



Date 24.04.2024

NOTICE

Subject: Standard Operating Procedure (SOP) Awareness Meeting for SC/ST Students

Dear Students, Teachers, and Non-Teaching Staff,

Greetings!

In our endeavor to nurture an inclusive and supportive academic atmosphere, we are pleased to announce an awareness meeting regarding the Standard Operating Procedure (SOP) for SC/ST students at Ramjas College. This meeting aims to familiarize all stakeholders with the SOP's provisions and ensure effective implementation for the benefit of our SC/ST community.

Department wise as follows:

Date & Time:

April 25, 2024

Hindi: 11:00 AM

Sanskrit: 12:00 PM

English: 1:00 PM

April 26, 2024

Deptt. of Commerce: 11:00 AM

Deptt. of History & Political Science: 12:00 PM

All Science Departments including statistics and mathematics department

Students: 1:00 PM

Venue: Room number 9, SC/ST Cell, Ramjas College, University of Delhi.

Agenda:

1. Explanation of Admission Process Assistance
2. Introduction to Complaint Redressal Mechanism
3. Discussion on Continuous Monitoring and Evaluation

Your active participation in this meeting is crucial to ensure the effective implementation of the SOP and the welfare of our SC/ST students. Let us come together to create an environment where every student, teacher, and staff member feels valued and supported.

Thank you for your commitment to the betterment of our college community.

Warm regards,



Prof. (Dr.) Dhani Ram
Liaison Officer
Room number 9
Ramjas College
University of Delhi
Delhi - 110007
20 April, 2024



Office of the Liaison officer

SC/ ST cell , Room number 9

Ramjas College, University of Delhi

Subject: Standard Operating Procedure (SOP) for SC/ST Students at
Ramjas College

Dear students , teachers and Non- teaching Teaching staff

In line with our commitment to fostering an inclusive and supportive academic environment, we have developed the following Standard Operating Procedure (SOP) for SC/ST students at Ramjas College:

1. Admission Process: SC/ST students will receive guidance and assistance during the admission process to ensure their smooth transition into the college. Liaison officer and his team members will be available to address any queries or concerns regarding admission requirements, procedures, and deadlines.
2. Scholarship and Financial Aid: We provide information and assistance to SC/ST students regarding available scholarships, grants, and financial aid opportunities. Liaison officer through college administration will guide students through the application process and help them access financial support for their education.
3. Academic Support Services: SC/ST students will have access to academic support services, including tutoring, counseling, and mentoring, to enhance their learning experience and academic success. Liaison officer and members of SC,ST cell (all teachers) will connect students with appropriate resources and support networks to address their academic needs.
4. Cultural Sensitivity and Inclusivity: We promote cultural sensitivity and inclusivity within the college community, ensuring that SC/ST students feel respected, valued, and supported. Sc/ST cell , Liaison officer will facilitate cultural awareness workshops and events to foster understanding and appreciation of diverse backgrounds and perspectives.

5. Career Guidance and Placement Support: SC/ST students will receive career guidance and placement support to help them explore career options, develop professional skills, and secure employment opportunities. Liaison officer and all faculty members will collaborate with career services offices and employers to facilitate internships, job placements, and networking opportunities for students.

6. Complaint Redressal Mechanism: We have established a transparent and accessible complaint redressal mechanism for SC/ST students to report any grievances or instances of discrimination in room number 9 , Ramjas College . Liaison officer and his team will ensure prompt investigation and resolution of complaints, working closely with college authorities and relevant stakeholders to uphold students' rights and dignity.

7. Continuous Monitoring and Evaluation: We will continuously monitor and evaluate the effectiveness of this SOP in meeting the needs of SC/ST students and teachers promoting their academic and personal development. Liaison officer and all faculty members will solicit feedback from students, faculty, and staff to identify areas for improvement and implement necessary revisions to enhance the support system.

We are committed to creating an inclusive and equitable learning environment where all students , teachers and non- teaching staff have the opportunity to thrive and succeed.

Thank you for your dedication to supporting SC/ST students , teachers , ant Non - teaching staff at Ramjas College, university of Delhi

Sincerely,



Prof. (Dr.) Dhani Ram
Liaison Officer
Room number 9
Ramjas College
University of Delhi
Delhi -110007.