Convenor & Member				
Objective of Activity	1) 2)			
Number of Participants	Students	Staff	Committee Members	Total

1. Name of Student Core Committee (Faculty Wise and Degree)

Sr. No.	Student Name	Faculty	Class

2. Was the activity calendar prepared?	Yes		No	
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3. Functions/ duties allotted to committee members

Sr. No.	Name of Committee Member	Allotted Duties
Whether other members were co-opted? If Yes.		

4. Level of participation through your activity.

Sr. No.	Level of Activity/Participation	No. of Participants
1.	College	
2	Inter – Collegiate	
3	District	
4	University	
5	State	
6	National	
7	International	

5. Awards won (Mention the Level of Competition) attach list of achievers of national repute (Details Expected) :

Sr. No.	Name and Level of Award	Name of Achievers

6. About Funds –

Sr. No.	Funds allotted for the activity in Rs.	Funds utilised in Rs.	Funds generated there sponsorship agencies

7. Method of publicity of activity within college-**8. Publicity of Activity Report in Print /Electronic Media:****9. Activity Approved by –**

a. Department meeting –

b. IQAC –

10. Brief Report –**11. Activity report submitted to -**

Principal / Vice Principal / Registrar	HODS for monthly report	Magazine	IQAC
lanjacollege@gmail.com		nakshtraacs@gmail.com	igacacslanja@gmail.com

12. Mode of feedback from students/teacher and action taken on it to improve.

13. How do your activities contribute to the mission and vision of the institution?

14. Suggestions, if any

15. Web link –

Signature & Name of convenor

Signature HOD

Enclose following documents for DVV

- 1. Minutes of the Meeting in which programme was scheduled**
- 2. Notice**
- 3. Invitation, Thanking Letter**
- 4. Table Programme(schedule)**
- 5. Attendance sheet**
- 6. Photo copy**