



**Circular**  
(18<sup>th</sup> Meeting of Admission Committee)  
AGC/CCIE/2025/018 Date: 28/09/2025

**Office of Campus  
Connect &  
International  
Education**

Date: 26<sup>th</sup> Sep, 2025

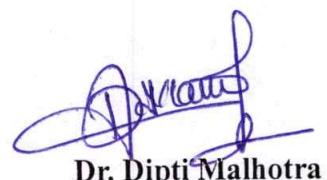
Time: 3:00 PM

Venue: Admission Cell

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

**Agenda:**

- To check and verify the details of 1st semester students uploaded on the IKGPTU portal.
- To review the status of student document submission.
- To ensure completion and verification of all required documents.
- Discussion to review course-wise details of vacant seats.
- To assess admission status and finalize action for remaining seats



Dr. Dipti Malhotra

Dean CCIE

**Minutes of 18<sup>th</sup> Meeting of  
Admission Committee**

AGC/CCIE/2025/018 Date :28/09/2025

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S.No.	Agenda	Decision	Responsibility	Deadline
1	Review of Fee Payment Status – 1st Year Students	<ul style="list-style-type: none"> <li>• Prepare a consolidated list of pending fee cases.</li> <li>• Initiate immediate follow-ups through calls, messages, and emails.</li> <li>• Set a strict internal deadline for fee clearance.</li> </ul>	Admission	1.10.2025
2	Comprehensive Review of Admissions – Academic Session	<ul style="list-style-type: none"> <li>• A detailed review of all admissions completed and pending for the current academic session was conducted.</li> <li>• Compliance with university norms and internal guidelines was discussed.</li> </ul>	Admission Committee	3.10.2025
3	Course-wise Intake, Compliance & Reporting Status	<ul style="list-style-type: none"> <li>• Ensure all courses meet intake and compliance requirements.</li> <li>• Final verification of data before submission to the university.</li> </ul>	Admission Committee	3.10.2025



Dr. Dipendra Ramotra

**Dean CCIE** Copy to: Principal (AGC) for information