 AMRITSAR GROUP OF COLLEGES ENGINEERING PHARMACY	Circular (12 th Meeting of Admission Committee)	Office of Campus Connect & International Education
	AGC/CCIE/2025/012 Date: 25/06/2025	

Date: 26th Jun, 2025

Time: 3:00 PM

Venue: Admission Cell

All Admission Committee members are hereby informed that a meeting has been held on 26th Jun, 2025, as per the following agenda given below:


Agenda:

- To discuss the maximum outreach by the call centre to convert enquiries into admissions using the scholarship
- Discussion to review call targets, follow-up schedules, and student response.
- To review the number of admissions confirmed after announcing the last date of the Scholarship.
- To analyse the impact of scholarship promotion on enrolment trends and course-wise admissions.
- Discussion regarding the data collection from the ongoing entrance exams



Dr. Dipti Malhotra

Dean CCIE

 AMRITSAR GROUP OF COLLEGES ENGINEERING PHARMACY	Minutes of 12th Meeting of Admission Committee	Office of Campus Connect & International Education
	AGC/CCIE/2025/012 Date :26/06/2025	

DISCUSSION				
The following Agendas were discussed during the Admission Committee Meeting				
S.No.	Agenda	Decision	Responsibility	Deadline
1	Maximizing Outreach by Call Centre	<ul style="list-style-type: none"> Assign daily call targets to call centre staff. Prioritize high-potential enquiries for scholarship-related communication. Use a structured script highlighting scholarship benefits to encourage admissions 	Admission Committee	28.06.2025
2	Review of Call Targets, Follow-Up Schedules, and Student Response	<ul style="list-style-type: none"> Intensify follow-ups for unresponsive leads. Monitor student response patterns to refine scripts and approach. Weekly reporting to assess call effectiveness. 	Admission Committee	28.06.2025
3	Data Collection from Ongoing Entrance Exams	<ul style="list-style-type: none"> Ensure timely and accurate recording of student information. Consolidate data to strengthen post-exam follow-ups and targeted counselling. Assign responsibility for verification and course-wise segregation of collected data. 	Admission Committee	28.06.2025



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