

## Programme Reports to IQAC

## Alphonsa College Thiruvambady

## Preliminary Details

Hosting Agency : Department of Commerce  
 (Office/Dept/Club/Forum) : What is Chartered Accountancy and how to  
 Name of the Programme : become a chartered Accountant  
 Reach of (Regional/Nat/International) : Regional (Observation of Chartered Accountancy Day)  
 Date/(s) of Actual Event : 1-07-2022  
 Details of Sponsorship (if any) :  
 References (Page No. of Minutes, Planner) :

## Pre-Event (Details of Planning, Approval and Notice)

Planning Details (as per the minutes) :  
 Approval Details (as per the minutes) :  
 Details of Invitation (Notice/Brochure..) :  
 Reminders (Sp. Meetings/Short Notices...) :

## Actual Event

R. Person/Chief Guest (with Credentials) : Sanamma P. V (HOD Commerce Department)  
 Names of other Dignitaries : Ann Maria Joseph (Asst. professor Dept. of Commerce)  
 Presided over by :  
 Inaugurated by :  
 Felicitated by :  
 Welcome Speech by :  
 Vote of Thanks by :  
 Number of Participants : 34  
 Won by :  
 Certificates/Prizes awarded by :  
 Short narration about the Event : On the day of July 1st celebrated as the  
 CA Day to commemorate the establishment  
 of the ICAI. ACT Dept. of Commerce  
 celebrated this day as to educate our  
 students about the CA Course  
 and career growth of CA

## Post-Event (Evaluation, Closing the account, Public audit)

Evaluation Meeting Date :  
 Short evaluation about the Event :

Publicity Details (Website/Newspaper...) :

Financial Details (against the budget) :

## Attachments Required (Please tick the entries once the attachments are made)

Notices/Brochures ✓	Photos of the Programme ✓
Reminders	Audio/Video Recordings
Programme List	Copy of Certificates
Attendance Sheet (duly signed)	Paper Cuttings (Publicity)
Name & Sign of the Coordinator :	
Name & Sign of the Student Rep. :	
Date of Submission to IQAC :	