



Aavishkar

in

**Shivaji University,
Kolhapur**

From

Academic Year 2025-26

Rules and the Standard Operating Procedure

Avishkar Advisory Committee for 2025-26

- | | | |
|-----|---|--|
| 1) | Prof. Dr. D. T. Shirke | Vice-Chancellor |
| 2) | Prof. Dr. P. S. Patil | Pro Vice Chancellor |
| 3) | Dr. V. N. Shinde | Registrar |
| 4) | Prof. Dr. Smt. J. P. Jadhav | I/C Dean, Science and Technology |
| 5) | Prof. Dr. M. S. Deshmukh | I/C Dean, Humanities |
| 6) | Prof. Dr. S. S. Mahajan | I/C Dean, Commerce and Management |
| 7) | Prin. Dr. Megha Gulavani | I/C Dean, Interdisciplinary Studies |
| 8) | Dr. P. K. Pawar | Avishkar Coordinator |
| 9) | Prof. Dr. A. M. Sarvade | Co-Coordinator, Humanities, Languages, and Fine Arts |
| 10) | Prof. Dr. K. V. Marulkar | Co-Cordinator, Commerce, Management, and Law |
| 11) | Prof. Dr. T. D. Dongale | Co-Cordinator, Pure Sciences |
| 12) | Prof. Dr. M. S. Nimbalkar | Co-Cordinator, Agriculture and Animal Husbandry |
| 13) | Prof. Dr. P. D. Patil | Co-Cordinator, Engineering and Technology |
| 14) | Prof. Dr. D. S. Bhange | Co-Cordinator, Medicine and Pharmacy |
| 15) | Chief Rector, Boys Hostel | Member |
| 16) | Chief Rector, Girls Hostel | Member |
| 17) | Chief Rector, Bhavans Hostel | Member |
| 18) | Dr. R. H. Atigre,
Kolhapur District Coordinator
Shri Vijaysinha Yadav Arts and Science
College, Peth vadgaon | Invitee |
| 19) | Dr. Devanand Sontakke,
Satara District Coordinator,
D. P. Bhosale College, Koregaon | Invitee |
| 20) | Dr. Siddheshwar D. Jadhav
Sangli District Coordinator
Willingdon College, Sangli | Invitee |
| 21) | Dr. T. M. Chougale
I/C Director, Department of Students
Development | Member Secretary |

Committee for Revision of Rules and Standard Operating Procedure

Dr. Siddheshwar D. Jadhav
Coordinator, Revision of Rules and SOP
Willingdon College, Sangli- 416 415
sdjchem@gmail.com

Dr. Pankaj K. Pawar
Coordinator, Avishkar,
Shivaji University, Kolhapur

Dr. Rajaram H. Atigre
Shri Vijaysinha Yadav Arts and Science College
Peth vadgaon, Hatkanangale-416112

Dr. Somnath D. Pawar
Department of Statistics,
Shivaji University, Kolhapur

Smt. Surekha T. Adake
Office Superintendent,
Department of Student's Development

Dr. T. M. Chougale
Director
Department of Students' Development
Shivaji University, Kolhapur

Contents

1. About <i>Aavishkar</i>	05
1.1 Introduction and objectives of Aavishkar	
1.2 Meaning and description of some terms	
1.3 Abbreviations	
1.4 Aavishkar disciplines	
1.5 Levels of participation	
2. Rules for Participation	08
2.1 Rules for Participation for the colleges and university-departments	
2.2 Instruction to the participants of the District/ University /State Level Aavishkar.....	
2.3 Eligibility conditions for UG-PG student participants	
2.4 Eligibility conditions for PPG participants	
3. The Standard Operating Procedure	12
3.1 The process of shortlisting the participants for the State Level Aavishkar	
3.2 Evaluation criteria	
3.3 Incentives to the winners of the District and University Level Aavishkar	
3.4 Awards to the Institutions	
3.5 Workshop to the Teacher Coordinators....	
3.6 Training Program	
3.7 Institutional Aavishkar Coordinator (IAC)	
3.8 Institutional Aavishkar Expert Committee (IAEC)	
3.9 Aavishkar Advisory Committee (AAC)	
3.10 Aavishkar Planning Committee (APC).....	
3.11 University Level Aavishkar Organizing Committee	
3.12 Training Program Organizing Committee	
4. The Standard Operating Procedure for Program Organizer (Host).....	18
4.1 Screening 1: Organizing Aavishkar Workshop for Students and Teachers....	
4.2 Screening 2: District Level Competition.....	
4.3 Screening 3: University Level for PG Competition.....	
4.4 Screening 3: University Level for UG-PPG Competition....	
4.5 Special Training.....	
4.6 Tentative Yearly Schedule of Aavishkar and Anveshan....	
5. Instructions about Anveshan Competition of AIU	22
5.1 Instructions for Anveshan Participation.....	
6. Annexures	24
6.1 Poster Format	
6.2 Workshop Certificate and Report Format	
6.3 District Level Documents....	
6.4 University Level Documents.....	
6.5 Tentative Yearly Schedule of Aavishkar.....	

1. About *Aavishkar*

1.1 Introduction and Objectives of Aavishkar

The landscape of education is constantly evolving. We are transitioning from a knowledge-based society to one driven by innovation, where research plays a pivotal role. In this context, research activity has become a crucial yardstick for assessing the potential of educational institutions. Students, teachers, and other stakeholders within higher education must actively participate in research across various levels. With the growing importance of interdisciplinary approaches, no field remains untouched by research endeavors.

Keeping in view the new challenges, the then Hon'ble Governor of Maharashtra and the Chancellor of the Universities in the State of Maharashtra initiated 'Aavishkar: Maharashtra State Inter-University Research Convention' in the academic year 2006-2007. This convention aims to foster a research culture and scientific mindset among students and scholars, spanning from undergraduates to doctoral candidates.

Objectives of “Aavishkar”

- ✓ **Identify Hidden Talents:** The convention aims to identify innovative scientific talents and capacities among students.
- ✓ **Research Attitude:** It provides opportunities for inculcating research attitude in students, encouraging them to explore and question.
- ✓ **Academic Excellence:** By developing knowledge, skills, and research-oriented attitudes, it contributes to creating academically sound youth.
- ✓ **High Standards of Research:** The convention emphasizes high standards of research and development activities, benefiting students and promoting excellence.
- ✓ **Student-Centered Paradigm:** It explores an active student-centered paradigm of education, encouraging student participation and engagement.
- ✓ **Active Learning:** The convention strives for active learning standards in research, fostering curiosity and critical thinking.
- ✓ **Personality and Communication Skills:** It aims to develop personality and communication skills in students, essential for effective research.
- ✓ **Future Research Scholars:** By nurturing research aptitude, it aims to produce research scholars who meet future needs.
- ✓ **Student Interaction:** The convention promotes interaction among students, facilitating the exchange of research insights.
- ✓ **Participation:** It encourages students to participate in research activities at various levels, from inter-collegiate to international.
- ✓ **Recognition and Awards:** Students' achievements are recognized through awards and honors.
- ✓ **Financial Assistance:** The convention provides fellowships and scholarships to selected researchers for innovative projects.
- ✓ **Entrepreneurial Skills:** It creates a conducive environment for enhancing entrepreneurial skills and incubating valid research ideas.

The organization of Aavishkar promotes and encourages participation of multi-disciplinary faculties of education at four different levels to showcase novel innovative research projects under the unique theme of '*Create, Sustain and Prosper*'.

This document describes the rules for participation in Aavishkar and the standard operating procedure of the Aavishkar activities in Shivaji University, Kolhapur.

1.2 Meaning and Description of Some Terms

The description of some terms that appear in this document is given below for the reader's convenience.

1. *Aavishkar Discipline*: A discipline specified by Aavishkar. It does not refer to the faculty/discipline of the academic programme in which a participant of Aavishkar is enrolled in. The Aavishkar disciplines are mentioned in Section 1.4.
2. *Level of Participation*: An academic level for participation specified by Aavishkar. The levels of participations are mentioned in Section 1.5.
3. *University*: Shivaji University, Kolhapur.
4. *Level of shortlisting*: A level specified by the university for shortlisting the participants of Aavishkar. The levels of shortlisting are described in Section 3.1.
5. *Institution*: A college/institution affiliated to the university or a university-department or an autonomous college/ institution in the jurisdiction of the university.
6. *Teacher*: A person who is a university approved teacher.
7. *Student*: A person who has been enrolled for some academic programme in some institution and who is not a teacher.

1.3 Terms Abbreviations

The description of some terms that appear in this document is given below for the reader's convenience.

AAC	: Aavishkar Advisory Committee
AC	: Aavishkar Coordinator (Whole Avishkar Event by DSD)
ACC	: Avishkar Co-coordinator (Whole Avishkar Event by DSD)
APC	: Aavishkar Planning Committee
DC	: District Coordinator
DSD	: Department of Students' Development
IAEC	: Institutional Aavishkar Expert Committee
IAC	: Institutional Aavishkar Coordinator
PG	: Post Graduate
PPG	: Post Post Graduate
UG	: Under Graduate

1.4 Aavishkar Disciplines

Students of Department of Shivaji University or affiliated Colleges of Shivaji University are allowed to participate in any of the following categories irrespective of their own discipline / program / Course.

There are SIX Aavishkar disciplines as given below.

1. Humanities, Languages and Fine Arts
2. Commerce, Management and Law
3. Pure Sciences
4. Agriculture and Animal Husbandry
5. Engineering and Technology
6. Medicine and Pharmacy

1.5 Levels of Participation

There are THREE levels of participation as mentioned below.

1. *Undergraduate* (UG) students
2. *Postgraduate* (PG) students
3. *Post-PG* (PPG) students

The eligibility criteria for participation at these levels are given in sections 2.3.

1.6 Steps for participation in various Competitions

1. Screening 1: Institute / College/ Departmental Level Competition.
2. Screening 2: District Level Competition for UG.
3. Screening 3: University Level Competition for shortlisted UG and direct PG and PPG.
4. Screening 4: For State Level Aavishkar Competition and Anveshan: West Zone of India.

2. Rules for Participation

2.1 Rules for Participation for the Institutions

1. Participation in Aavishkar shall be mandatory for all institutions.
2. Institutions shall strictly follow the annual schedule of Aavishkar.
3. Registration for participation shall be institutional and online via Registration Portal.
4. A student enrolled under any faculty/discipline in any institution shall participate in any Aavishkar discipline provided that he/she is eligible for participation.
5. Each project to be registered for participation shall have **only a single investigator**.
6. Any number of students can participate in Screening 1. University Departments, Institutions, Affiliated Colleges, or Autonomous Colleges of Shivaji University shall arrange the Screening 1 Competition in six disciplines. The shortlisted projects should be sent to Screening 2 as per Table No. 1 at the respective levels.
7. The research projects sponsored by the university through its Research Sensitization Scheme shall be registered for **Screening 1** Shortlisting. The mentor/guide of a group of students working on such a project shall select a representative student from the group for participating in Aavishkar. Further, the mentor/guide shall attempt to ensure such a high quality of the project that it shall be a competent project for the State Level Aavishkar.
8. The College/Institute/Department shall conduct Screening 1 i.e. Aavishkar Research Convention for UG Levels as per Guidelines from University and send them for Screening 2 i.e. District Level Aavishkar Competition of the Shivaji University.
9. The College/Institute/Department shall conduct Screening 1, i.e., the Aavishkar Research Convention for PG/PPG levels, as per the University guidelines, and forward the shortlisted entries to screening 3 i.e. University Level Competition for PG and PPG.
10. The maximum numbers of participants to be allowed from institutions for various screening is given in **Section 3.1**. Institutions shall be free to shortlist any number of participants for any Aavishkar discipline subject to the limits provided in that section.
11. All Aavishkar activities shall be planned and monitored by the *Aavishkar Planning Committee* (APC) by taking necessary approvals from the university authorities. The Director, *Department of Students' Development* (DSD) shall be the *Aavishkar Coordinator* (AC) and the Chairperson of the APC.
12. All administrative work related to the Aavishkar activities shall be done by the DSD.
13. For selecting participants for the State Level Aavishkar, the university shall apply a four-level shortlisting procedure for the UG participants and a three-level shortlisting procedure for the PG and PPG participants as described in Section 3.1.
14. It shall be mandatory for a shortlisted participant to participate in the next level of shortlisting. If he/she fails to do so then he/she shall be debarred from participating in Aavishkar events in that academic year. However, in case of any unavoidable circumstance or if the participant submits a sufficient cause/satisfactory reason, then the deciding authority for the same shall be the APC. The decision of the APC shall be final and binding on all the concerned parties. However, a participant found guilty of misbehavior or violation of any rule/ instruction at any level of shortlisting or during the participation at the State Level Aavishkar shall be debarred from the further process of shortlisting and participating at the any State Level Aavishkar Event / Competition.

15. The APC shall be grievance redressal authority. The appellate authority shall be the *Aavishkar Advisory Committee* (AAC). The decision of the appellate authority shall be final and shall be binding on all the concerned.
16. Specific Instructions of participation are mentioned in Section 2.3.
17. Travelling expenses of the participants and the *Institutional Aavishkar Coordinator* (IAC) for participating in the District and University Level Aavishkar shall be borne by the institutions of the participants.
18. In fees regards, each student pays Rs. 20 as Aavishkar fees at the time of admission, of which Rs. 5 per student remains with the College/Department. It is mandatory that the College/Department utilize at least this portion for Aavishkar-related activities, in addition to meeting any further requirements.

2.2 Instruction to the participants of the District/ University /State Level Aavishkar

1. Participants will be allowed to participate only after the verification of an **'Identity Card with photo'** duly signed by the competent authority of university / College/ Institute for current year.
2. Each Participant is required to present a well-designed 1m x 1m poster and or model. Affix poster at the space allocated by the Host Institution for the District, University, and State Level events. See Poster instructions in **Annexure A**.
3. A Participant can be disqualified in conditions like
 - a) Participant revealing the identity of Department or College or Institute during the Poster and/or Model and Podium Presentation.
 - b) Presentation of plagiarized or duplicate research work.
 - c) Intervention of the Teacher Coordinator, Mentor, Teachers, Students other than presenter during Poster and or Model and Podium Presentation.
 - d) Undisciplined behavior of the participant.
4. Space for a model of 1m × 1m, along with electric or water supply if required, will be provided for assembling the working or static model. Participants must specify their requirements in the online entry form and also intimate the host at the time of event registration.
5. The model shall be working or non-working. Participants are not encouraged to use Styrofoam (Thermocol) for making the model. It is advised to use non-polluting or environment friendly materials for making the model. More weightage shall be given to the working model.
6. Use of fireworks/ arms at the venue is strictly prohibited. However, if it is unavoidable for an exhibit, its imitation may be used with the prior permission of the organizing committee.
7. At the time of Poster/Model Presentations, only participants shall be allowed to be present on the venue. Teacher Co-ordinators, Student Co-ordinators, Mentors, Teachers, other students, any other audience, etc. shall not be allowed to enter the venue during the Poster/Model Presentation. However, Podium Presentation all participants, Teacher Co-ordinators, Student Co-ordinators, Mentors, Teachers and other Students shall be allowed.
8. For the State Level Aavishkar, the participants shortlisted from poster / model evaluations will have to make PPT podium presentation of their research projects for not more than 07 min. duration, which will be followed by discussion. LCD projector facility will be made available. Participants are also advised to bring the 'PDF-version' of presentation to avoid hardware / software compatibility problems.

9. The decision of evaluators at any level of shortlisting shall be final and binding on all the concerned.

2.3 Eligibility Conditions for UG-PG Student Participants

The eligibility conditions for participation in Aavishkar specified by the Office of the Hon'ble Chancellor are as stated below.

- a) Only bonafide, full time student, who is enrolled for a UG or PG degree or diploma course of a minimum duration of one academic year and whose examination is conducted by the university or autonomous college affiliated to University subsequent to passing of the 12th class examination will be eligible. **However, students enrolled in correspondence course in Institute / Centres of Universities, casual students, external students and students pursuing bridge courses shall not be eligible.**
- b) Student from any level/ discipline can participate under any of the above disciplines.
- c) A student shall not be allowed to represent more than one university during a single academic year.
- d) Provisional admission to a course of a university or college shall not make the student eligible to represent the University in the Aavishkar.
- e) In case of a student migrating from one university to another, his / her migration case will be considered eligible only after his / her admission in the new university is regularized and he/she is admitted as a bonafide student by the new University.
- f) Computing age of eligibility: For the purpose of computing years of eligibility of the participant, the academic year in which the research convention is being held irrespective of whether the students result is declared or not, shall be considered. Explanation: If a student completing 25 years on or before 31st December of the organizing year of Aavishkar (e.g. 2014-15) and his /her result is to be declared in between the month of January to July of the succeeding year of organization of Aavishkar (i.e. in Jan. to July of 2015) shall be considered eligible. The result will normally be extended from June / July of current year to 12 calendar months of the next year.
- g) Period of year more than the length/ duration of academic course means that the students pursuing a three year degree programme (i.e. B.A., B.Sc., B.Com. etc. can participate for four / five years while a student pursuing four year programme (i.e. B. E., B. Tech., B.V.Sc. & A.H., B.F.Sc., B. Tech. in Dairy Sci.) etc.) can participate for five / six years.
- h) Any disqualification of a participant on the ground of ineligibility may result in the automatic removal of the contingent for that academic year. The contingent may also be debarred from participating in the Aavishkar to be held in the following years.
- i) All the participating students for Aavishkar shall fulfill the following conditions:

For UG students:

Students pursuing studies in the participating university or its constituent/affiliated colleges or autonomous colleges or recognized institutes who are below the **age of 25 years** are eligible to participate in any of the six disciplines under this category depending upon the area of his/her research work irrespective of the faculty/stream/subject in which he/she has enrolled for the degree/diploma in the participating university.

For PG Students:

Any student pursuing studies in the participating University or its constituent /affiliated colleges or a recognized institute who is **below the age of 30 years** is eligible to participate in any of the six disciplines under this category depending upon the area of his/her research work irrespective of the faculty/stream/subject in which he/she has enrolled for the Post Graduate degree/diploma in the participating University.

For PPG students

Any Student (excluding university approved teachers) from the participating university or its constituent/affiliated college or recognized institute, who has duly registered for (i) a degree such as M. Phil. / Ph.D. or (ii) registered for D.Sc. / D.Litt. etc. having acquired Post Graduate degree/diploma in the said subject/stream/faculty or (iii) pursuing Post-Doctoral Research is eligible to participate in any of the six disciplines depending upon the area of his/her research project irrespective of the faculty/stream/subject in which he/she has enrolled for the said programme in the participating university **without any stipulated age limit.**

3. The Standard Operating Procedure

The process of Aavishkar competition is given below

3.1 The Process of Screening the Participants

Screening 1: Institution (Departmental for University) Level Aavishkar

Screening 1 shortlisting shall be done at the respective institutions or Departmental Level of the participants. At this level, each institution shall invite applications from all the students for all Levels from UG to PPG of that institution to participate in Aavishkar and shall organize the Institution Level Aavishkar (that is, an exhibition of projects/model/posters of all the participants). The evaluation and shortlisting of the projects shall be done by the *Institutional Aavishkar Expert Committee* (IAEC) of the institution. The maximum numbers of participants to be shortlisted by the IAEC at different levels of participation shall be as mentioned in **Table 1**. The IAEC shall be free to shortlist any number of participants for any Aavishkar discipline subject to the limits provided in **Table 1**.

After Screening 1 shortlisting, the institutions shall complete the **institutional online registration process** of the shortlisted participants on the Aavishkar Portal as per Notice of DSD for that Academic Year. For the registration, uploading of a two-page summary of the project of each shortlisted participant shall be mandatory.

Table 1: Screening levels, Eligibility and Shortlisting for Aavishkar Event

Screenings / Levels			UG	PG	PPG
1	Screening 1 Department / Institutional Level	strength per discipline	Any Number	Any Number	Any Number
		Shortlisting per discipline	As per convenience	As per convenience	As per convenience
2	Screening 2 District Level	Registration per discipline	Max 4 per discipline and Total count 12*	--	--
		Shortlisting per discipline	5 per district	--	--
3	Screening 3 University Level	Registration per institute / district	5 per district	Max 4 per discipline and Total count 12*	Max 4 per discipline and Total count 12*
		Shortlisting per discipline	5	5	4
4	Screening 4: For State Level Aavishkar Competition and Anveshan: West Zone of India.				
5	State Level	Registration per discipline	3 From screening 4	3 From screening 4	2 From screening 4

*if institution or college having students strength more or equal to 3000 then consider total registrations 18.

Screening 2: District Level Aavishkar

The contestants for Screening 2 Shortlisting shall be the **UG participants** shortlisted at Screening 1. They shall be invited **in person** to present their projects in the District Level Aavishkar, which shall be organized in some institution in their district. At this level, **FIVE participants per discipline per district** shall be shortlisted by the panels of evaluators appointed by the University authorities. There shall be a separate panel of evaluators for each discipline consisting of three members. Each member of a panel for any discipline shall be a college/university teacher possessing a Ph. D. degree and having at least 10 years of research experience in a broad area pertaining to the discipline.

Screening 3: University Level Aavishkar

Screening 3 Shortlisting will include UG candidates selected from Screening 2, along with PG and PPG students who qualify to start directly at Screening 3. They shall be invited **in person** to present their projects in the University Level Aavishkar. At this Screening, **FIVE participants for UG & PG each and FOUR participants for PPG per discipline** shall be shortlisted by the panels of evaluators appointed by the University authorities. There shall be a separate panel of evaluators for each discipline consisting of three members of which at least one member shall be a teacher from other university or an institute not affiliated to the university. Each member of a panel for any discipline shall be a college/university teacher possessing a Ph. D. degree and having at least 10 years of research experience in a broad area pertaining to the discipline.

Screening 4: For State Level Aavishkar Competition and Anveshan: West Zone of India.

All Shortlisted UG/PG/PPG participants at the University level (Screening 3) are required to submit two page synopsis and Poster PDF to DSD mentioning details of the project within one week after declaration of Screening 3 results. Director DSD, Avishkar Coordinator and District coordinators will make recommendations for scrutiny committee based on synopsis.

All Shortlisted Candidates are required to undergo a scrutiny process for final confirmation of registration for the State Level Competition and Anveshan: West Zone of India. The Aavishkar Coordinator, in coordination with the District Coordinators and expert members, will conduct the scrutiny for the final selection and registration of students for the State Level Competition.

If any candidate from a College/Institute/Department is unable to participate in the State Level Competition for any reason, the same shall be communicated in writing prior to the registration process. After screening 4, students should submit undertaking of participation in further competition(s) at the time of joining training program. Further, it is mandatory for all state level registered candidates to participate fully in the preparation camp arranged at the University Training Campus and participate in State Level Competition.

3.2 Evaluation Criteria for all Aavishkar Levels

The evaluation criteria at different levels of shorting shall be as mentioned in Table 3.

Table 3: The evaluation criteria at different levels of shorting

Sr.	Criterion for evaluation	Marks
1	Originality/Innovation	20
2	Significance / Applicability	10
3	Depth and Clarity	20
4	Research Design and Methodology	10
5	Social Impact	10
6	Organization and Presentation Skill	20
7	Responses to questions	10
	Total Marks	100

3.3 Incentives to the Winners of the District and University Level Aavishkar

Each participant shortlisted in the District Level Aavishkar shall be entitled to receive an incentive of Rs 1000/- (First Rank), Rs. 700/- (Second Rank) and Rs. 500 (for Third to Fifth Rank) per Discipline for UG students.

Each participant shortlisted in the University Level UG/ PG Aavishkar shall be entitled to receive an incentive of Rs 1000/- (First Rank), Rs. 700/- (Second Rank) and Rs. 500 (for third to fifth Rank) per discipline. Only four ranks will be shortlisted for PPG level and not five.

3.4 Awards to the Institutions

The institution securing the highest winning score at the District Level Aavishkar shall be awarded the '**Shivaji University District Level Aavishkar Championship Trophy**'. Similarly, the institution securing the highest winning score at the University Level Aavishkar shall be awarded the '**Shivaji University Aavishkar Championship Trophy**', while the runner-up shall be awarded the '**Shivaji University Aavishkar Runner-up Championship Trophy**'. These trophies shall be rotating in nature. The winning score of an institution shall be the aggregate of the scores earned by its winners. The scores for the first, second, third, fourth, and fifth rank holders shall be **10, 9, 8, 7, and 6**, respectively.

3.5 Workshop for the Teacher Coordinators and Students

The Department of Student Development is responsible for organizing an annual workshop for each district separately aimed at guiding teachers and students who are participating in the Aavishkar Competition. This workshop should be conducted prior to the commencement of the Institutional or Departmental Aavishkar Convention. To support this initiative, financial assistance will be provided to institutions on a district level to aid in the organization of these workshops. It is mandatory that the coordinators and students from each college, institution, or university department attend the workshop. The primary goal of the workshop is to provide coordinators and students with the most recent rules and regulations of the competition, as well as detailed guidelines to foster effective student engagement in the activity.

3.6 Training Program

The University's Department of Student Development is tasked with organizing a week-long Training Program on campus for those participants who have been shortlisted in the Screening 3 phase and participating in State and National Level Competition. The program will feature discipline-specific parallel sessions, where participants will engage in one-on-one interactions with guides / experts. These experts, who are required to be college or university teachers with a Ph.D. and a minimum of 10 years of research experience in their respective fields, will offer training and advice to help participants refine their ideas and enhance their presentation skills.

During the Preparation Camp, all activities such as purchase, modification, characterization, etc., shall be carried out under the guidance and with the approval of the Guide/Expert and the Aavishkar Coordinator. The expenditure bills shall be submitted to the University's Department of Student Development immediately and will be reimbursed only during the training period.

3.7 Institutional Aavishkar Coordinator (IAC)

Each institution shall have the IAC, nominated by the Principal/Head from among the regular faculty members in the institution. The IAC shall have adequate research experience. He/She shall be responsible to coordinate all Aavishkar related activities in the institution. His/her primary duties mainly include:

1. To make the students aware of the schedule of Aavishkar.
2. To invite applications for participation in Aavishkar from the eligible students/teachers in his/her institution.
3. To organize Level 1 Shortlisting, that is, Institution Level Aavishkar.
4. To coordinate training to the participants shortlisted at Level 1 Shortlisting.
5. To coordinate the online institutional registration process of the participants shortlisted at Level 1 Shortlisting.
6. To accompany the shortlisted participants during the District and University Level Aavishkar.

3.8 Institutional Aavishkar Expert Committee (IAEC)

Each affiliated/autonomous college shall have the IAEC formed by the Principal of the college. The Principal or a senior teacher in the college nominated by the Principal shall be the Chairperson and the IAC shall be the Member-Secretary of the IAEC. In addition to this, the IAEC shall consist of four more members who are the regular faculty members in the college having an adequate research experience. The IAEC shall consist of at least one faculty member from each faculty in the college.

Also, each university-department shall have the IAEC formed by the Head of the Department. The Head shall be the Chairperson and the IAC shall be the Member-Secretary of the IAEC. In addition to this, the IAEC shall consist of two more members who are the regular faculty members in the department having an adequate research experience. If a department does not have sufficient number of faculty members, the Head shall invite some faculty members from the other departments in the university to work on the IAEC in order to fulfill the required strength.

The IAEC shall render the following duties:

1. To evaluate the projects at the Institution Level Aavishkar (Level 1 Shortlisting).
2. To provide guidance and suggestions to the participants, shortlisted at Level 1 Shortlisting, for refining their ideas.
3. To ensure that the participants have incorporated the suggestions.
4. To guide the shortlisted participants for preparing presentations, and two-page summaries of their projects.

5. To provide training for presentation/demonstration to the shortlisted participants.
6. To assist the shortlisted participants for video-recording their presentations and demonstrations.
7. To guide the participants shortlisted for District/University Level Aavishkar to further improve their projects.

3.9 Aavishkar Advisory Committee

• Hon'ble Vice Chancellor	Chairperson
• Hon'ble Pro-Vice Chancellor	Vice-Chairperson
• Registrar	Member
• Dean, Faculty of Science and Technology	Member
• Dean, Faculty of Commerce and Management	Member
• Dean, Faculty of Humanities	Member
• Dean, Faculty of Inter-disciplinary Studies	Member
• Aavishkar Coordinator (AC)	Member
• Director, Innovation, Incubation & Linkages	Member
• Aavishkar Co-coordinator (ACC), Humanities-Languages-Fine Arts Discipline (to be nominated by Hon'ble Vice Chancellor)	Member
• Aavishkar Co-coordinator (ACC) Commerce-Management-Law Discipline (to be nominated by Hon'ble Vice Chancellor)	Member
• Aavishkar Co-coordinator (ACC), Pure Sciences Discipline (to be nominated by Hon'ble Vice Chancellor)	Member
• Aavishkar Co-coordinator (ACC), Agriculture-Animal Husbandry Discipline (to be nominated by Hon'ble Vice Chancellor)	Member
• Aavishkar Co-coordinator(ACC), Engineering-Technology Discipline (to be nominated by Hon'ble Vice Chancellor)	Member
• Aavishkar Co-coordinator(ACC), Medicine-Pharmacy Discipline (to be nominated by Hon'ble Vice Chancellor)	Member
• District Cultural Coordinators	Member
• Director, DSD	Member Secretary

3.10 Aavishkar Planning Committee

- Aavishkar Coordinator, Chairperson
- Aavishkar Co-coordinators, Members
- District Cultural Coordinators

3.11 University Level Aavishkar Organizing Committee

- Aavishkar Coordinator, Chairperson
- 6 ACC nominated by the Chairperson, Members
- Aavishkar Portal Administrator, Member

3.12 Training Program Organizing Committee

- Director, DSD, Chairperson
- AC, Organizing Secretaries
- ACCs, Organizing Secretaries
- 06 IACs nominated by the Chairperson, Members

4. The Standard Operating Procedure for Host

The DSD will organize the **Workshop for students and Aavishkar Coordinators** at selected affiliated College/ Institutions / Department within three separate districts.

The DSD will organize the **Screening 2 (District Level) Competition** at selected affiliated institutions or colleges within three separate districts.

The DSD will organize **Screening 3 (University Level) Competition** at selected University Department in University for postgraduate (PG) and Undergraduate & Post-PG (UG-PPG) participants on distinct days.

The DSD will organize **Screening 4 (For State Level Aavishkar Competition and Anveshan: West Zone of India)** to the selected students in Screening 3 before participating State Level Aavishkar and Anveshan (West Zone) competition.

Common Instructions for The Host College/Institute/Department:

1. **The Host College/Institute/Department role is to furnish all essential requirements for participants, Resource persons, Examiners, University Officials and Staff facilitating a well-organized program as per the University's SOP schedule.**
2. Constitute various committees for smooth conduct of the Workshop/Convention. DSD shall send formal invitations to the respective Colleges / Departments in their concerned geographical area before time.
3. Coordinate with participants to ensure effective arrangements.
4. **For Aavishkar Competition:** Make arrangement of Registration Desk(s), Allocation of Specific Place(s)/Area(s) for the Display of the Posters / Models, Arrangement of Posters / Models (1m x 1m area shall be allotted for each poster), Special provision (if required) shall be made for model.
5. Expenditure of Prizes of the students, Certificate Printing, Display of the Banner(s), Photography and Auditorium for program should be borne by the Host.
6. Tea, Refreshment and Lunch to all Resource Persons, Examiners, University Officials and Staff., participants and participating Teacher Coordinators should be arranged by the Host.
7. Do not consider travel or any other expenses of Participants and Teachers.
8. Any other facility required for smooth conduct of smooth workshop/convention.
9. Host College/Institute/Department is expected to submit comprehensive report of the event with Photographs (some of Geotagged) to DSD within one week of the event.

4.1 Organizing One Day Workshop on Avishkar Research Competition for Students and Teachers.

DSD should arrange workshop to guide Teacher and Students participating as Aavishkar Competition before commencing Institutional / Departmental Aavishkar Convention every year. The Certificate of Appreciation and partial fund shall be given to the Host College / Institute / Department from the Shivaji University of Mumbai for organization of Workshop on Aavishkar:

Instructions for Arrangement:

1. Make arrangement of the basic requirements like Registration Desk, Printing, Display of the Banner(s), Sound System, Photography and Auditorium for program.
2. The format for Certificate is given in Annexure B1.
3. Prepare report of workshop as per Annexure B2 and submit to the DSD within 10 days after workshop.
4. Strictly follow the schedule of the program given below.

A Model Schedule for Workshop

Time	Activity
10.00 AM to 11.00 AM	Registration
11.00 AM to 12.00 AM	Inaugural
12.00 AM to 1 AM	Session I
1.00 PM to 2.00 PM	Lunch
2.00 PM to 3.00 PM	Session II
3.00 PM to 3.30 PM	Discussion Session
3.30 PM to 4.40 PM	Valedictory Function

4.2 Screening 2 (District Level) Competition:**Instructions for Arrangement:**

1. Strictly follow the schedule of the program given below.
2. Inaugural function shall not be organized.
3. Issue Identity Card with Code to the Students after verifying current year College Identity Card and Bonafide of the Student.
4. Distribute Discipline-specific evaluation sheets and Ranker Sheet to the examiner.
5. Keep ready signed certificates as per Annexure C1, Appreciation Letter as per Annexure C2, Report names of the winners and report of the Competition on same day of the program via email as per Annexure C3 and C4.
6. The organizing Institute should make necessary arrangements and provisions as per guidelines by the University.
7. Submit Physical Report, Soft Copies of Photo, Printed Copies of Photo and Utilization certificate to DSD within 15 days after completion of the event.

A Model Schedule for the District Level Aavishkar

Time	Activity
09.00 AM to 10.00 AM	Registration
09.00 AM to 10.30 AM	Preparation for exhibiting a poster/model
10.00 AM to 10.30 AM	Meeting of Evaluators and Organizers
10.30 AM to 02.00 PM	Evaluation
12.30 PM to 03.00 PM	Lunch for participants and organizers
02.00 PM to 04.00 PM	Poster / Model Open for stakeholders
02.00 PM to 03.00 PM	Lunch for Examiners
03.00 PM to 04.00 PM	Preparation of Results
04.00 PM to 05.00 PM	Valedictory Function

4.3 Screening 3 (University Level) Competition for PG. Instructions for Arrangement:

1. Strictly follow the schedule of the program given below.
2. Inaugural function shall not be organized.
3. Issue Identity Card with Code to the Students after verifying current year Identity Card and Bonafide of the Student.
4. Distribute Discipline-specific evaluation sheets and Summary Sheet to the examiner.
5. Only participant will present Poster. However, Podium Presentation all participants, Teacher Co-ordinators, Student Co-ordinators, Mentors, Teachers and other Students shall be allowed. Hence, it is necessary to make arrangement for the Presentation.
6. Keep ready signed certificates as per Annexure D1, Report names of the winners and report of the Competition on same day of the program via email as per Annexure D2.
7. Submit Physical Report, Soft Copies of Photo, Printed Copies of Photo and Utilization certificate to DSD at the earliest.

However, for Podium Presentation all participants, Teacher Co-ordinators, Student Co-ordinators, Mentors, Teachers and other Students shall be allowed.

A Model Schedule for the University Level Aavishkar

Time	Activity
08.30 AM to 09.30 AM	Registration
08.30 AM to 10.00 AM	Preparation for exhibiting a poster/model
9.30 AM to 10.00 AM	Meeting of the Examiners
10.00 AM to 3.00 PM	Evaluation
12.30 PM to 03.00 PM	Lunch for participants and organizers
02.00 PM to 04.00 PM	Poster / Model Open for stakeholders
03.00 PM to 04.00 PM	Preparation of Results
04.00 PM to 05.00 PM	Valedictory Function

4.4 Screening 3: (University Level) Competition for UG and PPG Level. Instructions for Arrangement:

1. Strictly follow the schedule of the program given below. Registration should start at 8.30 a.m. sharp and Evaluation should start at 11 a.m. sharp to avoid delay in the program.
2. Inaugural function shall not be organized.
3. Issue Identity Card with Code to the Students after verifying current year Identity Card and Bonafide of the Student.
4. Distribute Discipline-specific evaluation sheets and Summary Sheet to the examiner.
5. Only participant will present Poster. However, Podium Presentation all participants, Teacher Co-ordinators, Student Co-ordinators, Mentors, Teachers and other Students shall be allowed. Hence, it is necessary to make arrangement for the Presentation.
6. Keep ready duly signed certificates as per Annexure D1, Report names of the winners and report of the Competition on same day of the program via email as per Annexure D3, and Appreciation Letter to Examiner as per Annexure D4.
7. Submit Physical Report, Soft Copies of Photo, Printed Copies of Photo and Utilization certificate to DSD at the earliest.

A Model Schedule for the University Level Aavishkar For UG and PPG Levels

Time	Activity
09.00 AM to 10.00 AM	Registration
10.00 AM to 11.00 AM	Preparation for exhibiting a poster/model
10.15 AM to 10.45 AM	Meeting of the Examiners
11.00 AM to 02.00 PM	Evaluation
12.30 PM to 03.00 PM	Lunch for participants and organizers
02.00 PM to 04.00 PM	Poster / Model Open for stakeholders
02.00 PM to 03.00 PM	Lunch for Examiners
03.00 PM to 04.00 PM	Preparation of Results
04.00 PM to 05.00 PM	Valedictory Function

4.5 Special Training for participating in State Aavishkar and Anveshan Competition

The Department of Student Development at the University is responsible for coordinating a week-long, intensive Training Program for aspirants who have successfully passed Screening 3 and are competing at the state and national levels. This program will be enriched by the expertise of distinguished scholars, each a Ph.D. holder with at least ten years of specific area research experience, who will offer dedicated mentorship to polish the participants' ideas and their presentational skill. The DSD will provide necessary financial support the participants including travel, accommodation, food etc.

State Level Participation: Tailored sessions will be conducted for each discipline, enabling participants to have direct, one-on-one consultations with experts, in line with the state competition's protocols and aspirations.

National and International Anveshan Participation: For those aiming higher at the national and international Anveshan competitions, the program will similarly provide discipline-aligned sessions that promote individualized interactions with experts, adhering to the elevated standards and ambitions of these prestigious contests.

4.6 Tentative Yearly Schedule of Aavishkar and Anveshan

The entire activity shall be organized throughout the year as per **Annexure E**, which at the end of this document.

5. Instructions about Anveshan Competition of AIU

The National Level Anveshan Competition, initiated by the Association of Indian Universities (AIU), New Delhi is a distinguished event that has been nurturing research and innovation among university students since its inception in 2008. It provides a collaborative platform for students globally, leveraging a vast network of over 1,000 Indian universities. Anveshan is celebrated for its role in promoting interdisciplinary research and offering students the opportunity to gain recognition and engage in potential international collaborations.

The Projects are invited in six Categories/areas –

- i) Agriculture,
- ii) Basic Sciences,
- iii) Engineering & Technology,
- iv) Health Sciences and Allied Subjects, Pharmacy, Nutrition, etc.
- v) Social Sciences, Humanities, Commerce and Law,
- vi) Interdisciplinary Research.

The university will choose six projects from the University Level Competition or State Level Competition to participate in the West Zone based on the project idea and expectation of the Anveshan. West Zone Student Research Convention is organized every year for all Universities in the West Zone of India by AIU. Shivaji University deputed SIX research projects to Anveshan: West Zone Student as per the guidelines of AIU. The students whose research projects secured first, second and third rank at West Zone shall be allowed to present the same research project at **International Student Research Convention**.

5.1 Instructions for Anveshan Participations:

1. It is compulsory for the selected students to participate in a week long Special Training on the university campus before taking part in the competition. Otherwise, his participation in Anveshan is cancelled with disciplinary action by the Board of Students Development. Such Training is mandatory at West Zone Level and International Student Research Convention Level too.
2. In each project, a maximum of three students and one mentor can participate in the West Zone. The mentor and expert guide professor can form a team of three students in consultation with the Principal Investigator. Age limit of the student is 30 years and any student from UG to Ph.D. program can participate in the same.
3. The poster dimensions should be 1 meter by 1 meter, and it must not contain any identification marks such as the student/presenter's name, affiliating institutions, or supervisor/mentor names. Additionally, the poster should clearly mention the problem statement, objectives, methodology employed, and a brief summary of major findings.
4. In case of a Group project, only four members (the principal investigator and three major contributors) are allowed to participate in the zonal/ International convention. But, only one member will be allowed for presentation. The Group is to inform in advance about the Lead Presenter.
5. Entry Fee - Rs. 500/- (per student). The entry fee for zonal level competition in the form of RTGS/ NEFT/ Online to Host University and the Registration form should be

sent to the coordinator of the Organizing University under intimation to AIU. This fee will be paid by DSD. There is no registration fee for International Student Research Convention.

6. The projects will be presented in two rounds. Initially, every research project shall be presented in the form of Poster and/or Model. The time for Poster and/or Model Presentation shall be 3 minutes followed by the discussion with Judges of not more than 3 minutes. If selected in the first round, the project will be allowed for podium and oral presentation before the panel of Judges in the second round.
7. The selected research projects shall be presented in the form of Podium Presentation. Each research project shall be presented in a maximum of 7 minutes. A warning bell shall be given in the 6th minutes. The participant has to finish the presentation in the given time. In case, if the time is exceeded, the research project shall be disqualified. However, 15 seconds grace period shall be allowed. The presentation shall be followed by the discussion with the Judges, not exceeding more than 3 minutes.
8. All these rules shall be strictly adhered to by the students failing which the participant shall be disqualified and debar from participation in the Convention Unless extraordinary circumstance so warrants the results of the competitions will be declared in the last day of the Convention preferably in the valediction.
9. Winners in the **International Student Research Convention** will be awarded Cash Prizes along with Certificates and Mementos. The amount of Cash Prize for first position holders is Rs 75,000, second Position Rs. 50,000 and third position Rs 25,000. One best project will be selected across all the Five categories which will be awarded a Gold Medal along with the cash Prize and certificate.
10. The decision of judges will be final and binding on all participants. In case of any dispute relating to selection and assessment of Projects the appellate authority is the Secretary General, AIU.

6. Annexures

Annexure A

The poster should be designed to ensure high visibility. It should employ a font size that is easily readable from a reasonable distance. Additionally, it should include diagrams and figures that are clear and well-defined. The graphical representation of outcomes should be organized in systematic columns for coherent presentation and quick comprehension. No identity of the student, institute, or any affiliation shall be revealed. Any such disclosure will lead to disqualification. Sample if given below

Aavishkar Competition District / University Level	
Discipline :	Level (UG/PG/PPG):
Title of the Project:	

Strictly Length: 1 meter X 1 meter

Workshop Certificate



Shivaji University, Kolhapur
Department of Student's Development
and

College
Logo

(organizing college name)

jointly organized

One Day Workshop on Avishkar Research Competition 2025-26

Certificate

This is to Certify that, Dr. / Prof
of has actively
participated in "One Day Workshop on Avishkar Research Competition" organized by
Department of Student's Development, Shivaji University Kolhapur in collaboration
with the (organizing college name) on

Workshop Coordinator

Principal

Director, Students' Development
Shivaji University, Kolhapur

Shivaji University, Kolhapur
District Level Aavishkar Workshop Report

District:

Name of Host Institute / College with Address / email	
Date of the Workshop	
Name of the Principal/Director/Head with Mobile No.	
Name of the Teacher Co-ordinator with Contact Number and Email	
Name of District Coordinator participated	
Number of College Participated	
Number of Coordinator / Student participated	
Inaugural Ceremony	
Name of the Chief Guest with Designation	
Name of the President with Designation	
Resource Persons	
1.	6.
2.	7.
3.	8.
4.	9.
5.	10.
Valedictory Ceremony	
Name of the Chief Guest with Designation	
Name of the President with Designation	

District Coordinator

College Coordinator

Principal / Director

(Seal of the Host College/Institute/Department)

Note: Attach list of participants xerox copy.



Shivaji University, Kolhapur
Department of Students' Development
and

College
Logo

(organizing college name)

jointly organized

Sangli District Avishkar Research Competition 2025-26

Certificate

This is to Certify that Mr. / Miss.
of has participated in
the Sangli District Avishkar Research Competition 2025-26 **and secured**
rank at UG level indiscipline organized by the Department of
Student's Development, Shivaji University, Kolhapur in collaboration with
(organizing college name) on

Avishkar Coordinator

Principal

Director,
Department of Students' Development

Annexure C2

(Appreciation Letter for the Examiner to be printed on Letter Head)

Appreciation Letter

We sincerely appreciate Dr. / Prof.
for sharing valuable time and expertise as an Examiner in evaluating
..... discipline research proposals during the District Level
Aavishkar Competition held on . Thank you once again for your active
involvement in the District Level Aavishkar Competition. We look forward to your
continued support in future academic endeavors.

Sincerely,

Principal / Director

Shivaji University, Kolhapur**District UG Level Aavishkar Competition (Screening 2) Report****District:**

Name of Host Institute / College with Address / email	
Date of the Competition	
Name of the Principal/Director/Head with Contact No.	
Name of the Teacher Co-ordinator with Contact Number and Email	
Prize Distribution Ceremony	
Name of the Chief Guest with Designation	
Name of the President with Designation	
Name of District Coordinator participated	
Remark (if any)	

District Coordinator

College Coordinator

Principal / Director

Annexure C4

Shivaji University, Kolhapur**District Level Aavishkar Competition (Screening 2) Report****Details of Participation for District:**

Sr.	Category	No. of Research Projects Participated			Total
		UG	PG	PPG	
1	Humanities, Languages and Fine Arts				
2	Commerce, Management and Law				
3	Pure Sciences				
4	Agriculture and Animal Husbandry				
5	Engineering and Technology				
6	Medicine and Pharmacy				
Total					

District Coordinator**College Coordinator****Principal / Director**

(Seal of the Host College/Institute/Department)

Attach Soft Copies of Photographs (Some of Geotagged)



Shivaji University, Kolhapur
Department of Student's Development
and
Department of -----, Shivaji University, Kolhapur
jointly organized
University Avishkar Research Competition 2025-26
Certificate

This is to Certify that Mr. / Miss.
of has participated in
the Sangli District Avishkar Research Competition 2025-26 and secured Rank at
UG / PG / PPG level indiscipline organized by
the Department of Students' Development, Shivaji University, Kolhapur in collaboration
with Department of _____ Shivaji University, Kolhapur on

Coordinator

Director,
Department of Students' Development

Pro-Vice Chancellor

Annexure D2

Shivaji University, Kolhapur
University PG Level Aavishkar Competition (Screening 3) Report

Name of Host Department with Address / email	
Date of the Competition	
Name of the Head with Mobile No.	
Name of the Teacher Co-ordinator with Contact Number and Email	
Prize Distribution Ceremony	
Name of the Chief Guest with Designation	
Name of the President with Designation	
Name of District Coordinator participated	
Participated Projects	
Discipline	Participated Number
Humanities, Languages and Fine Arts	
Commerce, Management and Law	
Pure Sciences	
Agriculture and Animal Husbandry	
Engineering and Technology	
Medicine and Pharmacy	
Total	

Coordinator

Head / Director

(Seal of the Department)

Attach Soft Copies of Photographs (Some of Geotagged)

Shivaji University, Kolhapur**University UG-PPG Level Aavishkar Competition (Screening 3) Report**

Name of Host Department with Address / email	
Date of the Competition	
Name of the Head with Mobile No.	
Name of the Teacher Co-ordinator with Contact Number and Email	
Prize Distribution Ceremony	
Name of the Chief Guest with Designation	
Name of the President with Designation	
Name of District Coordinator participated	

Participated Projects

Sr. No.	Discipline	Participated Number	
		UG	PPG
1	Humanities, Languages and Fine Arts		
2	Commerce, Management and Law		
3	Pure Sciences		
4	Agriculture and Animal Husbandry		
5	Engineering and Technology		
6	Medicine and Pharmacy		
	Total		

Head / Director**Director, Students' Development**

(Seal of the Department)

Attach Soft Copies of Photographs (Some of Geotagged)

Annexure D4

(Appreciation Letter for the Examiner to be printed on Letter Head)

Appreciation Letter

We sincerely appreciate Dr. / Prof.
for sharing valuable time and expertise as an Examiner in evaluating
..... discipline research proposals during the **University**
Level Aavishkar Competition held on _____. Q ` Thank you once again for
your active involvement in the University Level Aavishkar Competition. We look
forward to your continued support in future academic endeavors.

Sincerely,

Aavishkar Coordinator

Director /Head of the Department

Annexure E**The Tentative Schedule of Aavishkar Activities and Responsible Roles**

Sr. No.	Activity	Tentative dates/ deadline	Responsible Roles*
1	Monitoring the Aavishkar Portal	July to March	Aavishkar Portal Administrator
2	AAC meeting	Last week of July	AC
3	Awareness workshops at District Level	Last week of July	DSD
4	Letter to the Principals/Heads informing them ○ To appoint the IAC, ○ To form the IAEC, and ○ To display the flyer of Aavishkar along with the name of the IAC	First week of Aug	AC
5	○ Appointment of the IAC ○ Formation of the IAEC ○ Displaying the flyer of Aavishkar along with the name of the IAC	Second week of Aug	Principals /Heads
6	Online submission of the details of the IAC and the IAEC on the Aavishkar Portal	Second week of Aug	IAC
7	Notice for the meeting of IACs and IAEC Member	Third week of Aug	AC
8	Online meetings and training of IACs and IAEC Members Chairperson: Hon'ble PVC ○ District-wise three meetings and one for the university campus	Fourth week of Aug	AC and ACCs
9	To receive offline applications from the eligible students/teachers.	Fourth week of Aug to third week of Sept	IAC
10	To invite applications from colleges to	First week of	AC

	host District Level Aavishkar	Sept	
11	To invite applications from college/university teachers for working as evaluators for Levels 2 to 4 shortlisting	First week of Sept	AC
12	To organize the Institution Level Aavishkar (Level 1 shortlisting)	First week of Oct	IAC and IAEC
13	To complete the online institutional registration of the shortlisted participants on Aavishkar Portal	Fourth week of Oct (Deadline: Oct 31)	IAC
14	To finalize and appoint the evaluators for the District and University Level Aavishkar	Third week of Nov	AC and ACCs
15	To organize the District Level Aavishkar (Screening 2)	First week of Dec	Host colleges
16	To organize the University level Aavishkar (Screening 3) Two-day Program Day 1: PG Day 2: UG and PPG	Second week of Dec	Organizing Committee for University level Aavishkar DSD office (For TA/DA, attendance certificate and related admin)
17	Screening 4	Second week of Dec	Organizing Committee for Training Program DSD office (For TA/DA, attendance certificate and related admin)
18	To organize of the Training Program	Third week of Dec	Organizing Committee for Training Program

			DSD office (For TA/DA, attendance certificate and related admin)
19	To complete the online registration Process for the State Level Aavishkar (On the last day of the Training Program.)	Third week of Dec	Organizing Committee for Training Program and DSD office
20	To arrange measurements for blazers (On the last day of the training program.)	Third week of Dec	DSD office
21	To arrange - Travel of the Aavishkar Team for participating in the State Level Aavishkar - DA during travel - University Flags - Payments of Pro-rata/fees, and - Other necessary documents and approvals	Third week of Dec	DSD office
22	To arrange of the payments of evaluators and experts	Fourth week of Dec	DSD office
23	To arrange appointment of the Team Managers for Aavishkar and Anveshan	Jan	AC
24	Participation in State Level Aavishkar	Jan	Team Managers
25	Felicitation of the winners at the State Level Aavishkar at the hands of Hon'ble VC	Jan	Team Managers
26	To shortlist participants for Anveshan	Jan	AC and ACCs
27	To arrange - Travel of the Anveshan Team for participating in the State Level Aavishkar - DA during travel - University Flags - Payment of Pro-rata/fees, and - Other necessary documents and	Jan/Feb	DSD office

	approvals		
28	Participation in Anveshan	Jan/Feb	Team Managers
29	Felicitation of the winners of Anveshan at the hands of Hon VC	Jan/Feb	Team Managers
30	Administration of fellowships to the winners of Aavishkar/Anveshan	Jan/Feb	DSD office
31	Financial Administration and other necessary matters	Throughout the year	DSD office
32	Preparation of the annual report of Aavishkar and Anveshan activities	April	AC and ACCs

*The responsible roles will perform the activities by seeking the administrative approvals whenever necessary.