

SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING

Application for Conducting Events in College Campus

(To be filled by the event coordinator)

Name of Event				
Date(s) of Event		Time of Event	From _____ To _____	
Venue				
Event Coordinator/ Professional Society				
Details of Student Coordinators	Name	Class/ Semester	Roll No./ KTU ID	Mobile Number
Brief Description of the Event (Attach additional sheets if necessary)				
<u>Declaration</u> I/We hereby assure that the events will be conducted as per the code of conduct issued by the college and will be completed within the stipulated time. I/We am/are aware that prior permission is required from the Principal for the use of Public Address System/Speakers/Music Systems/Related Instruments. I/we agree to take complete responsibility in case of any harm to person(s) or damage/loss to/of college property in connection with the event. I/We also assure that all participants and coordinators will strictly adhere to the Covid Protocol as per the guidelines issued by Govt of Kerala and APJAKTU.				
Name and Signature of event Coordinator(s): 1) 2)				
			Date:-	

Recommendation/Permission by the College

Recommendation of Staff in Charge or/and College Union Advisor with Remarks.	Recommended/ Not Recommended
Recommendation of HOD with Remarks. <i>(If the event is organized on behalf of the department)</i>	Recommended/ Not Recommended
Recommendation of Dean (Students Affairs/Academics) with Remarks.	Recommended/ Not Recommended
Remarks by the Principal	Permission : Granted/ Not Granted Permission for Public Address System: Yes/NO Signature with Date