

OPERATING GUIDELINES FOR AWARD OF “DEI FOUNDER’S MEDAL”

Object: “DEI Founder’s Medal” is instituted with the purpose of encouraging students to develop all-round excellence and thus is awarded to the best all-rounder student who is adjudged as the best among the students of first degree level Academic Programmes of the Institute.

Stage 1: Initial Screening

- Top fifteen percent (15%) or top ten (10) positions, whichever is lower, among the passed-out students, belonging to first degree level (3 year degree for Honours Classes and 4 year degree for B.Tech. Degree) in the various academic programmes of the Faculties of Arts, Commerce, Engineering, Science and Social Sciences, in terms of academic performance of all the semesters of the degree programme, would be invited by the respective Deans and DEP Centre Incharges, to apply for the Founder’s Medal of the Institute.
- The aforesaid students should have a minimum CGPA of 7.5 out of 10.
- The student should have demonstrated good conduct during the stay at the Institute or at the DEP Centres of the Institute. In case of any disciplinary proceedings against the student, he/she would be allowed to proceed beyond initial screening stage only when his/her candidature is cleared for it by the Institute Disciplinary Committee.

Stage 2: Break-up of Scoring for award of the Founder’s Medal

The candidates would be awarded score as per their performance in the following categories after Stage 1 (Initial Screening). For the purpose, they would use the proforma given on the following pages (2 to 4) for entering detailed break-up of their achievement in the various activities undertaken by them during their stay at the Institute, for the academic programme under consideration:

Categories	Maximum Marks (100)
1. Inter Disciplinary and Academics	30 Marks
2. Physical Activities	25 Marks
3. Literary Activities	15 Marks
4. Cultural Activities	15 Marks
5. Leadership & Service Activities	15 Marks
	<u>100 Marks</u>

Stage 3:

After Stage 2, the following additional criterion may be used for short-listing for final selection:

- The candidate should secure at least 50 marks out of 100 marks in the aggregate at Stage 2, with a minimum of 40% marks, separately, in at least 3 out of the 5 Categories listed above under Stage 2.

Final Selection for Award of Founder’s Medal:

The candidate scoring the highest aggregate marks after Stage 2 and Stage 3 would be selected for the award of the Founder’s Medal of the Institute.

**PROFORMA TO BE FILLED BY THE SHORT-LISTED CANDIDATES FOR AWARD OF
THE FOUNDER'S MEDAL OF THE DAYALBAGH EDUCATIONAL INSTITUTE**

Name of the Candidate: **Father's Name:**

Roll No.: **Class:** **Admission Year:** **Passing Year:**

Address:
.....

E-mail Address: **Telephone No. (i)**

- Note:**
1. The proforma completely filled in all respects, along with self-attested photocopies of relevant Certificates, must reach the office of the Dean concerned, by the **21st November**, failing which the candidature of the student may be cancelled.
 2. Attach self-attested photocopies of result cards of all the semesters of the academic programme concerned.
 3. All the facts mentioned by the candidates must be supported by self-attested photocopies of respective certificates.
 4. Zonal/ State/ National level events organized by the Universities/ State/ National Boards will only be considered.
 5. **For B.Tech. pass students, achievement for Categories 2 to 4 will be considered for any three academic sessions chosen by them.**
 6. Additional information, if any, in support of the candidature may be submitted on separate sheets along with supporting documents.

SCORE AT STAGE 2

CATEGORY 1: INTER DISCIPLINARY & ACADEMICS	Max. Score	Self-Appraised Score	Verified Score
Position in the Class (Credit for Position: I = 20, II = 18, III = 16, IV = 14, V = 12, VI = 10, VII = 8, VIII = 6, IX = 4, X = 2)	20		
Half-Courses (Grade's Credit: A =3, A- = 2, B =1)	3		
Grade's Credit: Semester 1 2 34.....Average..... Cultural Education	3		
(Grade's Credit: A = 3, A- = 2, B = 1) Comparative Study of Religion	3		
(Grade's Credit: A = 3, A- = 2, B = 1) General Knowledge & Sc. Meth. (Grade's Credit: A =3, A- = 2, B =1)	3		
Grade's Credit: Semester 1 2 34.....Average..... Rural Develop. & Agricult. Op. (Grade's Credit: A = 3, A- = 2, B = 1)	3		
Grade's Credit: Semester 1 2 34.....Average..... Work Experience Courses (Grade's Credit: A = 3, A- = 2, B = 1)	3		
Grade's Credit: Semester 1 2 34.....Average.....	3		
Inter Disciplinary & Academics: Maximum Allowed Up to	30		

Continued ...

Date:

Name of Candidate:

Signature of Candidate:

CATEGORY 2: PHYSICAL ACTIVITIES			
Games & Sports (Solo): Mention Event Below	Max. Score	Self-Appraised Score	Verified Score
Credit for Achievement: Faculty Level III/ II/ I=1/ 2/ 3, University/ Zonal Level III / II / I=2/ 3/ 4, National Level III /II / I=3/ 4/ 5			
1.	5		
2.	5		
3.	5		
4.	5		
5.	5		
6.	5		
7.	5		
8.	5		
Games & Sports (Team): Mention Event Below	Max. Score	Self-Appraised Score	Verified Score
Credit: Faculty Team Member/ Captain=1/ 2, University/ Zonal Team Member/ Captain =2/ 4, National Level Team Member/ Captain=4/ 6			
1.	6		
2.	6		
3.	6		
4.	6		
5.	6		
6.	6		
7.	6		
Physical Activities: Maximum Allowed Up to	25		

CATEGORY 3: LITERARY ACTIVITIES			
Credit for Achievement: Faculty Level III/ II/ I=1/ 2/ 3, University/ Zonal Level III / II / I=2/ 3/ 4, National Level III /II / I=3/ 4/ 5			
Mention Event Below	Max. Score	Self-Appraised Score	Verified Score
Debate/ Speech (Credit for achievement as above)	6		
1.			
2.			
Essay Competition (Credit for achievement as above)	6		
1.			
2.			
DEI News/ Magazine Articles (1 each)	6		
1.			
2.			
3.			
4.			
Any Publications in Conference & Journals/ Models etc. (1 each)	6		
1.			
2.			
3.			
4.			
Literary Activities: Maximum Allowed Up to	15		

Continued ...

Date:

Name of Candidate:

Signature of Candidate:

CATEGORY 4: CULTURAL ACTIVITIES			
Credit for Achievement: Faculty Level III/ II/ I=1/ 2/ 3, University/ Zonal Level III / II / I=2/ 3/ 4, National Level III /II / I=3/ 4 /5			
Music/ Dramatics (Solo): Mention Event Below	Max. Score	Self-Appraised Score	Verified Score
1.	5		
2.	5		
3.	5		
4.	5		
Sub-Head Max. Allowed Up to	6		
Music/ Dramatics (Group): Mention Event Below	Max. Score	Self-Appraised Score	Verified Score
1.	5		
2.	5		
3.	5		
4.	5		
Sub-Head Max. Allowed Up to	6		
Dumb Charades: Mention Event Below	Max. Score	Self-Appraised Score	Verified Score
1.	5		
2.	5		
3.	5		
Sub-Head Max. Allowed Up to	6		
Other Fine Arts: Mention Event Below	Max. Score	Self-Appraised Score	Verified Score
1.	5		
2.	5		
3.	5		
4.	5		
Sub-Head Max. Allowed Up to	6		
Cultural Activities: Maximum Allowed Up to	15		

CATEGORY 5: LEADERSHIP & SERVICE ACTIVITIES	Max. Score	Self-Appraised Score	Verified Score
Class Level Posts/ Committee (1 each)	3		
Faculty Functions/ Annual Day (1 each)	3		
Any distinction in NSS/ NCC (1 each)	3		
DEI Functions: Convocation, Diamond Jubilee, Independence & Republic Day (1 each)	3		
Other significant Activity/ Contribution (1 each): Mention Event Below			
1.	1		
2.	1		
3.	1		
4.	1		
5.	1		
Sub-Head Max. Allowed Up to	6		
Leadership & Service Activities: Maximum Allowed Up to	15		
MAXIMUM GRAND TOTAL	100		

Date:

Name of Candidate:

Signature of Candidate: