

“ALUMNI FELLOWSHIP FOR EXCELLENCE”
Under GAABESU Scholarship Programme
(GAABESU Executive Committee Approved)

1.0 OVERVIEW

This document describes GAABESU’s administrative guidelines to manage “Alumni Fellowship for Excellence” award. This award will be administered under the existing GAABESU Scholarship Programme. Several awards under this scheme, funded by BESU alumni/alumnae, will be given annually to the undergraduate students of Engineering and Architecture discipline, who meet all requirements & criteria for that specific award.

2.0 TERMINOLOGY & ABBREVIATIONS

Unless specifically mentioned otherwise, the following general terminology or abbreviations will be used in this document.

AFE:	“Alumni Fellowship for Excellence” award managed by GAABESU
AY:	Academic Year
BESU / BEC:	Bengal Engineering & Science University, earlier known as Bengal Engineering College, situated at Shibpur (Howrah) in West Bengal, INDIA
Chapter(s):	Alumni association formed in a city or state in India or abroad or formed by batch mates from one year or more.
Donor:	An alumnus or a group of alumni of BEC or any Chapter or any non-alumni well-wisher of BEC/BECDU/BESU (subject to EC approval), who donate fund to GAABESU towards AFE award.
EC:	Elected Executive Committee members of GAABESU
GAABESU:	Global Alumni Association of BESU, having their office at the University Guest House in BESU campus
SSC:	Scholarship Sub-committee & its members as appointed by the EC

3.0 RESPOSIBILITIES

“Alumni Fellowship for Excellence” award will be managed by SSC, in addition to existing “Scholarship” program and “Admission Grants” for needy meritorious students as described in EC approved Scholarship Process Document. Updated process document is available at:

http://www.becollege.org/projects/GAABESU_Scholarship_Process_Document2010.pdf

4.0 AWARD FINANCING

4.1 Award Amount – Donor is free to decide the title, amount & selection criteria of respective AFE. However, it is recommended that the value of any AFE should not be less than Rs. 5000.00 per student per year.

4.2 Award Funding & Continuity – To maintain the eminence of the AFE, it is recommended that the Donor should consider continuing any award for a minimum of 5 years. However should the Donor like this scheme, it can be extended to perpetual basis and one time corpus fund, as shown below, need to be donated:

Payment Mode	AFE Amount / year / student at BESU	One time donation / committed amount for 5 years	Corpus fund for perpetuity	Draft / Cheque to be issued in favour of	Draft / Cheque to be sent to:
Indian Rupee (INR)	INR 12,000.00	INR 60,000.00	INR140,000.00	GAABESU, (SB A/C. No. E/377147 of UBI)	Prof. Anjan Ghosh Chairman – SSC, GAABESU Office, Univ. Guest House, BESU, P.O. Botanic Garden, Howrah - 711 103, INDIA
US Dollar (US\$)	INR 12,000.00	US\$ 1,750.00	US\$ 3,500.00	B E College Alumni Scholarship Fund	Dr. Swapan Saha, 34755 Sandburg Ct. Union City, CA 94587, USA

NOTE (1): Requirement for each AFE award of INR 12,000.00 is given as an example. For awards of different amounts, above figures can be prorated.

NOTE (2): The Corpus Fund amount is mentioned based on current fixed deposit bank interest rates. This may be reviewed by the SSC from time to time to take into account of the effects of the currency & interest rate fluctuations. However once 'one time' donation is made based on prevalent approved figures, the Donor will not be approached for additional funding thereafter.

NOTE (3): If the Donor is resident of any country other than India, the local currency is to be converted in US\$ and send it to the US address. Alternately he/she may choose to transfer the fund to an Indian bank first, issue an INR cheque or bank draft of that Indian bank and send it to GAABESU office. Presently, no direct foreign currency remittance to GAABESU is possible.

NOTE (4): Any Donor wishing to increase the number of AFE or award amount of an existing AFE, may submit a proposal to SSC for consideration. SSC will get back to the Donor with necessary formalities for way forward.

5.0 AWARDS LIST

This section gives a current list of all available AFE funds managed by GAABESU. This list will be published at GAABESU website (www.becollege.org) and updated from time to time, as & when more Donors participate in this scheme. However this list does not include those AFE which are in proposal stage and/or funds of which have not been received by GAABESU.

5.1 Prof. Naresh Chandra Bose Award for Excellence in Civil Engineering

Award Type	Perpetual, to commence from AY 2008-09
Award Amount	INR 8,500.00 per student per year
Corpus Fund	INR 100,000.00
Donor	Mr. Shankar Bose (1967 CE), Kolkata, INDIA
Selection Criteria	A recent graduate in CE who secures the highest aggregate marks from 1 st year to 4 th year (all combined).
Selection Process	SSC will request BESU Registrar & HOD of CE Dept to furnish marks of all 8 semesters of top 5 students of CE dept, who graduated last AY. On review of each case by SSC, necessary details and recommendation will be sent to Donor for approval.
Award Distribution	Donor (or his nominated representative) will be invited to handover the award during Scholarship Distribution Ceremony. A certificate & a cheque of the award amount will be given to the AFE recipient. Photograph will be taken for record.
Optional Items	In addition to the above, Donor may consider handing over a plaque with AFE details engraved and/or put up a board at CE Dept. 'Hall of Fame' (with permission of the competent authority), where names of recipient will be updated every year. However cost of such items (as applicable) is to be borne by the Donor
Special Instructions	Biography of Prof. Naresh Chandra Bose (see Appendix-A) will be read out during the award ceremony and a copy will be given to the awardee.

5.2 150 Years Commemorative BECAA-Maharashtra Prize for Best Sport Person of the Year

Award Type	Perpetual, to commence from AY 2008-09
Award Amount	INR 6,000.00 per student per year
Corpus Fund	INR 70,000.00
Donor	BECAA-Maharashtra Chapter
Selection Criteria	Most outstanding & talented sports person
Selection Process	A notification will be sent by GAABESU office to all dept. & hostels. All interested students will be asked to fill an application form (see Appendix-B). Short listed candidates will be interviewed by the Interview Team, similar to that of Scholarship process. Based on the evaluations of the Interview Team and on review of each case by SSC, recommendations will be sent to the Donor for final selection / approval.
Award Distribution	Donor (or his nominated representative) will be invited to give away the award during the Scholarship Distribution Ceremony. A certificate & a cheque to the amount of the award will be given to the AFE recipient. Photograph will be taken for record.

Optional Items	In addition to the above, Donor may consider handing over a plaque with AFE details engraved and/or put up a board at BESU Gymnasium 'Hall of Fame' (with permission of the competent authority), where names of recipient will be updated every year. However cost of such items (as applicable) is to be borne by the Donor.
Special Instructions	None

5.3 150 Years Commemorative BECAA-Maharashtra Fellowship

Award Type	Perpetual, to commence from AY 2008-09
Award Amount	INR 2,000.00 per month (INR 24,000 per year) for 2 students
Corpus Fund	INR 5,60,000.00
Donor	BECAA-Maharashtra Chapter
Selection Criteria	Most needy students with excellent academic record
Selection Process	Existing Scholarship application & selection process will be followed. Recommendations will be sent to the BECAA-Maharashtra for final selection / approval
Award Distribution	Donor (or his nominated representative) will be invited to handover the award during Scholarship Distribution Ceremony. A certificate & a cheque of the award amount will be given to the AFE recipient. Photograph will be taken for record.
Optional Items	In addition to the above, Donor may consider handing over a plaque with AFE details engraved and/or put up a board at BESU Gymnasium 'Hall of Fame' (with permission of the competent authority), where names of recipient will be updated every year. However cost of such items (as applicable) is to be borne by the Donor.
Special Instructions	None

5.4 Class of 1990 Award: "Excellence in Leadership"

Award Type	Perpetual, to commence from AY 2008-09
Award Amount	INR 12,000/- per student per year
Corpus Fund	INR 1,40,000/-
Donor	Class of 1990 (worldwide)
Pre-qualification Criteria	<ul style="list-style-type: none"> • 3rd year undergraduate student in any discipline • Consistent good academic record (1st class in both 1st and 2nd year semesters) • Absolutely clean record in college - Anyone who has ever been suspended, disciplined, called into inquiry, fined, or featured in any negative press report should be absolutely disqualified • Regular attendance – any non-collegiate student will be automatically disqualified
Selection Criteria	<ul style="list-style-type: none"> • Member of college sports team - any sports • Exhibited leadership behavior: Part of Rebeca / Reunion organizing committee; organized academic seminars; Represented hostel / class team in sports & other events • Exhibited talent: Won competitions like quiz, debate, dramatics, etc. • Special talent in music, literature, fine arts, etc.

	<ul style="list-style-type: none"> participants in various cultural activities like Rebeca / reunion, quiz, organized academic seminars, organized winter meet, other hostel fests
Selection Process	A notification will be sent by GAABESU office to all dept. & hostels. All interested students will be asked to fill an application form (see Appendix-C). Short listed candidates will be interviewed by the Interview Team, similar to that of Scholarship process. Based on the evaluations of the Interview Team and on review of each case by SSC, recommendations will be sent to the Donor for final selection / approval
Award Distribution	Donor (or his nominated representative) will be invited to handover the award during Scholarship Distribution Ceremony. A certificate & a cheque to the amount of the award will be given to the AFE recipient. Photograph will be taken for record.
Optional Items	In addition to the above, Donor may consider handing over a plaque with AFE details engraved and/or put up a board at BESU Institute Hall (with permission of the competent authority), where names of recipient will be updated every year. However cost of such items (as applicable) is to be borne by the Donor.
Special Instructions	Donor group representative may interview short listed top 3 or 4 candidates before final selection.

5.5 Professor Sankar Sebak Baral Memorial Fellowship

Award Type	Perpetual, to commence from AY 2008-09
Award Amount	INR 12,000.00 per student per year
Corpus Fund	US\$ 3500/- in GAABESU USA A/c
Donor	Dr. Debasis Baral, San Jose, CA, USA
Selection Criteria	Most needy student from ETC / CST with excellent academic record
Selection Process	Existing Scholarship application & selection process will be followed. Recommendations will be sent to the BECAA-Maharashtra for final selection / approval
Award Distribution	Donor (or his nominated representative) will be invited to handover the award during Scholarship Distribution Ceremony. A certificate & a cheque of the award amount will be given to the AFE recipient. Photograph will be taken for record.
Optional Items	In addition to the above, Donor may consider handing over a plaque with AFE details engraved and/or put up a board at BESU Gymnasium 'Hall of Fame' (with permission of the competent authority), where names of recipient will be updated every year. However cost of such items (as applicable) is to be borne by the Donor.
Special Instructions	None

APPENDIX - A

Biography of Prof. Naresh Chandra Bose

Naresh Chandra Bose was born in Tangail District (now in Bangladesh) on June 6, 1906. Having passed out with flying colours in his School Final and Intermediate examinations from Gauhati Cotton Collegiate School & College respectively, he joined BE College, Shibpur in 1925 to study Civil Engineering. He graduated from BE College in 1929 having stood First Class First in Civil Engineering from Calcutta University in that year and was awarded the Gold Medal for the same. He secured record marks in the aggregate at the above examination which remained unbroken for the next 36 years.

Apart from his academic achievements, he was a brilliant sportsman playing Cricket, Football, Hockey & Tennis and had been awarded the Calcutta University "Blue" in all the above four games.

After working for some years in the Indian Railways, he joined the faculty at BE College in 1941 to teach students Applied Mechanics & Civil Engineering. He was a very dedicated Professor liked by his colleagues and loved by his students who even today speak highly of him.

During this tenure at BE College from 1941 to 1961 he was deputed by the Govt. of West Bengal to the College of Military Engineering Kirkee, Pune from 1952 to 1957 to teach Applied Mechanics & Civil Engineering to the Cadets from the Army, Navy and Air force.

He retired from BE College in 1961 as Head of Civil Engineering Department and was then deputed to Jalpaiguri Engineering College as its First Principal to develop the above institute. He retired from there in 1969.

He died on 6th October, 1983 leaving behind a daughter and a son.

Due to his brilliant academic achievements and high proficiency in various games followed by his amiable nature, Prof. Bose was loved by one and all.

APPENDIX - B**Application for Best Sport Person of the Year****150 Years Commemorative BECAA-Maharashtra Prize****Personal Information**

*Please affix
recent passport
size photograph here
(preferably colour)*

Name of Applicant (To be filled in CAPITALS):

Mr./Ms. _____
Surname First Name Middle Initial

BESU Roll Number/Registration Number _____ Date of Birth (dd/mm/yyyy): ____/____/____

Home Address: _____

Phone/Mobile (if any): _____ E-mail (if any): _____

Address in BESU Campus: Hostel#/Hall _____ Room No. _____

Name of Parent/Guardian:

Mr./Ms. _____
Surname First Name Middle Initial

Home Address: _____

Phone/Mobile (if any): _____ E-mail (if any): _____

Academic Information

Department _____, Current Semester/Year _____, JEE Rank & Year _____,

Applicants from 1st year: HS Marks (%) & Year _____, Secondary Marks (%) & Year _____,

Applicants from 2nd year & above: (write "NA" if not applicable) 1st Year/Semester Marks (%) _____,

2nd Year/Semester Marks (%) _____, 3rd Year/Semester Marks (%) _____,

Have you ever been disciplined/suspended from the University (Yes/No): _____

If yes, please state when and why: _____

Achievement in Sports

Top 3 Sports Achievements before Joining BESU

Sl. No.	Month & Year	Sports Event Category	Name of the Organizer & Place of the Event	Achievement / Medal

Top 3 Intra-university Achievements after Joining BESU

Sl. No.	Month & Year	Sports Event Category	Name of the Organizer & Place of the Event	Achievement / Medal

Top 3 Inter-university Achievements representing BESU

Sl. No.	Month & Year	Sports Event Category	Name of the Organizer & Place of the Event	Achievement / Medal

District/State Level Achievements

Sl. No.	Month & Year	Sports Event Category	Name of the Organizer & Place of the Event	Achievement / Medal

National/International Level Achievements

Sl. No.	Month & Year	Sports Event Category	Name of the Organizer & Place (Country) of the Event	Achievement / Medal

Declaration by the Applicant & Parent

We hereby voluntarily declare that:

- We have read and agreed to the selection criteria for the Award.
- We have provided correct information in this application.
- We agree that we will be held liable to return the full Award amount if we provide false information.
- We authorize GAABESU or their representative to verify information provided by us if required.
- We authorize GAABESU to publish our Award information on their website and in the news media.
- We understand that, if selected, the applicant may be asked to follow special instructions from Donor (Details will be provided by GAABESU later).

Applicant's Signature & Name

Date

Parent's/Guardian's Signature & Name

Date

To be filled by the Head of the Department

I certify that the applicant is a first/second/third/fourth (tick one) year, student in the Architecture/ Civil/Computer Science/ Electrical/ Electronics/ Mechanical/ Metallurgy/ Mining/ IT (tick one) department of BESU. I have verified the university sports record of this applicant and found it to be true.

Signature of the Head of the Department - BESU

Date

To be filled by the PICSA/Dean, Student Affairs

I certify that no disciplinary action has been taken against the applicant for violation of University rules.

Signature of Dean/PICSA - BESU

Date

APPENDIX - C**Class of 1990 Award: "Excellence in Leadership"**
Application Form

*Please affix
recent passport
size photograph here
(preferably colour)*

Personal Information

Name of Applicant (To be filled in CAPITALS):

Mr./Ms. _____
Surname First Name Middle Initial

BESU Roll Number/Registration Number _____ Date of Birth (dd/mm/yyyy): ____/____/____

Home Address: _____

Phone/Mobile (if any): _____ E-mail (if any): _____

Address in BESU Campus: Hostel#/Hall _____ Room No. _____

Name of Parent/Guardian:

Mr./Ms. _____
Surname First Name Middle Initial

Home Address: _____

Phone/Mobile (if any): _____ E-mail (if any): _____

Academic Information

Department _____, Current Semester/Year _____, JEE Rank & Year _____,

Applicants from 1st year: HS Marks (%) & Year _____, Secondary Marks (%) & Year _____,

Applicants from 2nd year & above: (write "NA" if not applicable) 1st Year/Semester Marks (%) _____,

2nd Year/Semester Marks (%) _____, 3rd Year/Semester Marks (%) _____,

Have you ever been disciplined/suspended from the University (Yes/No): _____

If yes, please state when and why: _____

Leadership Records

1. Member of BESU sports team - any sports

Sl. No.	Month & Year	Sports Event Category	Name of the Organizer & Place of the Event	Achievement / Medal

2. Exhibited leadership behavior: Part of Rebeca / Reunion organizing committee; organized academic seminars; Represented hostel / class team in sports & other events

Sl. No.	Month & Year	Event	Location	Role

3. Exhibited talent: Won competitions like quiz, debate, dramatics, etc.

Sl. No.	Month & Year	Competition Type	Name of the Organizer & Place of the Event	Achievement / Prize

4. Special talent in music, literature, fine arts, etc.

Sl. No.	Month & Year	Event Category	Name of the Organizer & Place of the Event	Achievement

5. Participation in various academic, cultural & social activities (other than above)

Sl. No.	Month & Year	Event Category	Name of the Organizer & Place (Country) of the Event	Role

Declaration by the Applicant & Parent

We hereby voluntarily declare that:

- We have read and agreed to the selection criteria for the Award.
- We have provided correct information in this application.
- We agree that we will be held liable to return the full Award amount if we provide false information.
- We authorize GAABESU or their representative to verify information provided by us if required.
- We authorize GAABESU to publish our Award information on their website and in the news media.
- We understand that, if selected, the applicant may be asked to follow special instructions from Donor (Details will be provided by GAABESU later).

Applicant's Signature & Name

Date

Parent's/Guardian's Signature & Name

Date

To be filled by the Head of the Department

I certify that the applicant is a first/second/third/fourth (tick one) year, student in the Architecture/ Civil/Computer Science/ Electrical/ Electronics/ Mechanical/ Metallurgy/ Mining/ IT (tick one) department of BESU. I have verified the university sports record of this applicant and found it to be true.

Signature of the Head of the Department - BESU

Date

To be filled by the PICSA/Dean, Student Affairs

1. I certify that no disciplinary action has been taken against the applicant for violation of University rules.
2. Applicant exhibited pro-activeness in sorting out any issues in class/college/hostel
3. Applicant is very popular among the groups/class

Signature of Dean/PICSA- BESU

Date