






# RAAK

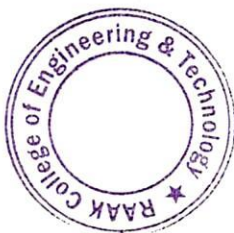
## COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi, Affiliated to Pondicherry University)  
(A Unit of Farouk Educational Trust)

### ALUMNI POLICY

POLICY NO.	ISSUE/REVISION NO.	DATE OF REVISION	NEXT REVISION
RAAKCET/IQAC/POLICY/004	01/01	10/05/2022	2025

PREPARED BY	VERIFIED BY	APPROVED BY
		
ADMINISTRATIVE OFFICER	IQAC COORDINATOR	PRINCIPAL



**Dr. S. SEENUVASAMURTHI, M.E., Ph.D.**  
PRINCIPAL

RAAK College of Engineering & Technology  
No.1, Muthupillai Palayam Road,  
Sulthanpet Post,  
Puducherry - 605 110

 No.1, Muthupillai Palayam Road, G.N. Palayam, Sulthanpet Post, Puducherry - 605 110.

 0413 - 266 7042  +91 99434 66786  
 +91 91591 19966

 raakengg@gmail.com  www.raakengg.edu.in



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An ISO 9001:2015 Certified Institution

### ALUMNI POLICY

#### 1. Purpose and Objectives

- **Purpose:** To foster a lifelong relationship between the college and its alumni, promoting mutual support and collaboration.
- **Objectives:**
  - Strengthen the bond between the alumni and the institution.
  - Facilitate networking and professional development opportunities.
  - Support the college's mission through alumni engagement and contributions.
  - Promote the achievements of alumni and the institution.

#### 2. Membership

- **Eligibility:** All graduates of the college automatically become members of the alumni association.
- **Categories of Membership:**
  - Regular Members: Graduates of the college.
  - Honorary Members: Distinguished individuals nominated by the association.
- **Membership Fees:** Any fees associated with membership should be nominal and aimed at covering administrative costs.

#### 3. Governance

- **Executive Committee:** The association will be governed by an executive committee elected by the members.
  - Positions: President, Vice-President, Secretary, Treasurer, and other roles as deemed necessary.
  - Term: Committee members will serve for a period of two years.
- **Elections:** Elections will be held every two years, and the process will be transparent and democratic.







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#### 4. Meetings

- **Annual General Meeting (AGM):** An AGM will be held once a year to review the activities, present financial statements, and elect new committee members.
- **Regular Meetings:** The executive committee will meet quarterly to plan and review activities.
- **Special Meetings:** Additional meetings may be called as needed.

#### 5. Activities and Programs

- **Reunions and Networking Events:** Organize annual reunions and networking events to foster relationships among alumni.
- **Professional Development:** Offer workshops, seminars, and webinars for alumni career growth.
- **Mentorship Programs:** Establish mentorship programs connecting current students with alumni.
- **Community Service:** Encourage alumni to participate in community service and outreach programs.

#### 6. Communication

- **Newsletter:** Publish a quarterly newsletter to update alumni on news, events, and achievements.
- **Social Media:** Maintain active social media channels to engage with alumni and share information.
- **Website:** Develop and maintain a dedicated alumni association website.

#### 7. Financial Management

- **Funding Sources:** Membership fees, donations, sponsorships, and fundraising events.
- **Budgeting:** The executive committee will prepare an annual budget to outline the allocation of funds.
- **Financial Reports:** Present financial statements at the AGM for transparency and accountability.





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### 8. Recognition and Awards

- **Alumni Awards:** Establish awards to recognize outstanding achievements and contributions of alumni.
- **Student Scholarships:** Provide scholarships and financial aid to deserving students through alumni contributions.

