



Circular
(16th Meeting of Admission Committee)
AGC/CCIE/2022/016 Date: 22/08/2022

Office of Campus
Connect &
International
Education

Date: 23th Aug, 2022

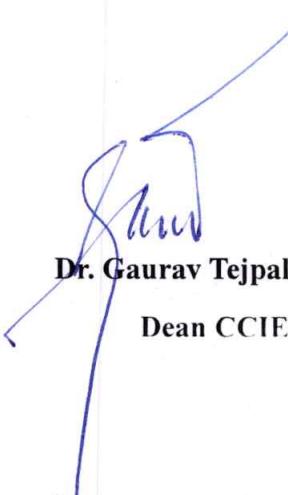
Time: 3:00 PM

Venue: Admission Cell

All Admission Committee members are hereby informed that a meeting has been held on 23th Aug, 2022, as per the following agenda given below:

Agenda:

- To ensure all admitted students complete mandatory documents.
- To review pending files and discrepancies.
- To assess the current status of admissions across all programmes.
- To identify courses with pending or low intake.
- To ensure readiness for university verification and reporting.


Dr. Gaurav Tejpal

Dean CCIE



DISCUSSION

The following Agendas were discussed during the Admission Committee Meeting

| S.No. | Agenda | Decision | Responsibility | Deadline |
|-------|---|---|---------------------|------------|
| 1 | To ensure all admitted students complete mandatory documents. | <ul style="list-style-type: none">Shared a mandatory checklist with students.Assigned coordinator for process completion.Called to all students complete documents. | Admission Committee | 31/08/2022 |
| 2 | To review pending files and discrepancies. | <ul style="list-style-type: none">Agenda was discussed. | Admission Committee | 31/08/2022 |
| 3 | To assess the current status of admissions across all programmes. | <ul style="list-style-type: none">Review programme wise admission data.Analysed seat availability vs seat filledConversion rates were tracked from enquiries.An action plan was prepared to increase admission rate. | Admission Committee | 31/08/2022 |
| 4 | To identify courses with pending or low intake. | <ul style="list-style-type: none">A course wise list was prepared. | Admission Committee | 31/08/2022 |

Dr. Gaurav Tejpal
Dean CCIE

Copy to: Principal (AGC) for information