



**CMR Institute of Technology**  
**Competition Participation Policy**  
**Version 1.0**  
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## Contents

<b>Sno</b>	<b>Titles</b>	<b>Page No</b>
<b>1.</b>	<b>Objectives</b>	<b>1</b>
<b>2.</b>	<b>TCEM Committee</b>	<b>1</b>
<b>3.</b>	<b>Attendance</b>	<b>2</b>
<b>4.</b>	<b>Financial Support &amp; Reimbursement</b>	<b>2</b>
<b>5.</b>	<b>Awards and Incentives</b>	<b>3</b>
	<b>APPENDIX</b>	
	<b>• List of External Technical Competitions Events</b>	<b>4</b>
	<b>• Prior-Approval Form</b>	<b>5</b>
	<b>• Reimbursement Claim Form</b>	<b>6</b>

# CMRIT-Bengaluru

## Competition Participation Policy

AY-2023-2024

### 1. OBJECTIVES

- To promote, sustain and enable competition culture through engagement and enforcement.
- To motivate students for active participation in technical events/activities.
- To build technical skills among the students.
- To build leadership and knowledge acquisition culture among students.
- To promote and give an opportunity to the students to bring laurels for CMRIT.

### 2. TECHNICAL COMPETITION EVENT MONITORING (TCEM) COMMITTEE

Coordinators for Competition Initiative
Department I&E Heads & Members
Department DRC Heads & Members
Department CoE-Heads & Members

- a. The TCEM will scrutinize and recommend students team to head of the department for approval. HoDs forward to principal for approval to participate in state, national and international level external competitive events.
- b. Each Department should identify list of competitive Technical events that will be held at State, National and International levels in the beginning of the semester.
- c. The selected team will be trained by the I&Es, CoEs and DRC members and heads, and mentors of the respective students to participate and win in the competitions.

### **3. ATTENDANCE**

- a. Students participating in State/National/International events like technical fests, conferences etc., will be granted attendance maximum of 10 instructional days per semester.
- b. Attendance will be provided only if the students have a minimum of 65% physical class attendance. Eligibility of attendance shall be done semester wise.
- c. A standard CMRIT- Prior approval form for participating in technical/management activities/events to be submitted one week prior to the events.

### **4. FINANCIAL SUPPORT AND REIMBURSEMENT**

- a. For any financial support and reimbursement the approval process would be through TCEM, respective head of the department and head of the institution. Pre-approval should be obtained before participation by the students.
- b. Registration fee, travel and accommodation expenses will be paid to the participating team/individual and accompanying faculty coordinators based on the recommendation of TCEM Committee.
- c. Travel allowance will be permitted for bus and train - sleeper class and chair-car only. Flight charges shall be provided only based on a specific situation.
- d. Reimbursement will be given only after registration and participation of the competitions. If a project/team is already reimbursed by some other sources then it should not be claimed at CMRIT.

- e. The process for payment of Registration fees shall be as follows;
  - i. Registration amount not more than Rs 5000/- per team. Registration shall be done by the team and the same shall be reimbursed 100% by CMRIT if prior approval is obtained.
  - ii. If the registration amount exceeds Rs. 5000/- the team can request payment by the institute.
- f. Students can send proposal to IEEE/ACM/DRDO/ISRO and other organization for financial aid for conference papers.

## **5. AWARDS AND INCENTIVES**

- a. A cash award of Rs. 5000/- and a Merit Certificate will be given to winning team at international level.
- b. A cash award of Rs. 3000/- and a Merit Certificate will be given to winning team at national level.
- c. A cash award of Rs. 2000/- and a Merit Certificate will be given to winning teams at state level.
- d. A cash award of Rs.1000/- and Merit Certificate will be given to the corresponding student author for Best Research paper in International/National Conference.
- e. Certificate of appreciation will be awarded to the proctors and faculty coordinators on recommendation of the TCEM committee for remarkable contribution.
- f. If the team has the reached final round or won the competition, they can be given exemption from Mini-project assignment.
- g. If the student's team gets selected for next round of any technical competition, further guidance will be given by internal technical experts on need basis to the students to move to the next round.

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## **APPENDIX**

## LIST OF EXTERNAL TECHNICAL COMPETITIONS EVENTS

Students can participate for the following External Technical Competitions/Events ( State/National/International Levels )

### a. I&E Related Events

- Smart India Hackathon - National level
- Manthan - State level
- TIE Pitch - International level
- KSCST - State level
- Kshitij - IIT K - National level

### b. DRC Related Events

- Kaggle - International level
- Shaastra -IIT-M - National level
- Rendezvous -IIT-D - National level
- Engineer-NIT-K - National level
- Techniche-IIT-G - National level

### c. CoE Related Events

- e-YANTRA- Robitics competition-IIT-B - National level
- RoboWars-IIT-G - National level
- KAVACH - National level
- Pragyana-NIT-T - National level
- Tathva-NIT-K - National level

## STUDENT PARTICIPATION IN EXTERNAL TECHNICAL/MANAGEMENT COMPETITION EVENTS PRIOR- APPROVAL FORM

This form is to be submitted by the student/s at least ONE WEEK in advance before participating in the event.

Date: .....

1. Event name: ..... 2. Event organizer.....
3. Date of the event: ..... 4. Venue of the event: .....
5. Attendance request from.....to..... 6. No of days Attendance Requested.....
7. No of days attendance recommended.....from.....to.....(To be filled by TCEM Coordinator)
6. List of students requesting approval for participation:

Sno	USN	Student Name	Semester	Section	Mentor Name	Mentor Recommendation And Signature

Attach a separate page for the student list in the same format, if necessary. Attach a copy of the event flyer

### Financial Support Requested

**\*Type of Event: State / National / International**

Financial Support for	Estimated Amount	* Recommended Amount
Registration Fees		
Travelling Costs		
Accommodation Cost		
Refreshment Cost (if any)		
Prototype Cost		
Other Expenses		
Registration Fees		
<b>Total</b>		
*To be filled by TCEM Member		

* Exemption from Mini Project	Recommended : YES / NO
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**Justification by I&E /DRC / CoE head**

Name                  Dept          Signatures of I&E / DRC/ CoE Head

**Justification by Coordinator for Competition Initiative**

Name          Dept          Signature of Coordinator for Competition Initiative

Signature of the Respective HOD

Signature of the Head of the Institution



**REIMBURSEMENT CLAIM FORM**

Sno	Name of the Participant	USN	Sem	Remarks

**Name of the Competition:** \_\_\_\_\_

**Type of Event:** State / National / International \_\_\_\_\_

**Details of the Organizing Institute/University/College:** \_\_\_\_\_

**Date of the Competition:** \_\_\_\_\_ **Venue:** \_\_\_\_\_

**Result of the Competition:** \_\_\_\_\_

**Expenditure Incurred:**

Particulars	Recommended Amount	Amount Claimed
Registration Fees		
Travelling Costs		
Accommodation Cost		
Refreshment Cost (if any)		
Prototype Cost		
Other Expenses		
Registration Fees		
Total		

**Remarks by TCEM Committee Member**

Name      Dept      Signature of TCEM

**Mandatory Requirements: Attach Copy**

No.	Requirements	Yes	No	Signature of Team Lead
1.	Official Invitation/Notification			
2.	Certificates of participation			
3.	Report			
4.	Bills, Receipts & Vouchers			
5.	Prior-Approval Form			

**Amount Claimed:** Rupees (in figures): \_\_\_\_\_ (in Words) \_\_\_\_\_

**Remarks by Coordinator for Competition Initiative**

Name      Dept      Signature

Head of the Department

Head of the Institution

## Version History

<b>Sno.</b>	<b>Version Number</b>	<b>Date of Approval</b>
1	Version 1	27 <sup>th</sup> July 2023