



RV Institute of Management®

CA 17, 36th Cross Rd, 26th Main, 4th T Block East,
Jayanagar, Bengaluru - 560041, Karnataka, India

Autonomous
Institution Affiliated
to Bengaluru City
University

Approved by AICTE,
New Delhi. Accredited
by NAAC with 'A' Grade

contact.rvim@rvei.edu.in
www.rvim.edu.in
Tel: 080 42540300
080 26547048



Ref No: 327/Rvim/MBA/2025-26

To
The Director
R V Institute of Management
Bangalore, Karnataka

Date: 24.10.2025

Regarding: Proposal for onboarding student assistant for yoga and IT Skills tutoring on minimum stipend of Rs. 500 per session of two hours.

Respected Sir,

This letter is to request you for considering the proposal of onboarding of students mentioned below as student assistant on a minimum stipend basis for yoga sessions under 2 credit course of Health & Wellness as well as for IT Skills sessions (under 4 credit course of IT Skills for Managers), scheduled for 1st year students (MBA batch 2025-27).

The student assistant will be assisting in delivering yoga and IT skills sessions to the A/B/C sections of batch 2025-27.

Health & Wellness

S.No.	Registration No.	Name	Sessions Planned
1	P18FW24M015007	Aishwarya	12 sessions a month
2	P18FW24M015047	Kavya	12 sessions a month
3	P18FW24M015036	Gomathi	12 sessions a month
4	P18FW24M015109	Suhuruth	12 sessions a month
5	P18FW24M015156	Punith	12 sessions a month
6	P18FW24M015117	Varsha V S	12 sessions a month

IT Skills

S.No.	Registration No.	Name	Sessions Planned
1	P18FW24M015088	Rakshitha K M	24 sessions a month
2	P18FW24M01504	Jhansi	24 sessions a month
3	P18FW24M015026	Chandan	24 sessions a month
4	P18FW24M015085	Ravi Kumar	24 sessions a month
5	P18FW24M015131	Rahul	24 sessions a month
6	P18FW24M015066	Nithin	24 sessions a month

Technical Assistant (Health & Wellness)

S.No.	Employee Id	Name	Sessions Planned
1	5179	MANJUNATH N	12 sessions a month

Kindly approve a stipend of ₹500 per session for students for their service as student assistant (Health & Wellness / IT Skills) and Rs.750 per session to technical assistant (Health & Wellness only) who will drive the course along with the facilitator and Rs.250 per session to office executive (Health & Wellness only), who will make all the arrangements for every session for delivering Health & Wellness and IT skills course, in recognition of their valuable contribution to the institution.

Below mentioned students are proposed as back up. Students under back up will only be taking care of sessions if any regular student assistant is not available for the session due to some emergencies.

Health & Wellness

S.No.	Registration No.	Name
1	P18FW24M015126	Vivek
2	P18FW24M015171	Disha
IT Skills		

Rashtreeya Sikshana Samithi Trust

*Alcy + Kokila + AO
Roll out the offer
letter or student
tutor + Kokila -
call them for pin
3/10*

29/10/25

*Ca. change the world
(PTO)*

Forwarded to Honorary Secy Sir, RSST

Like in last 3 years, we want to use the services of interested and skilled students as "Student Assistants" while delivering "Health and Wellness" and "IT Lab" courses.

We seek nominations from interested students and then select the best available from the II year MBA group. We pay nominal honorarium of ₹. 500/- per session of 2 hrs. L/y we spent around ₹. 224750/- towards the same. This is also being recognized as one of the best practices at RVIM.

Similarly we would like to continue the wage of services of Mr. Mangurath N (Technical Assistant) who is coordinating all the activities of "Health and Wellness" course. We were paying ₹. 750/- per session of 2 hrs. as an honorarium.

L/y approval note is enclosed herewith for your kind reference.

For your kind consideration & approval.

Approved

29/10/2024
Lottam:
28/10/2024





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S.No.	Registration No.	Name
1	P18FW24M015177	Arun
2	P18FW24M015144	Nagashree

Attached along with this letter is the previous year's approval letter for student assistants who helped with health & wellness sessions in the first year MBA yoga classes for the batch 2024-26. This is for the information that the total payment made to all the students under Health & Wellness is amounted to Rs. 1,77,750/- for 76 sessions of 2 hours each and total payment made to all the students under IT related subjects is amounted to Rs. 47,000/- for 94 sessions of 2 hours each, between the period of Feb-24 to Sept-24.

Thanks, and Regards

Kokila Kulkarni

Assistant Professor

HR Department

RVIM, Bengaluru

Contact: 8884735656



RV Institute of Management

CA 12, 3rd Cross Rd, 26th Main, 4th T Block, 4th Stage,
Jayanagar, Bengaluru - 560041, Karnataka, India

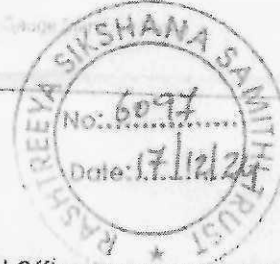
Approved by
Institution of
Bengaluru
University

Approved by
Govt. of Karnataka
Bengaluru
University

Contact: RVIM/Bengaluru
www.rvim.edu.in
Tel: 80 43140121
880 26417048

To
The Director
RV Institute of Management
Bengaluru, Karnataka

Ref No: H10/RVIM/MBA/2024-25



Date - 14.12.2024

Regarding: Proposal for onboarding student assistant, technical assistant and Office executive for delivering yoga and IT Skills course in a professional manner.

Respected Sir,

This letter is to request you for considering the proposal of onboarding of students mentioned below as student assistant on a minimum stipend basis for yoga sessions under 2 credit course of Health & Wellness as well as for IT Skills sessions (under 4 credit course of IT Skills for Managers), scheduled for 1st year students (MBA batch 2024-26).

The student assistant will be assisting in delivering yoga and IT skills sessions to the A/B/C sections of batch 2024-26.

Health & Wellness

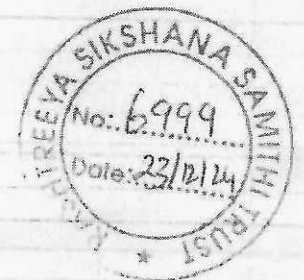
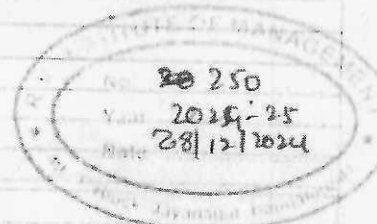
S.No.	Registration No.	Name	Sessions Planned
1	P18FW23M015043	HRITHIK N	12 sessions a month
2	P18FW23M015039	HARSHITH G	12 sessions a month
3	P18FW23M015127	SHILPA R	12 sessions a month
4	P18FW23M015027	C BHARGAVI	12 sessions a month

IT Skills

S.No.	Registration No.	Name	Sessions Planned
1	P18FW23M015013	AKSHAYKUMAR SUNIL POL	24 sessions a month
2	P18FW23M015015	AMRUTHA B G	24 sessions a month
3	P18FW23M015168	CHAITRA M S	24 sessions a month
4	P18FW23M015103	RAKSHITHA P	24 sessions a month

Technical Assistant & Office Executive (Health & Wellness)

S.No.	Employee Id	Name	Sessions Planned
1	5179	MANJUNATH N (Technical Assistant)	12 sessions a month
2	5189	MANJUNATH L (Office Executive)	12 sessions a month



Kindly approve a stipend of Rs. 500 per session to students for their service as student assistant (Health & Wellness / IT Skills) and Rs. 750 per session to technical assistant (Health & Wellness only) who will drive the course along with the facilitator and Rs. 250 per session to office executive (Health & Wellness only), who will make all the arrangements for every session for delivering Health & Wellness and IT skills course, in recognition of their valuable contribution to the institution.

Below mentioned students are proposed as back up. Students under back up will only be taking care of sessions if any regular student assistant is not available for the session due to some emergencies.

Health & Wellness			IT Skills		
S.No.	Registration No.	Name	S.No.	Registration No.	Name
1	P18FW23M015046	KARTHIK G R	1.	P18FW23M015038	HARSHAD NARAYANA M S
2	P18FW23M015106	RESHMI S	2.	P18FW23M015163	YASHWANTH GOWDA B A

Attached along with this letter is the previous year's approval letter for student assistants who helped with health & wellness sessions in the first year MBA yoga classes for the batch 2023-25. This is for the information that the total payment made to all the students under Health & Wellness is amounted to Rs. 87,000/- for 46 sessions of 2 hours each and total payment made to all the students under IT related subjects is amounted to Rs. 22,250/- for 36 sessions of 2 hours each, between the period of Feb 24 to Sept-24.

Thanks and Regards

Forwarded to Honorary Secy Sio, RSS T

Ankita Shrivastava
Assistant Professor
Finance Department
RVIM, Bengaluru
Contact: 70453 54073

Like last 2 years we want to use the student assistants for health & wellness and IT skills courses. We request the hon'ble student assistants. We pay 1 year completion and use their services as student assistants. We pay nominal honorarium of Rs. 500/- per session of 2hrs. copy of the approval note for last 2 years is enclosed for your reference.

For Technical Assistant Mr. Manjunath N, who is helping the course in delivering the health & wellness course, we would like to increase the honorarium from 500/- to 750/- for a 2hrs session and for the office executive Mr. Manjunath L. copy

Can be approved
17/12/24