

SRM UNIVERSITY, DELHI-NCR, SONEPAT
HON'BLE CHANCELLOR'S MEDAL

NOTIFICATION

Notification No. SRMH/HCM/CoE/2026/001

Date: 01.10.2026

1. Purpose

To recognise an outstanding student from the graduating batch who demonstrates **holistic, all-round excellence beyond academic achievement alone**. The medal celebrates a balanced record of accomplishment across five defined dimensions, assessed through a **transparent, evidence-based, and discipline-neutral framework**, ensuring that students from every programme have an equitable opportunity to be recognised.

2. Scope

Applies to all graduating students of [UG / PG / All Programs].

One Hon'ble Chancellor's Medal per Faculty.

3. Last Date

Applications must be submitted by email only, along with scanned copies of all original supporting documents, to: **coe@srmuniversity.ac.in**

Last date and time for submission: **7 October 2026, 10:00 AM**

Applications received after the stipulated date and time and without sufficient proofs will not be entertained. No representations regarding late submission will be considered.

4. Scoring Structure

#	Criterion	Marks
1	Academic Performance	20
2	Research and Innovation	20
3	Career Progression	20
4	Extra-Curricular Activities	20
5	Co-Curricular Activities	20
	Total	100

Balance Rule: To ensure genuine all-round excellence, a candidate must secure a **minimum of 4 marks in each of the five evaluation criteria** to remain eligible for the medal.

Cap Rule: Each indicator carries a prescribed **maximum score**. Any achievement exceeding the maximum marks under an indicator will not earn additional marks and **cannot be transferred or adjusted against another indicator or criterion**.

No Double Counting: An achievement may be claimed and scored **under only one indicator**. At the time of application, the student shall identify the most appropriate indicator under which the achievement is to be considered. In case of ambiguity, overlap, or dispute regarding classification, the **decision of the Hon'ble Chancellor's Medal Committee shall be final**.

4.1 Levels and Positioning Matrix

Used for competitions, presentations and events in Criteria 2, 4 and 5. Raw points are added within the indicator and then capped.

Level	Winner / 1st	2nd or 3rd / Special Mention	Participation / Finalist
Department / Institution Level	2	1.5	0.5
Inter-institution / Inter University / Zonal / District Level	4	3	1
State Level	6	4.5	1.5
National Level	8	6	2
International Level	10	7.5	3

Para-sports and disability-specific events are counted at the same level as all other events (see Section 10A).

Team events: full points for the team's result go to each member who contributed (certified by the sports officer/team lead or mentor). In teams of more than 5, points are scaled to 75%.

5. Criterion 1: Academic Performance (20 marks)

Code	Indicator	Max	Scoring
A1	Cumulative CGPA / % across all semesters	10	$10 \times (\text{CGPA} \div \text{maximum CGPA})$. Percentage-based programmes: $10 \times (\text{percentage} \div 100)$.
A2	Attendance and growth	2	>90% attendance & excellent class performance -2; 81 to 90% & good class performance-1; 75 to 80% attendance & good class performance - 0.5.
A3	Academic distinction	2	University rank/topper: 2. Subject topper, departmental rank holder or merit scholarship: 1 each (max. 2)
A4	Distinctiveness	2	Distinctiveness in Internships / International Immersions across all years -2; Distinctiveness in Internships / International Immersions across less years -1
A5	Capstone, project or dissertation grade	2	Grade A+ or equivalent: 2. A: 1.5. B+: 1. Lower: 0.5.
A6	Academic enrichment	2	Honours, minor or additional credit courses, proctored MOOCs/online courses(with certificate), language or subject proficiency tests: 0.5 each (max 2).

6. Criterion 2: Research and Innovation (20 marks)

Discipline-neutral: indicators accept the output forms natural to science, engineering, management, humanities, arts, law, health sciences and others.

Code	Indicator	Max	Scoring
R1	Publications	4	Peer-reviewed journal (SCI / Scopus indexed): 4. Peer-reviewed conference proceedings: 3. Non-indexed journal, magazine, review article or published case study: 2. Authorship share: first/corresponding 100%, others 60%.
R2	Intellectual property	4	Patent granted: 4. Patent filed/published: 3. Copyright, design registration or trademark: 2.
R3	Research projects, fellowships / internships	4	Funded project or research grant (student as PI/co-PI): 4. Research fellowship or summer research programme at a reputed institute or lab: 3. Faculty-guided research project or research internship (min. 4 weeks): 2.
R4	Presentation and research competitions	4	Matrix (4.1) points for paper/poster presentations, thesis competitions, research quizzes and ideathons; capped at 2.
R5	Innovation outputs	4	Working prototype, software or app, open-source contribution, dataset, field study or survey report, clinical case report, moot or legal research, creative or performance-based research output, registered startup or incubated idea: 1 each (max 2).

7. Criterion 3: Career Progression (20 marks)

Outcomes are scored by type and verified status, not by salary amount, so that no student is disadvantaged by sector or pay scale.

Code	Indicator	Max	Scoring
C1	Primary outcome (best one only)	4	Placement or offer in industry, government/PSU, defence, teaching or academia, NGO/social sector: 8. Admission to higher studies at a recognised institution: 8. Self-employment or registered startup with documented operations: 8. Career-ready but outcome pending: 4.
C2	Industry Internships / apprenticeships	4	Each verified internship/apprenticeship (min. 4 weeks): 2 (max 4). Paid, international or reputed organisation, or pre-placement offer: +1 each (within cap).
C3	Professional certifications & skills	4	Industry or professional credentials (cloud, finance, language, design, etc.): 1 each (max 3).
C4	Competitive examinations	4	Qualified GATE, NET/SET, CAT/MAT, GRE/GMAT/IELTS, UPSC/state services, CA/CS/CMA stage, clinical or bar exams, or equivalent: 1 each (max 2). Top-10% rank or percentile: counts 2.
C5	Professional engagement	4	Industry-sponsored project, live consultancy or freelance work: 1. Professional body membership or student chapter role: 1. Mentoring or career-support activity (alumni interaction, career club): 1.

8. Criterion 4: Extra-Curricular Activities (20 marks)

Activities pursued for talent, personality and wellbeing outside the syllabus through student clubs and University Entities: sports, games, arts, music, dance, drama, literature, photography, film, adventure, yoga, culture and similar.

Code	Indicator	Max	Scoring
E1	Competitive achievement	4	Matrix (4.1) points for sports, esports, cultural, literary and arts events, summed and capped at 10. Para-sports and inclusive categories count at the same level.
E2	Sustained engagement	4	Representing the institute team or club for 2+ semesters: 1.5 per activity. Structured training or grading (music or dance grade exam, coaching certificate, belt, trekking course): 1 each. Cap 3.
E3	Leadership	4	Captain, club president, festival head or cultural secretary: 2. Vice-captain or core committee: 1. Cap 3.
E4	Organising and creation	4	Organised or curated a documented event, exhibition, tournament or publication: 1 each. Creative output (published article, art series, film, music track, invited performance): 1 each. Cap 2.
E5	External recognition	4	Awards, scholarships, selections, media features, professional performances, national camps and trials: 1 each (max 2).

9. Criterion 5: Co-Curricular Activities (20 marks)

Activities that extend the curriculum and build skills and social responsibility: technical and academic clubs, competitions, workshops, community service, NSS/NCC, student bodies and peer learning,.

Code	Indicator	Max	Scoring
CC1	Skill and knowledge competitions	8	Matrix (4.1) points for hackathons, quizzes, case competitions, debates, model and design contests, coding contests, business plans and Olympiads, summed and capped at 8.
CC2	Workshops, seminars & learning programmes	3	Attended/Organized workshop, bootcamp or conference (min. one day): 0.5 each. Conducted a session, trained peers: 2 each. Cap 3.
CC3	Community and social service	4	NSS, NCC, Rotaract, Unnat Bharat Abhiyan, blood donation, relief and rural outreach, environmental drives or other verified service: 1 mark per 25 hours (max 4). NCC/NSS 'B' or 'C' certificate or special camp: 1 additional (within cap).
CC4	Leadership in student bodies	3	President or secretary of student council, class representative, chapter chair (IEEE, ACM, CSI, etc.), editor-in-chief: 2. Core committee member: 1. Cap 3.
CC5	Peer and institutional contribution	2	Peer tutor, teaching or lab assistant, orientation or buddy mentor, campus ambassador, library or sustainability initiatives, student representation on a committee: 1 each (max 2).

10. Fairness and Inclusion Provisions

1. **Equal recognition:** Para-athletes, differently abled students and students from all categories are scored on the same matrix at the same level. Where a recognised competition has no equivalent level, the Committee assigns the nearest equivalent in writing before scoring.
2. **Discipline equivalence:** Programmes with no formal research culture (e.g., arts, commerce, law, nursing) may use R1 to R5 equivalents such as case studies, moots, clinical reports or creative works. The Committee publishes a one-page equivalence note per department at the start of each year.
3. **Late entry and transfer:** Lateral-entry or transfer students are scored on activities during their enrolment. Counts and caps are not reduced, and A1 uses the CGPA actually earned.
4. **Hardship and access:** Students who worked part-time, cared for family, or faced documented medical, maternity, bereavement or financial hardship may claim waiver of the 4-mark balance rule in one criterion (not more than one). Certified medical or maternity leave does not lower A2 scoring.
5. **Language and region:** Publications, performances and certifications in regional and Indian languages are accepted on par with English, where the venue is recognised.
6. **Cost neutrality:** Marks are not tied to expenditure. Free, institutional or open-access routes count the same as paid options.
7. **Transparency:** The indicator sheet, matrix and rules are published on the website and notice boards at the start of the final year, so every student can see how marks are calculated.

10A. Equity Provisions for Persons with Disabilities

The Institution is committed to equal opportunity under the Rights of Persons with Disabilities Act, 2016. The following provisions apply to para-athletes and all students with disabilities and operate together with Section 10.

10A.1 Definition, proof and confidentiality

1. **Eligible students:** Students with a disability under the RPwD Act, 2016 (including benchmark disabilities of 40% or more), evidenced by a UDID card, disability certificate or medical board certificate.
2. **Confidentiality:** Disability information is shared only with the Committee on a need-to-know basis. A student is not required to disclose a disability in order to apply.
3. **No penalty for accommodations:** Use of approved accommodations (scribe, extra time, assistive technology, extended programme duration, reduced course load) shall not reduce any score or affect eligibility.

10A.2 Fairer scoring

Criterion	Equity provision
Para-sports and events	Para-events, Special Olympics, Deaflympics and Abilympics count at the same level as other events. Khelo India Para Games and national para-championships count as National level. Levels, positions and points are not reduced because a para-event has fewer entrants or classification groups.
Academic (A1-A5)	Extended duration, reduced load or a medical break does not affect A2 (consistency). The minimum CGPA is relaxed to [6.0/10] and the minimum attendance by 70 % (institution to specify). Alternative formats for the capstone and project presentation are accepted.
Research (R1-R5)	Accessibility, assistive-technology and inclusive-design projects are credited under R3 and R5. Alternative output formats (audio, video, tactile, braille) are accepted as evidence.
Career Progression (C1-C5)	Minimum internship duration is 2 weeks instead of 4 under C2, and remote or part-time internships count. Disability-specific schemes, fellowships and supported or reserved-category posts count under C1. Competitive exams taken with accommodations count in the same way as other attempts.
Extra-Curricular (E1-E5)	Adaptive and para-sport coaching, classification training and para-sport camps count under E2 and E5. Leadership of para-sport or adaptive-arts teams counts under E3.
Co-Curricular (CC1-CC5)	The service-hours requirement under CC3 is reduced to 15 hours per mark, and virtual or flexible service is accepted. Leadership in the disability peer support, and sensitisation or accessibility audits count under CC4 and CC5.
Balance rule (Section 4)	For a student with a documented barrier, the 4-mark minimum may be waived in up to two criteria (instead of one).

10A.3 Barrier-adjusted scoring (optional)

Where an indicator was inaccessible to a student because of documented infrastructure or access barriers (for example, an inaccessible laboratory, sports facility or event venue), the Committee may score the student on the attainable maximum for that criterion and scale the result to 20 marks. This applies to barriers only, not to ability; it does not allow bonus marks, and the Committee must record its reasons in writing. Requests are made by the student or the disability cell with supporting evidence.

10A.4 Process and governance

1. Application forms are provided in accessible formats (large print, screen-reader compatible, assisted filling), with extended deadlines on request and an accessible venue for any interview or verification.
2. The head of the disability cell or equal-opportunity officer is a member of the Selection Committee.
3. The grievance process is accessible, and a support person may accompany the student at any hearing.
4. The award ceremony is accessible (step-free access, sign-language interpreter, reserved seating).
5. An annual equity report records the number of students with disabilities who applied, were shortlisted and won, and the policy is reviewed if participation is low.

11. Application and Evidence

1. Students submit the Application and Self-Score Sheet with supporting documents (certificates, letters, publication links, offer letters, mark sheets, logbooks, hours certified by coordinators) by date.
2. Only verifiable evidence is accepted. Self-declaration without evidence earns zero for that item.
3. Verification: By the Hon'ble Chancellor's Medal Committee
All related officials to produce documents duly certified in the committee i.e. Research by Research Cell / Head of Department; Career by Placement Cell; Extra-curricular by DSW/Director of Sports / Cultural Coordinator; Co-curricular by Dean of Student Affairs/HoDs and NSS/NCC officers OR student document be verified by the respective head.
4. False or forged documents lead to immediate disqualification and disciplinary action.

12. Selection Committee

Controller of Examinations	Chairman
Dean (E&T) & (Coordinator IQAC)	Member
Dean (Law)	Member
Dean (Sciences)	Member
Associate Prof. (Foreign Languages) & SPOC (Humanities)	Member
Associate Dean (Research & Development)	Member
Head (Student Welfare)	Member
Director (Training & Placement)	Member
VC Nominee (OSD to VC)	Member
Deputy/Assistant Controller of Examinations*	Member Secretary

*To produce and verify all records in front of the committee

13. Tie-Breaking

If total marks are equal, candidates are ranked in this order:

1. Higher marks in Academic Performance.
2. Higher combined marks in Research and Career Progression.
3. Higher marks in Co-Curricular.
4. Higher marks in Extra-Curricular.
5. Final decision by the Committee, recorded with reasons.

15. Grievance redressal

Appeal and Review: Any candidate aggrieved by the evaluation or decision of the Committee may submit a **written appeal to the Chair of the Committee within two days from the date of declaration/communication of the result.** The appeal must clearly state the specific grounds for review and be supported by relevant documentary evidence already submitted with the original application. **No fresh achievements or documents shall ordinarily be admitted at the appeal stage.**

The appeal shall be restricted to matters such as **errors in computation, incorrect application of the notified criteria, omission of evidence submitted within the prescribed deadline, or procedural irregularity.** Mere disagreement with the academic or qualitative judgment of the Committee shall not, by itself, constitute grounds for appeal.

The Appeal/Review Committee may seek clarification or records from the Evaluation Committee and shall dispose of the appeal through a **reasoned decision within a stipulated period**. Any member having a conflict of interest shall recuse from consideration of the appeal. **The decision of the competent appellate authority shall be final and binding.**

16. Disqualification

Integrity and Disqualification Rule: Submission of **forged, fabricated, or falsified evidence; proven plagiarism; involvement in disciplinary offences; or deliberate withholding/misrepresentation of material information** shall result in **immediate disqualification** from consideration for the medal. If any such violation is established after the award has been conferred, the **medal may be withdrawn by the University.**

Such disqualification or withdrawal, along with the reasons thereof, **shall be formally communicated to all relevant stakeholders and reflected in the appropriate University records, wherever applicable.**

17. Records and Review

Score sheets and evidence are retained for [1] years. The policy is reviewed every [2] years, or earlier by the Academic Council. Amendments apply prospectively to the next batch.

18. General and Overriding Rules

- a. Has not passed any of the paper through re-appear/special examinations.
- b. Has not been involved in any type of indiscipline/misconduct/unfair means.
- c. Not detained in any semester because of shortage of attendance.
- d. Has not passed any of the examinations with grace marks.
- e. Has graduated in the specified period of the program.
- f. If any student found submitting false documents his/her candidature will be cancelled.
- g. At any stage if a student's candidature is cancelled, the next student will be awarded.
- h. For detailed rubrics please contact this office or your concerned department.
- i. The university reserves the right to relax any of the rule (s)/ not to award any/ particular medal without assigning any reason (s).
- j. The decision of the Hon'ble Vice Chancellor shall be final and binding on all.

Issued with the approval of the Competent Authority of the University.

Prof. (Dr) H. Sharma
Controller of Examinations and
Chairman of Hon'ble Chancellor Medal

Note: Application-cum-score sheet to be filled by the student is attached as Annexure – A.

Annexure A: Summary Scoring Sheet (LATE and score sheet NOT accepted without proof)

Criterion (No claim accepted without Proof)	Max	Marks claimed	Marks verified
Academic Performance (A1-A5)	20		
Research and Innovation (R1-R5)	20		
Career Progression (C1-C5)	20		
Extra-Curricular (E1-E5)	20		
Co-Curricular (CC1-CC5)	20		
Total	100		

Details of Proof Attached:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Name_____Roll No.: _____Faculty_____

Date_____Candidate Signature: _____

Checker Name:_____Signature_____

Verifier Name: _____Singature_____

Approval Chair: _____Singature_____