Date: 02nd Aug, 2021
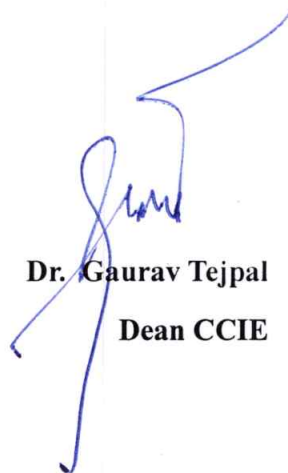
Time: 2:30 PM

Venue: Admission Cell

All Admission Committee members are hereby informed that a meeting has been held on 02nd Aug, 2021, as per the following agenda given below:

Agenda:

➢ Discussion to review courses with vacant seats for Session 2021–22.
➢ To strategize on targeted follow-ups and counselling to convert enquiries into confirmed admissions.
➢ To ensure all newly admitted students complete required documentation.
➢ To review fee submission status and follow-up with pending cases.
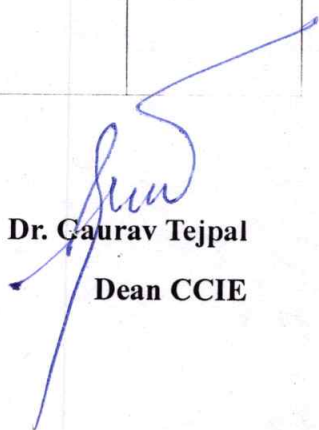➢ Discussion to boost calling in order to increase admissions

Dr. Gaurav Tejpal
Dean CCIE

	AMRITSAR GROUP OF COLLEGES ENGINEERING | PHARMACY	Minutes of 15th Meeting of Admission Committee	Office of Campus Connect & International Education
		AGC/CCIE/2021/015 Date: 02/08/2021	

DISCUSSION

The following Agendas were discussed during the Admission Committee Meeting

S.No.	Agenda	Decision	Responsibility	Deadline
1	Discussion to review courses with vacant seats for Session 2021–22.	• The committee reviewed vacant seats across courses for Session 2021–22 and discussed course-specific challenges. • Discussion on boosting calling to increase admissions.	Admission Committee	05.08.2021
2	To strategize on targeted follow-ups and counselling to convert enquiries into confirmed admissions.	• Targeted strategies were formulated for converting enquiries into confirmed admissions, including personalized counselling and repeated follow-ups..	Admission Committee	08.08.2021
3	Discussion on all newly admitted students complete required documentation	• The importance of complete documentation for newly admitted students was emphasized to avoid university-level discrepancies. • Fee submission status was reviewed, and pending cases were assigned for follow-up.	Admission Committee	08.08.2021

Dr. Gaurav Tejpal
Dean CCIE

Copy to: Principal (AGC) for information