



Date: 06/02/2023

CSL/MCS/03/2023

From,
The Chairperson,
Moot Court Society,
Crescent School of Law,



Through,
The Dean,
Crescent School of Law

To,
The Registrar,
BSA Crescent Institute of Science and Technology
Chennai- 600048

Subject: Request for approval of Financial Assistance to the Participating Team into the Moot Court Competitions. Reg.

Dear Sir,

The Moot Court Society is working hard to establish Crescent School of Law in the mootng activities in & around the country. Our students have won many competitions including the prestigious Madras Bar Association (MBA) National Moot Court Competition and SRM National Moot Court Competition.

Our students are bringing laurel to the institution out of their own personal expenses. There are many distinguished students who are potential mooters and want to participate into National Moot but due to financial constrain they are not participating. As Participating in the Moot Competitions are very expensive, it lay down a heavy financial burden on our students.

Kindly provide financial assistance to the participating teams from the Moot Court Account so that students may be encouraged to participate and win the competition, at the same time it will help our Law School to be listed in the NIRF Ranking.

The breakup of financial Assistance are as follows:

Sr. No.	Remarks
1.	Registration fees for participating in the Moot Court Competition
2.	To and Fro (Return) Second class fare for each participant, in case of out station participation.

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06/02/23



B.S. Abdur Rahman

Crescent

Institute of Science & Technology

Deemed to be University u/s 3 of the UGC Act, 1956



Chairperson

The Moot Court Society

Crescent School of Law

3.	For outstation and in-station participation miscellaneous expenses towards library fee, typing, Xerox, binding, postage etc. to a limit of Rs.1500/- to the team collectively.
4.	In case of specific request in writing for advance payment, 50% of the estimated expenses submitted by the team is given, which is adjustable in accordance with the final bills submitted.

Documents to be submitted by the students for reimbursement with self-attestation:

It would be the collective responsibility of the team to submit the following documents:

- 1) Rail ticket of individual participants to a limit of second-class fare (to and fro).
- 2) Voucher for miscellaneous expenditure to a limit of Rs.1500.
- 3) Xerox copy of permission letter/NOC/ bonafide certificate granted by Dean, CSL.
- 4) Xerox copy of Registration form endorsed by Dean, CSL.
- 5) Xerox copy of payment slip/DD towards registration for the competition.
- 6) Certificate of participation/winner/Runner/Best Speaker/Best Memorial/Etc.
- 7) Memento, if any, given to the Crescent School of Law, by the hosting institution.
- 8) All the participants shall report to the Chairperson/Teacher- in- charge after returning from moot participation and submit a copy of their participation/ achievement for record purpose.

Based on above facts you are requested to approve the said financial assistance to the participating teams.

Thanking you in anticipation.

Forwarded with request for approval.

Shackathu
6/2/23

DEAN
Crescent School of Law
B.S. Abdur Rahman
Crescent
Institute of Science & Technology
Vandalur, Chennai-600 048

Approved
R
14/2/23

Shahnawaz Ahmad
06/02/23

Chairperson
Moot Court Society
(Mr. Shahnawaz Ahmad)



B.S. Abdur Rahman

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Shahnawaz Ahmad
06/02/23

Chairperson
Moot Court Society
(Mr. Shahnawaz Ahmad)