

Form for submitting the proposal for undertaking Community Work Activity

Name of the student:

Roll number of the student:

Number of credits/hours proposed:

Title of the activity:

Date:

Details of the NGO, including 1-2 sentences on what NGO does and where does it work from (If you are working on something of your own in a group just mention “Own-group” and give some details of your proposed activity and your team members):

Supervisor in the NGO (Please write None if you mention Own-group above):

Goals – Briefly illustrate what the NGO/group/yourself wants you to achieve as part of this activity:

Tentative schedule to achieve these goals

Start date:

Number of hours working on each day:

Days you will be working on:

Tentative finish date:

Note:

1. Before sending this document, please make a pdf file and name it as YourName-YourRollNumber-CW.pdf e.g. if your name is Atul Jain and your roll number is 2050011, you should name your file as AtulJain-2050011-CW.pdf
2. You should discuss this proposal with the adviser before sending this form
3. You should have discussed it with the concerned NGO as well before sending this form
4. You should send this form at least 2 weeks before you intend to start on your activity. If you do not hear back from us within a week of submission, please send a reminder email