



ANDHRA MAHILA SABHA
ARTS & SCIENCE COLLEGE FOR WOMEN
Autonomous - NAAC Re-Accredited), O.U. Campus, Hyderabad – 500 007



ALUMNI REGISTRATION CERTIFICATE



సంఘముల రిజిస్ట్రారు వారి కార్యాలయము
హైద్రాబాద్

OFFICE OF THE REGISTRAR OF SOCIETIES
HYDERABAD

Certificate of Registration

రిజిస్ట్రేషన్ ధృవపత్రము

(200 _____ లో _____ న నెంబరు)
[NO. 547 OF 200 4]

ఆంధ్రప్రదేశ్ సంఘముల రిజిస్ట్రేషన్ చట్టము 2001 క్రింద _____
నేడు రిజిస్ట్రారు అయినదని యిందు మూలముగా ధృవపరచడమైనది.

I hereby certify that THE ALUMNI ASSOCIATION OF ARTS & SCIENCE
COLLEGE FOR WOMEN ,ANDHRA MAHILA SABHA,Osmania University, Road,
Hyderabad.

is this day registered under the Andhra Pradesh (Society Registration Act, 2001.)

నా సంతకము, మొగారుతో _____ ప సంవత్సరం _____
మాసము _____ తేదిన మంజూరు చేయడమైనది.

Given under my hand and seal at Hyderabad this the _____ 25th
day of _____ March TWO THOUSAND AND Four.



OFFICE SEAL

V. Sankar
సంఘముల రిజిస్ట్రారు
REGISTRAR OF SOCIETIES
హైద్రాబాద్



K. J. R.
PRINCIPAL
PRINCIPAL
ANDHRA MAHILA SABHA
& Science College for Women
(Autonomous)
O. U. Campus, Hyderabad-500 007

6

Rules and Regulations of the Alumni Association of the Arts & Science College for Women, Andhra Mahila Sabha.

- I. **Name of the Society** shall be The Alumni Association of the Arts & Science College for women, Andhra Mahila Sabha.
- II. **Location of the Office:** Andhra Mahila Sabha College campus, O.U. Road, Hyderabad.
- III. **Member Ship:** The following are eligible to become members.
 - I. The old students of Andhra Mahila Sabha College and
 - II. The retired Principals and Lecturers of Andhra Mahila Sabha College All the members have the right to attend the General Body Meeting and cast their vote.
- IV. **Subscription :**
 - a) The membership fee shall be Rs. 100 P.A. for the Alumni in India \$25 for Alumni abroad.
 - b) The lifemembership fee shall be Rs. 1000/- (single payment) for Alumni in India U.S. \$ 250 (single payment) for alumni abroad.
- V. **Sources of Income :**
 - a) Membership fee
 - b) Donations, grants and gifts
 - c) Income from performances and benefit shows organized by the Association.
- VI. **Executive Committee :**

The Executive Committee shall have the following honorary office bearers and members.

 - A. **Five office bearers,**
 - a) President
 - b) Vice-President
 - c) Secretary
 - d) Joint Secretary
 - e) Treasurer
 - B. 2 members to be elected along with 5 office bearers. Principal of the college shall be the member ex Officio.

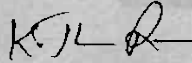
For the first year the promoters will be the members of the executive committee.

Term of Executive Committee: The term of the Executive Committee will be 3 years from the date of election. However the Executive Committee will continue in office until the new Executive Committee is elected.

Vacancy: In case of the vacancy of office bearers arising among the elected members due to resignation or other causes during the tenure, the Executive Committee shall have the power to fill such vacancies for the rest of the period.

Mode of Election: The Executive Committee - will finalise the programme of elections and appoint an election officer. The election shall be by Secret ballot. In case of two or more contesting members securing equal votes, the successful candidate shall be determined on the basis of the casting vote of the president.




PRINCIPAL
PRINCIPAL
ANDHRA MAHILA SABHA
Arts & Science College for Women
(Autonomous)
O. U. Campus, Hyderabad-500 007

Duties and powers of the Executive Committee:

1. To plan ways and means for the furtherance of the objectives Association and to adopt methods, implement them.
2. To delegate any of the powers to any office bearers or members except framing the bye-laws.
3. To make rules and bye-laws and to constitute sub committees for carrying out the programmes of the Association.
4. To add, repeal or amend any or the bye-laws of the association for the smooth and successful functioning of the Association.
5. To appoint, suspend or dismiss any employee of the association whenever deemed necessary.
6. To fix the date and place of the General Body meetings with agenda.
7. To present the Annual Report, Budget estimates and Audited statements of Accounts to the General Body.
8. To do anything and everything incidental to or connected with the carryings out of the aims and objects of the Association in a lawful way.

Powers and Functions of the Office bearers:

President:

- I. To preside over all the meetings of the Executive Committee and General Body.
- II. To supervise all the affairs of the Association.
- III. To cast the casting vote in case of a tie.

Vice-President:

The vice-president shall exercise all the powers and functions of the president, in his absence or under his written autorisation.

Function and powers of the Secretary:

1. To convene the E.C. and G.B. meetings as per bye-laws and maintain the minutes.
2. To present the Annual Report, Audited accounts and Annual Budget for approval to the General Body.
3. To correspond and sign on behalf of the Association.
4. To receive money on behalf of the Association, account for the money received and pay the bills Counter signed by the president.
5. To act as the custodian of the Records and Books of accounts of the Association and operate the Bank account jointly with the president.
6. To look after the day to day administration of the association as per the directions of the president and General Body.

Joint Secretary:

1. To assist the secretary in carrying out the work of the association.
2. To perform all duties of the secretary in her absence.
3. To perform all the duties that may be delegated from time to time to her.

Treasurer:

He is responsible for all financial transactions and funds of the society. He has to maintain accounts properly along with the vouchers and has to prepare the accounts of the society jointly with the secretary or president



K. J. R.

PRINCIPAL
PRINCIPAL

ARTS & SCIENCE COLLEGE FOR WOMEN
UNIVERSITY CAMPUS
NOIDA, U.P. 201301

of the Executive Committee:

- There shall be a meeting of the Executive committee once in 3 months.
2. A notice of not less than 5 days with the agenda specifying the place, date and time of the meetings shall be given to every member of the Executive Committee
3. An emergency meeting of the Executive Committee may be conducted on the directions of the president, to deal with matters of urgent nature. 24 hrs notice must be given to all the members.
4. On the written requisition of not less than 1/3rd of the members of the Executive Committee, the secretary shall convene a meetings in consultation with the president. Such meetings may be converted within 5 days of receiving requisition. 24 hrs notice to all the members must be given.

General Body Meetings:

- I The General Body meetings will be held once in a year not later than 30th June to adopt the annual Report – Audited statement of Account, to appoint auditors, to approve the Budget proposals and transact other Business required.

Election to the Executive Committee shall take place at such meeting if the term of the Executive Committee. expired by then. A 15 days notice with agenda, specifying the place and time of the meeting shall be given to all the members of the Association.

- II Extra Ordinary General meeting shall be converted by the Secretary on receiving a written requisition from 1/3rd of the members or 25 members which ever is less.

Such requisition must state the need for convening the Extraordinary meeting. The Secretary shall convene the meeting within 15 bays of receiving the requisition. 3 days notice must be given to all the members.

Quorum:

1. The quorum for the General Body meetings will be 1/3rd of the number of members or 30 members which ever is less.
2. The quorum for the Executive Committee meeting will be 1/3rd of the members or 3 whichever less.
3. No Quorum is required for an adjourned meeting.

Absence from meetings:

1. If a member or office bearer absents herself from three consecutive meetings of the Executive Committee without intimation., she shall cease to be a member of the Executive Committee.
2. The Executive Committee can condone such absence on the explanation of the members for valid reasons.

Amendment to the Constitution:

A special General Body of the association shall have the power to amend the constitution by a 2/3 majority of the members present and eligible to vote.

Winding up:

For any reason, if the Association is wound up, after the payment of all the debts and liabilities, if any property is left, it shall be transferred to such other society or Association having similar objects as the Alumni Association., to be determined by the E.C. of the Alumni Association.



K. J. L. R.

PRINCIPAL
PRINCIPAL

ARTS & SCIENCE COLLEGE FOR WOMEN
UNIVERSITY CAMPUS
Noida, PIN CODE: 201302
TEL: 011-26100077


**ALUMNI ASSOCIATION OF ARTS & SCIENCE COLLEGE FOR WOMEN
ANDHRA MAHILA SABHA, OSMANIA UNIVERSITY ROAD,
HYDERABAD - 500 007.**

Aims & Objectives

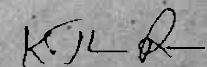
1. To maintain fraternity among the old students of Arts & Science College for Women, Andhra Mahila Sabha.
2. To provide Professional and Academic Guidance to the students of the college.
3. To provide Encouragement to the deserving students of the college by instituting Prizes, Gold medals and Scholarships.
4. To promote Telugu language and to encourage Literary pursuits of the students.
5. To promote Art and Culture.
6. To promote overall empowerment of women.
7. To publish a quarterly entitled "Andhra Mahila" to communicate the activities of the college and the Alumni Association.
8. To undertake any activity that fulfils the main objectives of the Association.

Programmes planned for April 2004 to June 2004

1. **Cultural Camp:** It is proposed to conduct a training programme for the present students of the college in Dance, Drama and Music. The duration of the training is 6 weeks and the training is proposed to be free of cost. This programme is taken up in collaboration with the N.S.S. Units of the Arts Science College for Women, Andhra Mahila Sabha.
2. Supply of stationery to the students of the college at Concessional rate in the month of June.


SECRETARY




PRINCIPAL
PRINCIPAL
ANDHRA MAHILA SABHA
Arts & Science College for Women
Osmania University
O. U. Campus, Hyderabad-500 007

BYE-LAWS

Rules and Regulations of the Alumni Association of the Arts & Science College for Women, Andhra Mahila Sabha.

- I. **Name of the Society** shall be The Alumni Association of the Arts & Science College for women, Andhra Mahila Sabha.
- II. **Location of the Office:** Andhra Mahila Sabha College campus, O.U. Road, Hyderabad.
- III. **Member Ship:** The following are eligible to become members.
- I. The old students of Andhra Mahila Sabha College and
 - II. The retired Principals and Lecturers of Andhra Mahila Sabha College All the members have the right to attend the General Body Meeting and cast their vote.

IV. **Subscription :**

- a) The membership fee shall be Rs. 100 P.A. for the Alumni in India \$25 for Alumni abroad.
- b) The lifemembership fee shall be Rs. 1000/- (single payment) for Alumni in India U.S. \$ 250 (single payment) for alumni abroad.

V. **Sources of Income :**

- a) Membership fee
- b) Donations, grants and gifts
- c) Income from performances and benefit shows organized by the Association.

VI. **Executive Committee :**

The Executive Committee shall have the following honorary office bearers and members.

A. **Five office bearers,**

- a) President
- b) Vice-President
- c) Secretary
- d) Joint Secretary
- e) Treasurer

B. 2 members to be elected along with 5 office bearers. Principal of the college shall be the member ex Officio.

For the first year the promoters will be the members of the executive committee.

Term of Executive Committee: The term of the Executive Committee will be 3 years from the date of election. However the Executive Committee will continue in office until the new Executive Committee is elected.

Vacancy: In case of the vacancy of office bearers arising among the elected members due to resignation or other causes during the tenure, the Executive Committee shall have the power to fill such vacancies for the rest of the period.

Mode of Election: The Executive Committee - will finalise the programme of elections and appoint an election officer. The election shall be by Secret ballot. In case of two or more contesting members securing equal votes, the successful candidate shall be determined on the basis of the casting vote of the president.



K. J. L. R.

PRINCIPAL
PRINCIPAL

ANDHRA MAHILA SABHA
Arts & Science College for Women
Hyderabad
O.U. Campus, Hyderabad-500 007

**ALUMNI ASSOCIATION OF ARTS & SCIENCE COLLEGE FOR WOMEN
ANDHRA MAHILA SABHA, OSMANIA UNIVERSITY ROAD,
HYDERABAD - 500 007.**

Aims & Objectives

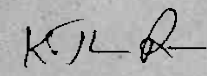
1. To maintain fraternity among the old students of Arts & Science College for Women, Andhra Mahila Sabha.
2. To provide Professional and Academic Guidance to the students of the college.
3. To provide Encouragement to the deserving students of the college by instituting Prizes, Gold medals and Scholarships.
4. To promote Telugu language and to encourage Literary pursuits of the students.
5. To promote Art and Culture.
6. To promote overall empowerment of women.
7. To publish a quarterly entitled "Andhra Mahila" to communicate the activities of the college and the Alumni Association.
8. To undertake any activity that fulfils the main objectives of the Association.

Programmes planned for April 2004 to June 2004

1. **Cultural Camp:** It is proposed to conduct a training programme for the present students of the college in Dance, Drama and Music. The duration of the training is 6 weeks and the training is proposed to be free of cost. This programme is taken up in collaboration with the N.S.S. Units of the Arts Science College for Women, Andhra Mahila Sabha.
2. Supply of stationery to the students of the college at Concessional rate in the month of June.


SECRETARY




PRINCIPAL
PRINCIPAL
ANDHRA MAHILA SABHA
Arts & Science College for Women
(Autonomous Unit)
O. U. Campus, Hyderabad-500 007