Rc.No.5/CCE-Acad.Cell-CSP/AC-6/2022   **Date: 03-08-2022.**

Sub: Collegiate Education – Community Service Project (CSP) –Guidelines for identifying the Best CSPs at College, District, Regional and State level – Communication - Reg.

Ref: 1. Proceedings of the CCE vide Rc.No.3/CCE-Acad.Cell-Policies/AC-6/2022 Dt: 10-05-2022.
2. Proceedings of the CCE vide Rc.No.3/CCE-Acad.Cell-Policies/AC-6/2022 Dated 22-06-2022.
3. Proceedings of the CCE vide Rc.No.4/CCE-Acad.Cell-Policies/AC-6/2022 Dated 07-07-2022.

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Community Service Project (CSP) is being implemented successfully in all the Govt Degree Colleges for the first year and second year students in a laudable way as per the Standard Operating Procedures (SOP) and Additional Guidelines issued vided proceedings cited in the reference above.

In order to encourage the students and mentors (faculty), the Commissioner, Collegiate Educations desires to institute state level Best Community Service Project awards for B.A, B.Com (GEN), B.Com (CA), B.Sc in Mathematical and Biological Sciences Streams (one award for Each Stream). In this regard, the Best Projects on Community Service have to be identified/ selected at College Level, District Level, and Zonal Level for the final level selection at the state level.

In this connection, subject wise experts are identified for the preparation of guidelines and criteria for the selection of Best Project in their respective subjects and a virtual meeting was held on 19-07-2022 at 3.30pm for discussion and finalization of guidelines and criteria. As per the suggestions given by the subject experts, the following guidelines are framed for the selection of best Community Service Project.

Selection of Best CSP at College Level:

Each College has to identify one best Community Service Project from each B.A, B.Com (GEN), B.Com (CA), B.Sc in Mathematical and Biological Sciences Streams (total 5 Best CSPs from each College). **Plagiarism free Community**

Service Projects with Innovative ideas and Quality shall be considered for selection of the best CSP at College level based on the following 100 point criteria:

1. Purpose and planning of the Project: **15 points**
2. Uniqueness of the project: **15 points**
3. Social relevance of the Project: **20 points**
4. Understanding level of the student on the project: **20 points**
5. Presentation of the Project: **20 points**
6. Outcome of the Project   **10 Points**

                    Total: **100 Points**

At each College Level, Principal of the College has to form Stream wise committees to select five best CSPs from B.A, B.Com (GEN), B.Com (CA), B.Sc in Mathematical and Biological Sciences Streams (One from each Stream) for the **the batch of 2020-21 students only**. After selection of the best CSPs at college level, the Principal of the College shall submit the best CSPs to the ID College of their respective District.

Selection of Best CSP at District Level:

ID Colleges on receiving the stream wise nomination for Best CSP from the Principals of the GDCs in the district concerned, District Level Committees (one for each Stream) with Subject Experts shall be formed to scrutinize the nominations and select one Best CSP from Each stream based on the above mentioned criteria. The ID college Principal has to submit the five best CSPs (One from each Stream) to the Regional Joint Director of the respective zone.

Selection of Best CSP at Regional/Zonal Level:

On receiving the nominations for the best CSP from the District ID Colleges, the RJDCEs shall constitute a committee at Zonal level for identifying the Five best CSPs from B.A, B.Com (GEN), B.Com (CA), B.Sc in Mathematical and Biological Sciences Streams (One from each Stream) based on the above mentioned criteria. After Selection of the stream wise best CSPs at Regional/ Zonal Level, The RJDCE has to submit the five best CSPs (One from each Stream) to the Commissionerate of Collegiate Education for the final selection

Selection of Best CSP at State Level:

On receiving 15 nominations (5 from each Region/Zone) for the Best CSPs from the RJDCES, State Level Committee shall scrutinize the nominations and select 5 best CSPs (One from each Stream). For this purpose the State Level Committee shall consists of the following members:
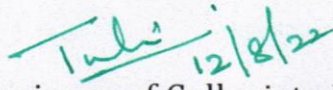
1. Commissioner of Collegiate Education   - Chairman
2. JD/ RJDCE/AGO   - Member
3. Principals/ Subject Experts (5)- members
4. Academic Officers – 2 members

The 15 students whose CSPs are nominated by the RJDCEs for the state level best CSP awards shall attend before the State Level Selection Committee (online/ offline) and present their topic and its relevance, Project methodology, project outcomes (benefit to society, institution, Student) etc.,. Basing on the presentation and the project report the 5 best CSPs (One from each Stream) will be selected for state level best CSP awards.

Timelines and Important dates:

S.No	Activity	Date
1	Date of Notification	12.08.2022
2	Last date for Selection of Best CSPs at College Level	18.08.2022
3	Last date for submission of nominations to ID College	22.08.2022
4	Last date for submission of nominations to **RJDCEs**	25.08.2022
5	Last date for submission of the proposals of teachers duly recommended by the **RJDCEs to the Commissionerate of Collegiate Education**	29.08.2022
6	Meeting of the State Level Selection Committee at CCE	01.09.2022

(Orders of the CCE obtained in the note file)

12/8/22

For Commissioner of Collegiate Education

To
The Principals of all Govt Degree Colleges
Identified College Principals
RJDCEs of Rajahmundry, Guntur and Kadapa.