

Student Chapter Formation Guidelines

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General Guidelines for Starting A Student Chapter

1. In line with the goals and objectives of EWB-India, it is anticipated that EWB-India affiliated Student Chapters will be formed through local initiatives by students in any recognized engineering/professional educational institution in the country to carry out and further EWB-India's mission.
2. Student Chapters will take up projects of social value and activities and events to promote professional and technical development of its members. These can also be taken up in collaboration with professional bodies, educational and research institutions, like-minded NGOs, industry and government agencies. Project Based Learning promoted by EWB – India in its Student Chapters, with focus towards projects to improve the quality of life for the weaker sections of society, enables students to develop the skills required for future and for success in their profession. These include innovation, design thinking, problem solving and leadership.
3. It will be incumbent on all Student Chapters affiliated to EWB-India to have a senior faculty member as their Faculty Advisor. The Faculty Advisor will guide the chapter's activities and projects and serve as the local mentor.
4. A group of engineering/professional students belonging to an educational Institution interested in starting a chapter are invited to fill out the Application Form to form a Chapter. Application form follows below. You are advised to form a core group of interested members (15 or more) and their individual membership application (see membership on website www.ewb-india.org) to be enclosed with Chapter application. If some students were members already, please indicate their names along with this application. If possible, indicate the nature of work or projects you may be interested to undertake, relevant to EWB-India's mission.
5. No chapter bearing the name "EWB-India Student Chapter – (name of institution)" may be started without going through the process indicated in (3) above and obtaining the formal consent from EWB-India.

6. Faculty Advisor - Roles and Responsibilities for EWB-India Student Chapters

EWB-India Board appreciates the willingness and interest of each Student chapter's faculty advisor to accept the responsibility to guide the activities and development of the chapter. Faculty Advisor's role is critical in mentoring the students of the Chapter to ensure that the chapter adheres to the high standard of ethical values which Engineers Without Borders India embodies.

Each student chapter board asks a member of their College's faculty to serve as faculty advisor for the student chapter. The faculty advisor should be accessible as and when needed and be able to oversee the chapter's activities.

The Advisor interfaces with College administration for any support and guide students towards undertaking in relevant Research and Development or Implementation of Social projects in local community.

APPLICATION FOR STARTING A STUDENT CHAPTER OF “ENGINEERS WITHOUT BORDERS – INDIA”

1. Name of the Institution: _____
 Address: _____

 City: _____ Pin Code: _____ State _____
 Phone: _____
 Website: _____

2. Affiliation of the Institution (if not an independent degree granting institution): _____

3. Name of the Principal/Director: _____
 Phone: _____
 Mobile: _____
 e-mail: _____

4. Name of the Faculty Advisor: _____
 Designation: _____
 Phone: _____
 Mobile: _____
 e-mail: _____

5. Name of the Student group Contact Person: _____
 Phone: _____
 Mobile: _____
 e-mail: _____

6. Names and specialization of the students wanting to form a chapter (attach a separate sheet – A). The names should be duly certified by the faculty advisor as being the students of the college along with the individual application of each student. Please see membership on the website www.ewb-india.org (In case any of the student application has already been sent earlier, then please indicate accordingly).

Please state briefly your motivation in starting a “**EWB-India Student Chapter**” and the type of projects or activities you may be interested to undertake in line with EWB-India’s mission and goals (Attach a separate sheet-B).

Roles & Responsibilities of the proposed Chapter and EWB-India.

i. **BACKGROUND.** EWB-India is a nonprofit Charitable Organization, registered at Hyderabad, A.P., established for the purpose of facilitating voluntary service by engineers and non-engineers for the benefit of backward rural and urban populations and protection of the environment and natural resources.

ii. **CHAPTER ROLE AND RESPONSIBILITIES.** In consideration of the opportunities provided by EWB-India to the Chapter, the Officers of the Chapter agree and covenant:

(a) **Chapter Leadership and Management** will be provided by a team of elected office bearers, comprised of President, Vice-President (optional), Secretary, and Treasurer. **The minimum number of student members for starting a student chapter would be 15.** The elected office bearers will have a term of one year. Every year formal elections should be conducted to choose all the office bearers.

(b) It is expected from the Faculty Advisor to guide the chapter’s activities and projects.

(c) **The Chapter** will embody the principles and ethics of EWB-India and will abide by and conduct its activities consistent with guidelines and rules established by EWB-India from time to time.

(d) **The Chapter** may submit proposed projects for EWB-India's review and consideration by EWB-India's Technical Assessment Committee (TAC). A project application form (PAF) will be provided for this purpose.

(e) **Members of the Chapter** may work with EWB-India on field projects identified and mutually agreed upon.

(f) **The Chapter** will be financially self-sufficient for all administrative activities and will engage in appropriate fundraising activities on its own. **The Chapter will submit to EWB-India’s Board of Directors quarterly reports of its activities and associated financials.**

(g) The chapter should meet at least twice in a year and **preferably four times in a year**. All meetings should be properly documented and attendance of members attending should be noted. **The** meeting should preferably be conducted in the presence of the Faculty Advisor. The chapter can also invite a representative of EWB – India, if necessary. EWB – India also reserves its right to send its representative for the meeting. EWB – India can also call for a Chapter Meet to review and monitor the activities.

iii. **EWB-INDIA'S ROLE AND RESPONSIBILITIES:**

- (a) EWB-India will guide and assist the Chapter in its management and implementation of its mission.
- (b) EWB-India will review project plans/reports submitted by the chapter and determine whether such projects are suitable for implementation and in accordance with EWB-India's mission.
- (c) EWB-India will provide internship opportunities to members of the chapter as opportunities arise. EWB intends to develop an internship program and will work with the chapter to create such opportunities.
- (d) EWB-India will, if required, provide technical advice and guidance for final project design and implementation in the field. Specific terms and conditions for such advice and guidance would be stated and agreed upon for each individual project, as per the specifics of the project and guidance sought. EWB-India may also charge such projects, a fee that it would use to meet its administrative expenses.

iv. **IDENTIFICATION OF PROJECTS.** Projects may be initially identified by the Chapter or by EWB-India. All new projects must undergo a formal assessment and approval process as outlined by EWB policies to be developed from time to time.

v. **FUNDING OF PROJECTS.** Each chapter participating in a project is primarily responsible for raising funds for its activities and projects on its own. Wherever possible, EWB-India may, at the chapter's request, assist in fundraising by providing testimonials and endorsements and also leads to contact corporate houses at National & International levels for support.

vi. GENERAL PROVISIONS

The chapter will become effective on the date the application is approved by EWB-India. The chapter will continue as long as the requisite numbers of students remain members and support from faculty advisor & head of the Institution continues.

This is to certify that we have gone through the roles and responsibilities of the proposed chapter and agree to the same and request the formation of the chapter.

President - Student Chapter

By: Signature _____

Name: _____

Phone: _____ Mobile: _____

Email: _____

Date: _____

Faculty Advisor - Student Chapter

By: Signature _____

Name: _____

Phone: _____ Mobile: _____

Email: _____

Date: _____

PRINCIPAL/DIRECTOR OF THE COLLEGE

By: Signature
PRINCIPAL / DIRECTOR OF THE COLLEGE

By: Signature _____

Name: _____

Phone: _____ Mobile: _____

Email: _____

Date: _____

Send Application with all enclosures to the address given below. If individual applications are being enclosed, then necessary amount towards the membership fees as per details in the individual application should also be enclosed. When the application is sent gives us the details by sending an email to ewbindia@ewb-india.org

Engineers Without Borders
8-2-249 to 267, Mount Pleasant ,
Sultan Uloom Education Society ,
Road No 3, Banjara Hills ,
HYDERABAD – 500 082. A.P. India.
Mobile: 87904 30989
Email: ewbindia@ewb-india.org

How to become a EWB-India Member?

EWB-India is a registered non-profit Society dedicated to humanitarian service, professional learning, partnership with national and international organizations and responsible application of technology in specific projects.

Applications for membership must be prepared to pledge utmost respect for professional ethics and financial propriety in carrying out projects and a commitment to helping others. **Members are expected to work in teams along with others in their local or regional chapter and conceive, develop and carry out projects in line with the work and mission of “Engineers Without Borders – India”.**

Members will have the opportunity to be associated with and participate in an extraordinary worldwide movement of professional service. They will have the opportunity to create their own projects and receive information, guidance, networking support from EWB-India Headquarters. They will receive information about workshops, conferences and other events organized from time to time by EWB-India and EWB – International.

EWB India offers two types of membership:

- Student --- <https://www.ewb-india.org/wp-content/uploads/2024/02/EWB-India-Membership-Application-Form-Student.pdf>
- Professional --- <https://www.ewb-india.org/wp-content/uploads/2024/01/EWB-India-Professional-Membership-Application-Form-2023.pdf>

You can download the Application form using the link above.

Membership Applications, duly completed and accompanied by a DD for the applicable amount (Admission with Annual Fees), should be sent to Engineers Without Borders, as per instructions given in the form. The membership fee applicable is as below:

	Admission	Annual	Life
Student	Rs. 350.00	Rs. 150.00	-
Professional	Rs.1000.00	Rs. 300.00	Rs.3000.00

Admission fee is payable at the time of admission only.

Membership Applications:

1. Print the full application and enter all other relevant details as needed or if they are 15 members all the details can be filled in the excel sheet. Please ask for the format of the excel sheet to ewbindia@ewb-india.org
2. Scan & attach Photographs (stamp size) 2 copies
3. Sign the form and also get it signed by a Faculty Advisor of your Institution if there is an EWB India Chapter or by any Faculty member if there is no chapter currently certifying your student status.
4. Enclosed appropriate admission and application fees details.
5. Send the form along with the enclosures and email to ewbindia@ewb-india.org

Engineers Without Borders – India

8-2-249 to 267, Mount Pleasant , Sultan Uloom Education
Society , Road No 3, Banjara Hills ,
HYDERABAD – 500 082. A.P. India.
Ph: 87904 30989.

EWB–India: Membership Application Form – Student

1. Name: Mr _ Ms _

2. Date of Birth: _____

3. Sex: Male _ Female _

4. Address:

PASSPORT
SIZE
PHOTO

Present/Communication Address:

Permanent Address:

City: _____ Pin Code: _____

City: _____ Pin Code: _____

Phone: _____

Phone: _____

e-mail: _____

e-mail: _____

5. Hobbies/Interests: _____

6. Are you a member of any Social Organization or Professional Body Yes __ No __

If yes name: _____

7. Name of your College with address:

Course of Study: _____ Completion Year _____

8. Student Membership Subscription

Admission	Rs.350-00
Annual	Rs.150.00

- Membership admission fee is payable at the time of admission only.

I enclose Demand Draft No/Neft:_____dated:_____for Rs.500/- (Rupees Five hundred only) drawn on (Name of the Bank) in favor of "ENGINEERS WITHOUT BORDERS" being Admission Fees and Subscription for one year.

OR

I have deposited Rs.500/- in "Engineers Without Borders" Account No. 018301008732 of ICICI Bank on_____.

DECLARATION

I have familiarized myself with the Mission, and objectives of Engineers Without Borders - India on the EWB-INDIA website (www.ewb-india.org) and I pledge to abide by the responsibilities and obligations associated with EWB-INDIA bonafide membership.

(Signature)

Name:

Date:

Space for Chapter

Name of Chapter (if already formed):

Certified that the applicant is a student of our Institution

Signature of Faculty Advisor / Faculty Member



Note 1: If at present there **is** no existing chapter at your institution, leave name of chapter blank. You may take **the** lead in starting a chapter (see Guidelines for Starting A Student Chapter).

Note 2: “Engineers Without **B**orders” (EWB) is a worldwide organization dedicated to humanitarian service, learning**g**, and responsible application of techn**o**logy in specific projects. Membership of EWB-India is open to professionals and stud**e**nts of professional**c**ourses who are sincerely willing**t**o participate in the mission and work of EWB India.

Note 3: This Application Form duly completed along with two stamp size photo (for identity badge) along with a **d**emand draft for Rs.500/- in favor of “Engineers without Borders” payable at Hyderabad**d** or proof of deposit to EWB Account **a**s above and the copies of the receipts to be scanned and sent to ewbindia@ewb-india.org , ewbplanning@gmail.com

Note 4: Accepted applicants will be issued an official Membership card.