



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

Sri Venkateswara College

(University of Delhi)

NAAC Grade A+

**SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)**

EVENT REPORT

NAME OF THE EVENT: Registration Desk			
DATE	DEPARTMENT	COMMITTEE/SOCIETY	COORDINATORS' NAME
28.08.25	—	Empathise: The Mental Health Society	Dr. Ritika Singh
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor; online/offline/hybrid
10.45am -12.45pm , 1pm -2pm.	Foyer, Canteen	38	Indoor/ Offline
FINANCIAL SUPPORT TANCE (if any):	None		

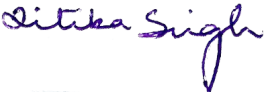
BRIEF INFORMATION ABOUT THE ACTIVITY

TOPIC/SUBJECT OF THE ACTIVITY	Registration Desk & Display Board
OBJECTIVES	To promote the importance of mental well-being on campus
METHODOLOGY	To attract and engage the crowd at the registration desk, we incorporated interactive games that encouraged participation and created a lively atmosphere. Additionally, a display board was set up to showcase the various events and initiatives previously conducted by Empathise, allowing visitors to gain insight into the society's work and objectives.
INVITED SPEAKERS WITH AFFLIATION DETAILS (IF ANY)	None
OUTCOMES	Increase awareness about the presence of Empathise across the college campus and encourage student participation in mental health events and society.

PROOFS & DOCUMENTS ATTACHED (Tick mark the proofs attached):

1 Notice & Letters ✓	2 Number of Participants & Name of participants ✓	3 Video clip	4 Photos ✓	5 Feedback Form & analysis
6 News clip with details	7 Sample Copy of the Certificate	8 Posters/ Invites ✓	9 Event report Attested by Event Coordinator & IQAC Coordinator	10 Any other document

Note: Please fill in your own details in places with red font

Departmental file no: SVC/EMP/2025-26/August 2025/03
IQAC File No: SVC/IQAC/EMP/2025-26/August 2025
Criterion No: III, VII
NAME OF EVENT-IN-CHARGE & SIGNATURE: Dr. Ritika Singh 

For Reference

Criterion I	Curricular Aspects (planning & Implementation)	Criterion V	Student Support & Progression
Criterion II	Teaching Learning & Evaluation	Criterion VI	Governance, Leadership & Management
Criterion III	Research, Innovations & Extension	Criterion VII	Institutional Values & Best Practices
Criterion IV	Learning Resources and Infrastructure		

Report


Empathise- the mental health society of SVC recently completed its registration desk which was held on 28th August 2025 in the canteen from 10.45am -12.45pm and in the foyer from 1pm -2pm.

The primary objective of this desk was to raise awareness among students about the presence of the Mental Health Society, Empathise, in our college and to encourage them to register as members for the upcoming tenure.

A display board was set up showcasing photographs from various events and internal sessions conducted by Empathise. Additionally, we organized interactive activities such as “What’s in the Recipe?” and the “Memory Game” to engage students and spark their interest.

The event was a success and we would like to thank our Principal Sir for allowing us to set up our desk and also the caretaker for supplying the required equipment.

Permission Letter


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(University of Delhi)
MAC Grade A

PERMISSION FOR ORGANIZATION OF EVENTS

NOTE: 1. Please ensure a pre booking of the venue before getting the permission letter signed.
2. A copy of this duly filled form signed by the TIC/ Convener, IQAC Coordinator and Principal shall be submitted to ICT and/or Caretaker for necessary action.
3. Please ensure that the completion certificate of the event is physically signed by the Convener of the event, IQAC Coordinator and Principal after the event report is made.

EVENT DETAILS

1. Name of the Department/Society/Association: EMPATHISE

2. Name of the TIC and/or Convener: Prof./Dr./Mr./Ms. Dr. Ritika Singh

3. Proposed Title of the Event: Registration Desk and Display Board

4. Nature of Event: Seminar/Conference/Symposium/Workshop/FDP/Public or Community outreach/ Skill enhancement/others (Please specify) Community Outreach

5. Participants: Student-centric /Faculty/ Other stakeholders (Please specify) Student Centre

6. Event Type: Offline/Online/Hybrid; Indoor/Outdoor

7. Collaborating Agency /Organization (If any): —

8. Tentative List of Speakers with affiliations: —

9. Date & Time (from – to): 28 August, 2025 10:45 am to 12:00 pm (in Canteen)
1:00 - 2:30 pm (in Foyer)

10. Financial Assistance/ Funding received (if any) (Please specify amount): —

11. Proposed Budget (please attach details in a separate enclosure): —

12. Faculty responsible for Geo Tagged Pictures: Dr. Ritika Singh

13. Faculty responsible for Event Report: Dr. Ritika Singh

14. ICT support required, if any (ICT Lab, Laptop, LCD projector)

15. Caretaker support required (tables, chairs, public addressing system, sanitation, manpower assistance) 1 table, 2 chairs, 1 Board with stand

16. Venue requirement (Seminar hall/ Ground/others) Foyer (Main) 10:45 - 12:45
Canteen Morning 12:45 - 2:30 pm

Ritika Singh
TIC/Convener
Date:

For official purpose
Comments (If any)
Criteria 3, 7
No compensatory attendance shall be given to students.
for H/O
IQAC Coordinator
Date:

V. V. S. S. S.
Principal
Date:

Attendance



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ATTENDANCE SHEET

TITLE OF THE EVENT: Registration Desk

DATE OF THE EVENT: 28th August 25

NAME OF THE DEPARTMENT/ SOCIETY: Empathise

NAME OF THE EVENT COORDINATOR: Dr. Ritika Singh

S.NO.	NAME OF THE STUDENT	ROLL NO. OF THE STUDENT	COURSE AND YEAR	SIGNATURE
1	Vardan ji	0925007	Bcom-P, 1 st yr	VARDAN
2	Arvrit	0925124	B.com P 1 st yr	
3	Samaha	11230015	B.Sc Life Sci	Samaha
4	Shreya	1123010	"	Shreya
5	Ritika	1123007	"	Ritika
6	Kezhanee	122172	"	Kezhanee
7	Vani	0825052	Sociology honours	Vani
8	Nandini	0824036	Sociology honours	Nandini
9	Risha	0825008	"	Risha
10	Sambhawe		Sanskrit honours	Sambhawe
11	Jattal	1725043	Maths honours	Jattal
12	Siddhi	1924003	Statistics honours	Siddhi
13	Paav	1525019	chemistry honours	Paav
14	Aashvi	0923085	Bcom (P) 3 rd yr	Aashvi
15	Aakha	1323011	Bio-Science (H)	Aakha
16	Pranjal	0225001	Eng honours 1 st yr	Pranjal
17	Sangam Kaur	0225046	Eng honours 1 st yr	Sangam Kaur
18	Rudhima	0225030	Eng honours	Rudhima
19	Dawa-Kurpa	0225066	English (Hons)	Dawa-Kurpa
20	Ajay	0223031	English Honours	Ajay
21	Soumya	2024026	Zoology honours	Soumya
22	Sumedha	0924014	Bcom-P, 2 nd yr	Sumedha
23	Sanskriti	0924028	Bcom P 2 nd yr	Sanskriti
24	R. Shankar	1523011	B.Sc (H) Chemistry 3 rd yr	R. Shankar
25	Jai	0325039	B.A. Hindi (H)	Jai
26	Nitesh		B.Sc Botany	Nitesh
27	Aryan		B.Sc Botany	Aryan
28	Shruya	1553	B.Sc Botany	Shruya
29	Anshika	1124130	B.Sc Life Sci	Anshika
30	Himanshi	0924025	B.com	Himanshi
31	Anash	1323068	BSc BioSci	Anash
32	Varshini. A	0924148	BAP	Varshini. A
33	Heshvathar	0124121	"	Heshvathar
34	Pranav Kumar	0124119	"	Pranav Kumar
35	Mansu		B.Com honours	Mansu
36	Sanskruti	0923009	B.com (P)	Sanskruti
37	Trish Meen	0925145	B.COM (P)	Trish Meen
38	Manisha Jain	1025119	B.COM (H)	Manisha Jain

Poster



Empathise

The Mental Health Society
presents a fun-filled

Registration Desk!

DATE AND DAY:

28th August 2025, Thursday



VENUE AND TIME:

Canteen - 10:45-12:45 p.m.

Foyer - 01:00-02:30 p.m.



Geo-tagged Pictures





New Delhi, Delhi, India
H5q8+jpj, Dhaula Kuan Enclave I, Dhaula Kuan, New Delhi, Delhi 110021, India
Lat 28.589007° Long 77.166788°
28/08/2025 12:59 PM GMT +05:30



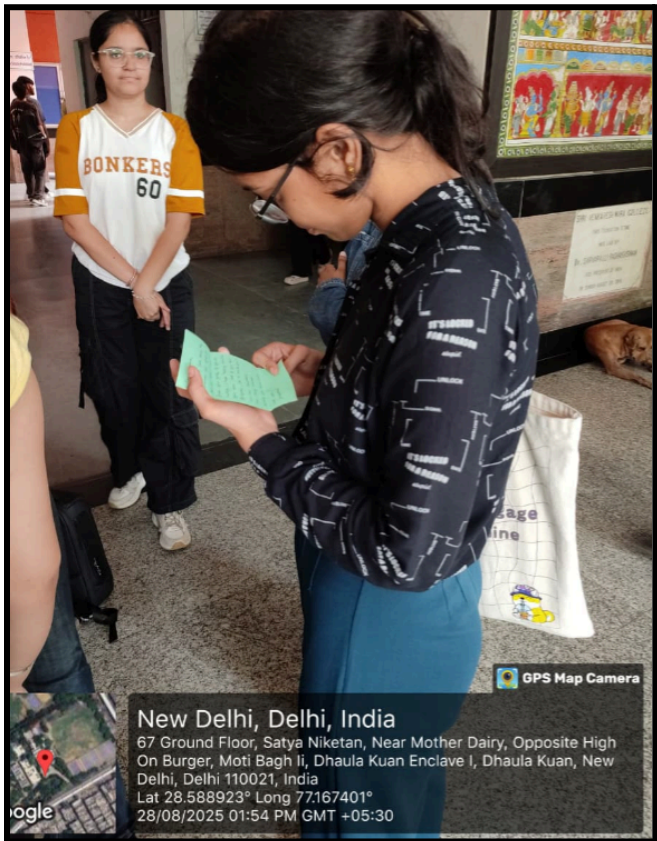
New Delhi, Delhi, India
H5q8+jpj, Dhaula Kuan Enclave I, Dhaula Kuan, New Delhi, Delhi 110021, India
Lat 28.589007° Long 77.166788°
28/08/2025 12:59 PM GMT +05:30



28/08/2025 12:57 PM GMT +05:30



New Delhi, Delhi, India
H5q8+jpj, Dhaula Kuan Enclave I, Dhaula Kuan, New Delhi, Delhi 110021, India
Lat 28.58892° Long 77.16677°
28/08/2025 01:00 PM GMT +05:30



Completion Certificate



Tirumala Tirupati Devasthanams

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समापन प्रमाण पत्र

COMPLETION CERTIFICATE

यह प्रमाणित किया जाता है कि पंजीकरण डेस्क दिनांक 28 अगस्त 2025 को प्रातः 10:45 बजे से अपराह्न 2:00 बजे तक **एम्पथाइज़ - द मेंटल हेल्थ सोसाइटी** द्वारा ऑफ़लाइन माध्यम में सफलतापूर्वक आयोजित किया गया और इस कार्यक्रम की रिपोर्ट अभिलेख के लिए आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (IQAC) को जमा कर दी गई है।

This is to certify that the Registration Desk was successfully conducted on 28th August 2025 from 10:45am-2pm by **Empathise-The Mental Health Society** in the Offline mode and its event report has been submitted to IQAC for records.


D. Tikab Singh
Event-in-Charge


IQAC Coordinator


Principal