

## IQAC

## Najath College of Science &amp; Technology, Karuvarakundu

## Programme/Event Permission Form

Organised by	
HOD/In Charge - Faculty	
In Charge -Student	
<b>Details of Programme/Event</b>	
Date and Time	
Venue	
Proposed Audience	
Type of Programme	
Name(s) & Contact Number(s) of RP if any	
Objectives of the programme	
Name of the programme, if any	

The above-given details are true.

Name and Sign of the Student in Charge with Date :

Phone Number :

## Required Materials &amp; Physical Arrangements

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## Declaration

*The required supportive documents will be submitted/posted/ updated within the stipulated time.*

Name &amp; Sign of Faculty in Charge:..

Reference Note:

Head of the Department:

\* Signed by HOD in case of Department Level Clubs/ Associations/ Cells

## Directions/ Permission/ Suggestions

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Principal

	<b>OFFICE USE</b>	
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Reserved the day.....Proceedings.....

Faculty in Charge, Seminar Hall

Office Superintendent

File, App & Website Updation							
File/ Telegram	Poster <input type="checkbox"/>	Schedule <input type="checkbox"/>	GTag <input type="checkbox"/>	Photos <input type="checkbox"/>	Report <input type="checkbox"/>	Feedback <input type="checkbox"/>	Media <input type="checkbox"/>
Embase	Calendar <input type="checkbox"/>	Events <input type="checkbox"/>	Poster <input type="checkbox"/>	Photos <input type="checkbox"/>	Report <input type="checkbox"/>	Feedback <input type="checkbox"/>	Media <input type="checkbox"/>
Website	News Updates <input type="checkbox"/>	Gallery (M) <input type="checkbox"/>	Events(M) <input type="checkbox"/>	News (2) <input type="checkbox"/>	Gallery (2) <input type="checkbox"/>	Events(2)	
	Latest News <input type="checkbox"/>	Report <input type="checkbox"/>	Banner <input type="checkbox"/>				