# Guidelines to Start and Function a Student Chapter of ASI

**Guidelines:**

A. The annual membership fee per student will be INR 500 inclusive of GST @ 18%.

B. The Student Chapter should have at least one regular faculty member as a member of ASI (either annual member or life member) as Single Point Of Contact **(SPOC)** to interact between ASI and Student Chapter. Institution/College that is already an Institutional Life Member of ASI can nominate one faculty member to be the SPOC. All communication between ASI and Student Chapter should be through that faculty member only.

C. Continuation of the Student Chapter is subject to every year. To function, the student chapter should maintain minimum 40 paid Student Members and at least one paid SPOC; in case of Institutional Life Member of ASI the nominate SPOC.

D. The student chapter should have a student as - President, Vice President, Secretary, Joint Secretary, Treasurer and Executive Committee Members (4 to 6 members). Further, the SPOC should be the adviser of this student-chapter-committee of ASI (SCC-ASI).

E. The entire membership fees collected should be given to ASI, as all financial related matters should be handled through ASI's current account in SBI-IIMB Campus.

F. Every Student Chapter of ASI will be given 25% of the student-membership fees paid to ASI, as SEED money for the student-Chapter's operation.

G. Every Student Chapter seeks financial support from ASI for any event organized through the Student Chapter after submitting the original vouchers for the seed money and any financial supportalready availed from ASI.

H. The maximum financial support limit is related to the student-membership-fees paid to ASI (which includes the seed money given to the student chapter), at that point in time. In addition, as a special consideration depending upon the request-type from the Student Chapter, the maximum financial support limit can be increased by the Council of ASI.

I. The complete Student Members details should be provided in excel format with a column for each of the attributes of the Student Member viz. Name of the Student, Year of the Study, Branch of theStudy, Email address, Mobile number.

J. The ASI, periodically send all the communication ONLY through email to all the members (not bypost).

K. Finally, the parent Institute and Student Chapter of ASI should motivate students and faculty to become a member of ASI.

**Key Functions of ASI with Student Chapter:**

❖ ASI will coordinate the student chapter to bridge the gap between academia and industry to develop students for analytics career.

❖ ASI will support the Student Chapter for organizing any of their activity under the Student Chapter's name, by helping in providing Resource Persons or any other feasible activities.

❖ ASI will communicate through email all the details related to various events such as Regional Datathons/Hackathons, Masterclass, Webinars, Symposiums, Conferences and Workshops, being regularly organized by ASI.

❖ ASI will provide passes for selected ASI Programmes.

❖ ASI will provide Short and Long duration internships for deserving candidates (Online and Physical).

❖ ASI will facilitate instructors for analytics training at parent institute (Expenses bearable by the Institute).