

Call for Application for Appointing Secretaries of Students' Club

1. Applications from Pre-final year students of B.Tech. and Pre-final year students of M. Tech, MBA, M.Sc., and MCA are invited for the appointment as Secretaries of following students' clubs for the Academic session 2024-25.

S. No. Name of the Club/ Representation

1. MANAGING AND DIRECTING CLUB
2. LIT & DEBATING CLUB
3. FINE ARTS & MODELLING
4. PHOTOGRAPHY CLUB
5. AUDIO VISUAL AIDS CLUB
6. COLORS
7. HIKING & TREKKING CLUB
8. SPICMACAY
9. PG SECRETARY
10. SCSA
11. MCC

2. The interested students may apply to Professor In-charge (Students' Clubs) by filling the **Google form**: <https://forms.gle/pzVtm1dQXMftiJFG6>
3. Deadline to apply for the application is **March 31, 2024** (Sunday) to the office of undersigned.
No applications will be entertained after the deadline
4. You must upload a combined PDF file containing all the details in the same order along with your certificates in the **Google Form**.

The combined PDF must include details as per the following order:-

1. Name of the club for which applying
2. Name, Roll No., Branch, DOB, Contact Details, Mobile/Email
3. CGPA till V Sem/ Last semester with Copy of DMC/results
4. Details of participation in cultural activities/other extra-curricular activities/participation in organization of events; Name of event, Position/ Prize won, year of publication, etc. with Copy of certificate received.
5. A few lines about your suitability as Secretary of Club.
6. Name of at least 2 Convener for referral (Convener 1 , Convener 2).
7. Any other relevant information like further plans, ideas about improvement in working of the students' clubs.
8. Cultural Resume.
9. Undertaking attached with this document (refer page no. 3)

Note: Applicant must submit the details along with a copy to studentsclubs@nitkkr.ac.in and on their respective FICs email-id and their respective club email-id as mentioned above latest by 31/03/2024.

S. No.	Name of the Club	Email-ID
1	Managing and Directing Club	managinganddirecting@nitkkr.ac.in FIC-pankaj_munjaj@nitkkr.ac.in
2	Lit & Deb Club	hladclubnitkkr@gmail.com elad@nitkkr.ac.in FIC- yashjidwivedi@gmail.com
3	Fine Arts & Modelling	finearts@nitkkr.ac.in FIC- karamdeep.ece@nitkkr.ac.in
4	Photography Club	photog@nitkkr.ac.in FIC- babitasaini6@rediffmail.com
5	Audio Visual Aids Club	nitkkrava@gmail.com FIC- amitkumar357@nitkkr.ac.in
6	Colors	connect.colours@gmail.com FIC- msenthil@nitkkr.ac.in
7	Hiking & Trekking Club	connect.htcnitkkr@gmail.com FIC- _yogeshkumar@nitkkr.ac.in
8	Spicmacay	spicmacaynitkkr@gmail.com FIC- vkumar05@nitkkr.ac.in,
9	PG Secretary	connectpgclubnitkkr@gmail.com FIC- shivam55ram@gmail.com
10	SCSA	scsa@nitkkr.ac.in FIC- shelly_vadhera@nitkkr.ac.in
11	MCC	spicmacaynitkkr@gmail.com FIC- anshuparashar@nitkkr.ac.in

5. The selection of secretaries will be made by a selection committee on the basis of their performance in various activities of the clubs and their capability to organize various events of the clubs. The applicants will be reviewed by the selection committee.
6. The students who are already Student office bearers in any technical/Students Council/Thought Lab etc. are not eligible to apply for the post of secretary. (To avoid redundancy).
7. The Interviews will be scheduled tentatively from April 15, 2024 to April 30, 2024. Candidate are requested to bring the documents (hard copy) at the time of interview.
8. Decision of Professor in charge, students' club regarding any selection will be final.

Paratibha

20.03.24

(Dr. Paratibha Aggarwal)
P/I Students' Club

Copy to:

- Dean SW for his kind Information
- FIC of various Students' Clubs with the request to kindly attend the selection committee meeting.
- Chief warden with request to display on Notice Boards in all hostels
- Institute's Notice board/Website



UNDERTAKING LETTER

I _____ roll number _____ applying for the position of Cultural Secretary/Sponsorship Secretary of _____ Club for the session 2024 to 2025, hereby certify that I accept the given below terms and conditions for the position of Cultural Secretary/Sponsorship Secretary.

Terms and conditions for the position of Cultural Secretary/Sponsorship Secretary:

1. The student assigned to the role of Cultural Secretary/Sponsorship Secretary must not be a part of any crews, or other cultural societies while serving as the Cultural Secretary/Sponsorship Secretary.
2. The student can be a part but must not hold any position in technical societies, Thought Lab, PCC, NITKAA, Sports (Captain), Hindi society or any other team during their tenure.
3. The student must relinquish from any such groups or positions that they currently hold before taking up the position of Cultural Secretary/Sponsorship Secretary.
4. At any instance if any student office bearers involved directly or indirectly in in-disciplinary/misconduct which harms the academic and cultural framework of institute, the Student Disciplinary Committee of Student's club will take prompt and appropriate action, which may include revoking their position.
5. Failure to comply with these regulations will result in immediate dismissal from both the role of Cultural Secretary/Sponsorship Secretary and any other positions the student may hold.

By agreeing to these terms and conditions, the student acknowledges their understanding and commitment to abide by these rules throughout his/her tenure as Cultural Secretary/Sponsorship Secretary.

_____ (Sign)

Date: _____

_____ (Name)

_____ (Roll Number)

_____ (Club)

Cultural Secretary/Sponsorship Secretary

The above-mentioned details are true and correct to the best of my knowledge.:

Email id:

Mob: