

STANDING OPERATING PROCEDURE

AWARDS OF EXCELLENCE: ARMY INSTITUTE OF MANAGEMENT & TECHNOLOGY

General

1. Army Institute of Management & Technology was established in 2004 under the aegis of Army Welfare Society (AWES). It is running Full time Masters in Business Administration (MBA) since 2004 for Army dependents. The course is affiliated to Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi.
2. Army Welfare Society (AWES) is known for providing 'Quality Education at affordable cost' since its inception. In order to serve as a source of inspiration and motivation for the students to work hard and excel in their fields an Awards of excellence have been introduced in all Army run Professional colleges/ Institutions including Army Institute of Management & Technology as per the conditions.

Aim

3. The aim of the SOP is to lay down the guidelines for implementation of 'Award of Excellence' in Army Institute of Management & Technology, Greater Noida.

Award and Modalities

4. Following Awards of Excellence are being instituted in Army Institute of Management & Technology from 2010 passing out batch i.e. MBA 5 batch :-

(a) **Chief of Army Staff (COAS) All Round Best Student Rolling Trophy.** One award per batch based on overall performance during complete duration of the course shall be given to the selected student of the passing out batch at the time of convocation/ Alumni Meet every year. The award shall consist of the following:-

- (i) Monetary Award – Rs 25,000/-
- (ii) Rolling Trophy
- (iii) Merit Certificate

(b) **Awards of Academic Excellence.** Three awards for students securing 1st, 2nd and 3rd position in Academics. The awards 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

Naming of Awards

5. Names of Awards in Army Institute of Management & Technology are:-
 - (a) All round best student award shall be named as '**The Chief Army Staff (COAS) All Round Best Student Rolling Trophy**'.

- (b) Awards of Academic Excellence have been named as follows:
- (i) 1st Position - Shaheed CQMH Abdul Hamid, PVC, Gold Medal
 - (ii) 2nd Position – Shaheed Maj Mohit Sharma, AC, SM, Silver Medal
 - (iii) 3rd Position – Shaheed Jemadar Abdul Hafiz, VC, Bronze Medal

Eligibility

6. All the students pursuing Two year Full time Masters in Business Administration (MBA) from Army Institute of Management & Technology 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.

Criteria for selection

7. Criteria for selection of students for both the categories are as follows:-

- (a) The Chief Army Staff (COAS) All Round Best Student Rolling Trophy (Total marks 130)
 - (i) Academic Performance (Max marks – 100). Overall average percentage of marks obtained in University exams during all the four semesters will be counted as marks scored.
 - (ii) Participation in Sports/ Extra- curricular and Co-Curricular Activity (Max Marks– 20). Number of events participated X 5 marks. Only Inter-Institute and above will be recognized.
 - (iii) Overall Attendance (Max. Marks 10)
 - (aa) Above 90% - 10 Marks
 - (ab) Above 85% - 08 marks
 - (ac) Above 80% - 06 Marks
 - (ad) Above 75% - 04 Marks
- (b) Awards of Academic Excellence – 1st, 2nd and 3rd position.(Total marks 100)
 - (i) Academic Performance (Max marks – 100). Overall average percentage of marks obtained in University exams during all the four semesters will be counted as marks scored.

Composition of Selection Committee

8. The selection will be carried out by a committee composed as under:-

- (a) Presiding Officer – Chairman AIMT
- (b) Members
 - (i) Director AIMT
 - (ii) Registrar AIMT
 - (iii) One Faculty from AIMT
 - (iv) Student Rep AIMT

Selection

9. Not more than 05 students will be short listed by the committee for final selection on merit. If two students get the same marks after being short listed, the student getting higher marks in academics will be declared overall best student.
10. The Institute for further action will forward a record of the selection process to HQ Delhi area
11. The names of the best outgoing student will be intimated to HQ AWES after approval from HQ Delhi area.
12. The selection criteria will be displayed prominently on the notice board and announced in the orientation programme by the Director on re-opening of the Institute every year.

Time schedule

15. The BOOs will be detailed by the Registrar every year. The Board proceedings duly completed will be forwarded to HQ Delhi Area .

Presentation

16. The award will be presented by the Patron/ Chairman during Annual Function/ Alumni meet every year.

Conclusion

17. The award is a initiative by AWES to recognize the young talent and appreciate their hard work to serve as a source of inspiration and motivation for others.

Distribution

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