

Guidelines of Opening of New Students' Chapter/Renewal of Existing Students' Chapter at Engineering Colleges/Polytechnics

The Institution of Engineers (India) invites attention to all Engineering Colleges/ Polytechnics in the country for opening of New Students' Chapter/Renewal of Existing Students' Chapter at various Engineering Colleges/Polytechnics with the following guidelines:

1. Initial request from an engineering college/a polytechnic to be made to the Director (Membership) of IEI expressing desire to open a students' chapter at the Engineering College/Polytechnic mentioning the branches of engineering.
2. **All the students** pursuing engineering in the same branch and **same year** of a College/University/Institution/polytechnic is required for opening a Students' Chapter.
3. Upon obtaining the permission and code of the new Students' Chapter from IEI, prospective Chapters have to download the forms [for engineering college Students' Members (**ECSC**) and Polytechnic Students' Member (**PSC**)] from the webpage www.ieindia.org
4. The forms have to be filled up by the students willing for members of Students' Chapter in consultation with the Adviser. The respective Adviser/s of the engineering college/polytechnic will then awarding the membership no as per the guidelines.
5. The requisite fee to be collected from each student as per the year of study as given below.

i) For Degree Engineering College:

Membership fee for Student Chapter	Subscription (Rs)	Share of Colleges/ Institutions (Rs)	Share of HQs (Rs)
First Year	536	300	236 (Incl. 18% GST)
Second Year			
Third Year			
Fourth Year			

ii) For Polytechnic:

Membership fee for Student Chapter	Subscription (Rs)	Share of Polytechnic/ Institutions (Rs)	Share of HQs (Rs)
First Year	536	300	236 (Incl. 18% GST)
Second Year			
Third Year			

6. The lower portion of the form has to be retained by the college/ polytechnic (Membership card to be signed by Adviser and given to Student, rest to be retained by the Students' Chapter) and upper portion be sent to be sent to Headquarters of The Institution of Engineers (India) along with the following:
 - a) Forwarding letter for opening/renewal of Students' Chapter
 - b) **NEFT/ IMPS** & Demand draft in favour of **The Institution of Engineers (India)** payable at **Kolkata** of *Headquarters share* (refer fee details in pt. 5)

Name of Beneficiary	THE INSTITUTION OF ENGINEERS (INDIA)
Address of Beneficiary	8, Gokhale Road, Kolkata - 700 020
Name & Address of Bank	IDBI Bank, Siddha Point, Ground floor, 101, Park Street, Kolkata – 700 016
IFS Code	IBKL0000012
Savings Bank Account No.	012104000094674

After the payment is made kindly forward the scan copy of the receipt of the payment for further needful action from our end.

c) A list of newly enrolled students (branch wise) in **excel** in the following format to be **mailed** at studentchapter@ieindia.org .

Sl. No	Name of the Student	Year of Course Completion	Year of Study	Branch	Mobile No.	Email id	HQ Share (Rs)	Membership Number
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7. The Management of the engineering college/polytechnic has to appoint branch wise Faculty Adviser and forward their details in the given mail id as per the following format quoting the chapter code.

Chapter code	Name of the faculty adviser	IEI Membership No of the adviser <i>(if not a member please apply for the same)</i>	Mobile No.	Email id	Email id of Principal
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8. Prospective Colleges/Polytechnics have to function under the overall guidance of a particular State/Local Centre of IEI whose address may be browsed through the following web link <https://www.ieindia.org/webui/IEI-Network.aspx#centres-OverseasChapters> .The Centre will then be requested to extend all possible support to rope in more student members to IEI fold and enrich their knowledge and skills by organizing more technical discourses, such as, technical quiz, technical film show, industry visit, lecture, seminar, group discussion, display of technical information and model competition, etc.

9. The established chapter is requested to submit the report of the above said activities within a week of organizing the event, which are to be published in the **NEWSLETTER** and also submit the quarterly report timely in the prescribed format downloaded from website www.ieindia.org .

10. **Renewal/New enrolment:** The chapter needs to be renewed **every year** by enrolling the newly admitted students of polytechnic/ engineering college and also submit the **technical activities report** quarterly/annually basis.

Address for all communications:

Director (Membership)

The Institution of Engineers (India)

8 Gokhale Road

Kolkata – 700020

Email id: studentchapter@ieindia.org

Note: 1. Branch wise Student Chapter can be established for Degree curriculum only.

2. SMIE Member of Engineering College can be attached to the respective student chapter of the concern college if desire, without paying any fee for the same.

Privileges of Student Members attached to student Chapters of Engineering College/Polytechnic

1	Opportunity to participate in technical events e.g. Seminar, Symposia, Conventions, Workshops etc. organized by IEI State/Local Centres
2	Participation in various Technical Activities of the students' chapter
3	Access to library facilities at 121 State/Local Centres of the Institution across the country
4	Opportunity to meet fellow engineers for professional interaction.
5	Reimbursement of travelling expenses to students selected for presentation of technical papers in Technicians'/Students' Convention
6	<p>After passing the final year examination, student member are eligible for the followings:</p> <ul style="list-style-type: none"> • Members of the Students' chapter of Engineering Colleges, after passing the final B.E/B.Tech Examination, may become Associate Member of Institution. The membership form can be downloaded and apply online from IEI website www.ieindia.org under membership tab. • Members of students' chapter of polytechnics are eligible to become Senior Technician members at concessional fee to appear Sections A&B examinations of the Institution. • Student Members of engineering colleges/polytechnics are eligible to participate in Students' Design Competition every year being organized by National Design and Research Forum • Associate Members are entitled to receive Chartered Engineer certificate on payment of requisite fee
7	85 nos of Scholarships of Rs 7,15,000/- given to the engineering meritorious students attached to the different Student chapter
8	Dr Amitava Bhattacharyya Memorial Trophy to be awarded to three Best Engineering College Students' Chapters and three Best Polytechnics students Chapters are annually awarded the certificate, plaque and Rs 20,000/-, Rs 15,000/- and Rs 10,000/- in each category respectively.
9	The National Design and Research Forum (NDRF) – a peripheral body of the Institution – conducts the students' Design Competition every year amongst the student members studying in engineering colleges of the country. Apart from a certificate, the awardees are being given Gold, Silver, and Bronze medals in each engineering discipline. (http://www.ndrf.res.in)
10	Best three technical papers presented in the Seminar and Technical Sessions by student members of Engineering College and Polytechnic Students' Chapters are awarded in the Annual Convocation and Technicians'/ Students' Convention.
11	Participation in All India Students' Committee election
12	IEI NEWSLETTER Students Chapter may be browsed through www.ieindia.org
13	B P Kapadia Memorial Prizes and upto Rs 27,000/- to be awarded to the best three participants in Technical Session and Seminar during Student chapters' convention of Engineering College, Polytechnic Colleges and Technician Chapter separately.
14	EnggTalks has been launched for student chapter members as community to interact amongst the engineering fraternity the same may be browsed through https://www.enggtalks.com/communities/17 .