

FORMAT FOR SEMESTER/YEAR END REPORT

Note: Students undergoing graduate level courses are required to submit individual progress reports at end of each semester. The report is mandatory for continuation of scholarship for the next semester/year and will be sent by students through email to almujtabatrust@gmail.com. Essential information to be included in the report is appended below. Students are encouraged to add their own views, comments, suggestions strictly restricted to matters relating to learning and studies.

1. **Student Name:**
2. **University & Degree Program:**
3. **Current Semester/Year:**
4. **Date of Submission:**
5. **AMET Number:**
6. **Number of pages in Report:**
7. **Institutional Expenses paid during Semester** (Attach payment vouchers; must be legible):
8. **Self-Pen Picture** (to be included in first semester/year reports only). A paragraph or two about yourself which includes the following information: -
 - a. How did you get to know about Al Mujtaba Education Trust Scholarships
 - b. What motivated you to pursue higher studies
 - c. What are your aspirations for future
 - d. How do you intend to pay back to society/nation
9. **Academic Record**
 - a. **Semester Syllabus.** Brief review of subjects studied including mention of knowledge/skills gained, respective credit hours and results achieved. In addition, highlight favorite/key subjects and how they contribute to your professional development.
 - b. **GPA/Grades for Semester:** Attach transcript/result sheet;(must be legible)
 - c. **Academic Projects:** Mention any projects/research publications towards which you contributed during the semester/year under review.

10. **Extracurricular Activities: Activities Related to Professional Grooming**
 - a. **Activities Conducted:** List and briefly describe participation in university clubs, workshops, sports or volunteer work.
 - b. **Skills Acquired:** What new skills (professional skills / soft skills) did you acquire this semester? (e.g., IT related, management, public speaking, social media campaigns, webinars etc.).
 - c. **Self-picture(s):** Own current photograph and snaps with teachers, other students depicting academic and/or extracurricular activities with brief notes describing them.
11. **Interaction with Al Mujtaba Education Trust.**
 - a. List aspect(s) relating to your course work facilitated by the scholarship during the semester.
 - b. Suggest measures needed if any, for better communication between students and Trust.
12. **Issues of Concern** (optional)
 - a. **Relating to Institution.** Lab facilities, hostels, faculty, LMS etc.
 - b. **Personal.** Problems affecting studies.
13. **Personal Note:**
 - a. A short paragraph mentioning your academic and personal goals for next semester.
 - b. Events, interactions or aspects which inspired you, lessons learnt and any other point you consider highlighting from the semester.