



Sunbeam Women's College Varuna

(Affiliated to M.G. Kashi Vidyapith, Varanasi)

904/1, Central Jail Road, Sikraul, Varanasi-221002

www.sunbeamwcv.com

email : info@sunbeamwcv.com

EXTENSION POLICY

1.	Administrative Policy Number (APN): 01/Ext. P/2018-19	Functional Area: Extension and Outreach activities
2.	Brief Description of the Policy:	Purpose: The holistic growth of learners to cultivate ethical principles and human attributes Audience: Students.
3.	Policy Applies to:	All Students of the college
4.	Effective from the Date:	August 2018
5.	Approved by:	Local Managing Committee (LMC)
6.	Responsible Authority	Head of Extension Committee
7.	Superseding Authority	Principal
8.	Last Reviewed/ Updated:	New policy
9.	Reason for the policy	To develop moral values and Human qualities
10.	References for the policy	UGC/ NAAC/ University/ RUSA, etc

Preamble

Education is useless if it ignores social responsibilities. The traditional duties of universities worldwide are teaching, research, and extension. The third dimension is still mostly unstructured and low key, whereas the previous two are more or less well defined and are always being discussed and improved. Any effort to share the university's teaching and research expertise with the public is referred to as an extension activity. A dedicated Extension Committee at Sunbeam Women's College Varuna organizes frequent community engagement initiatives. This policy paper discusses social responsibility, which is a crucial component of student education in addition to academic skills.

Objectives:

1. To sensitize the students towards social issues
2. Develop among themselves a sense of social and civic responsibility
3. To stimulate self-reliance and self development in local communities
4. To develop life skills, entrepreneurial skill, career orientation and job orientation among the students





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5. To integrate community outreach activity in the curricula as extended opportunities, intended to help, serve, reflect and learn.
6. Identify the needs and problems of the community and involve them in problem solving
7. Develop competence required for group-living and sharing of responsibilities
8. Gain skills in mobilising community participation
9. Practise national integration and social harmony
10. To create a human resource of organized, trained and motivated youth to provide leadership in all walks of life and always available for the service of the nation.
11. To enhance student employability skills

Definition

- **Extension**

The Term Extension means the utilisation of resource such as knowledge skill, etc. For the development and creating awareness in the community as well as students around the college premises

- **Multi -Dimensional**

Overall growth and positive progression of community and other stakeholder through overbearing presence of institution through its extension programs

Process

The college has constituted various committees, cells, has tied-up with NGOs to smoothly carry out extension service activities. NSS, NCC, CSR are the bodies which conduct various extension activities in collaboration with affiliated units and agencies. The proper documentation is compiled in the prescribed formats by the committees, cells, Departments thoroughly session wise every year.

Feedback-form: Feedback is collected by the beneficiary after the event, performance, other activities to collect their opinions and suggestions.

Below is the feedback format collected under the Head of Extension Committee.





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Extension Committee Feedback

कार्यक्रम का नाम:.....

स्थान:..... दिनांक :.....

1. क्या आप इस कार्यक्रम से संतुष्ट हैं ?
हां नहीं
2. क्या यह कार्यक्रम आपको जागरूक करने में सक्षम है ?
हां नहीं
3. क्या आप इसके द्वारा दिए गए संदेश को अपनाएंगे ?
हां नहीं
4. क्या कार्यक्रम के उद्देश्य को आप और लोगों तक पहुंचाएंगे ?
हां नहीं
5. क्या यह कार्यक्रम आपके लिए प्रेरणा का स्रोत बना है ?
हां नहीं
6. क्या इस तरह के कार्यक्रम और भी होने चाहिए ?
हां नहीं
7. क्या यह कार्यक्रम वर्तमान सामाजिक मुद्दों पर आधारित है ?
हां नहीं
8. क्या आप इस कार्यक्रम में दिए गए सुझावों से संतुष्ट हैं ?
हां नहीं
9. क्या आप वक्ता द्वारा प्रस्तुत विषयवस्तु को पूरी तरह से ग्रहण कर पाए ?
हां नहीं
10. कोई सुझाव

हस्ताक्षर

Note: Any one or more document from the below mentioned list must be produced as the proof of activity:

- ✓ Notice & Letters
- ✓ Report
- ✓ Student list of participation
- ✓ Photos
- ✓ News clip with details
- ✓ Certificate
- ✓ Feedback analysis
- ✓ Any other

