

Date: 2 Mar 2019

## **Rules for opening ISSE Student Chapter in Engineering College**

Indian Society of Structural Engineers would like to have tie up with engineering college and will help to open a student chapter in the college for the benefit of Civil Engineering students. It will provide a platform for academic – professional interaction. College can send a request to ISSE HQ for opening such student chapter as per Draft1. Student membership will be valid till the completion of respective engineering course in the same college.

### **A) ISSE will provide the following facilities –**

- 1. Provide Student membership registration to Students and ISSE certificates.**
- 2. Provide one set of ISSE publications to Student chapter.**
- 3. Provide 2 copies of ISSE quarterly journal to Student chapter**
- 4. Provide one seminar or expert lectures or site visit per semester for civil engineering students at college campus.**
- 5. Access to ISSE website.**
- 6. Provide invitation to students for all ISSE functions.**
- 7. Provide discounts in fees to students for ISSE seminars**
- 8. Students can interact with experts from the profession during all ISSE functions and by sending e-mail.**
- 9. Students can upgrade their membership later to Junior Member category by paying the difference of fees.**

### **B) Expected response from college :**

- 1. At least 30 students should be registered to form a new student chapter of ISSE. From next year onwards, at least 20 new students per year should be added to the student chapter. Student member of ISSE will have to pay a nominal fees of Rs.1000/- for being a part of student chapter.**
- 2. College should provide seminar hall and facilities for conducting seminars / lectures for students in the college.**
- 3. Intimate ISSE regarding suitable seminar dates one month in advance.**
- 4. List of students with name, address, email, contact details to be provided to ISSE office every year for updating the records and issuing the certificates.**
- 5. Students / Teachers can contribute technical write up for ISSE Journal and website.**
- 6. College can share information on technical activities conducted by students which can be published in the technical Journal.**
- 7. College should nominate two professors and two students to co-ordinate with ISSE.**

+++++

Draft 1 on college letterhead

Date :

Ref:

To,

Indian Society of Structural Engineers HQ,

C/o S. G. Dharmadhikari, 24, Pandit Niwas

3<sup>rd</sup> Floor, S.K. Bole Road, Dadar West, Mumbai 400028

Subject : Request for formation of ISSE Student Chapter in our college.

Dear Sir,

1. We at Civil Engineering Department of ----- college are willing to form ISSE Student Chapter for the benefit of our students. There will be more than 30 students participating in this chapter. We accept all your terms and conditions for the Student chapter.

2. Completed application forms along with fees is enclosed with this letter.

3. We request you to kindly give your formal consent for the formation of ISSE Student Chapter at our college. Two professors from our department as per details given below will coordinate with ISSE.

Name	email	Telephone no.
------	-------	---------------

1.

2.

Thanking you.

Yours sincerely,

For Civil Engineering Department / HOD / Director

With stamp and signature

+++++

