

Passport size
photo

The students of DIIT can be active members of the following clubs according to their personal interests and the best performers are to get certificates for their contributions to their respective Clubs. There are three sections of this form, fill each section carefully and attach one passport size photo with this form.

Personal Information

Name :	
Student ID:	
Batch Name:	
Mobile No:	
E-mail address:	

Join a Club

Choose any one of the following clubs based on your fields of interest. One member can be the member of any one club from the following club list.

- Language Club
- Programming Club
- Cultural Club
- Debate Club
- Sports Club

My Goal In The Next One Year

Share your ideas regarding the club you have chosen (between 50 and 100 words):

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Signature of the Student

Signature of the Advisor

Guideline

How to start a Club:

Think about your hobbies, values and personal interests. Do you know others who also love the same things? Example, do you like debates? Why don't you start a Debate club! Or do you like programming why don't you start a programming club!

Before you being to plan your club, Talk to your friends and test out the interest of your topic. Make sure you have other students who are interested in your idea! Also, familiarize yourself with the DIIT Mission--clubs will only be approved if they mirror the Mission of DIIT.

Required Members:

DIIT requires at least ten (10) members are required to form a club. Of the ten, three (3) students must be assigned the duties of President , General Secretary, and Treasurer (cannot be the same person). The role of the President , Secretary and Treasurer are as follows:

President: This will be the main point of contact for the Club. Roles of the President will also include:

- Preside at all meetings
- Complete room reservation form for all meetings
- Represent the organization on DIIT Campus
- Coordinate campus- wide programs
- Must be elected by the members of the club.

Eligibility for President :

- The Candidate should be DIIT current enroll student of L4DC or above.
- His/her minimum class attendance will be 80%
- The Candidate should have good manner & good communication skills.
- Must be elected by the members of the club.

General Secretary: The General Secretary will be responsible for all recordings of meetings and events. General Secretary will be responsible for turning in agendas and minutes to President of Student Club.

Eligibility for General Secretary:

- The Candidate should be DIIT currently enrolled student.
- His/her minimum class attendance will be 80%
- The Candidate should have good manner & good communication skills.

Treasurer: President of the club will submit the name of Treasurer to advisor and will be appointed by the approval of the Advisor.

Advisor:

Once the members and required officials are in place, an advisor is required. The Advisor can be faculty, staff or administrators or appointed by the DIIT authority. If you are unsure who to ask, contact the Advisors of the respected club for ideas and suggestions. The advisor is also the primary contact after the club president.

Bylaws

The next step of organizing a new club is writing your bylaws. Bylaws are a set of guidelines for the entire organization, citing specific policies and procedures.

The bylaws need to spell out specifics, such as meeting times, members, operations, activities, purpose, and benefits. The club's bylaws will serve as the legal rules of the organization. Students must type

By laws and have the copy ready for the presentation to Director Students' club.

All Clubs will have the following Posts:

- a) Advisor
- b) President,
- c) General Secretary,
- d) Treasure