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|  | Circular (Meeting of Admission Committee) | Office of Campus Connect & International Education |
| | AGC/CCIE/2026/0014 Date:19/01/2026 | |

Date: 20th Jan, 2026


Time: 3:00 PM

Venue: Admission Cell

All Admission Committee members are hereby informed that a meeting has been held on 20th Jan, 2026, as per the following agendas given below:

Agenda:

- Designing of 4 Pager and 1 Pager, Area-wise.
- Duties at JEE Exam for Pamphlet Distribution.
- AGC NEST Registration 2026: New Version and Rulebook.
- Latest Updates and Corrections in the prospectus for 2026.
- Strategies for increasing Admissions in Session 2026.


Dr. Harpal
Deputy Dean (A&CR)

DISCUSSION

The following Agendas were discussed during the Admission Committee Meeting

| S.No. | Agenda | Decision | Responsibility | Deadline |
|-------|--|--|---------------------|------------|
| 1. | Designing of 4 Pager and 1 Pager, Area-wise. | <ul style="list-style-type: none"> Customize the brochure according to each area (city/town). Highlight nearby facilities, transport options, local success stories, and achievements relevant to that region. | Admission Committee | 31.01.2026 |
| 2 | Duties at JEE Exam for Pamphlet Distribution | <ul style="list-style-type: none"> Stand at approved areas outside the exam centres. Follow all rules and maintain polite behaviour while distributing pamphlets. | Admission Committee | |
| 3 | AGC NEST Registration 2026: New Version and Rulebook | <ul style="list-style-type: none"> Understand and explain the updated registration process, eligibility criteria, exam pattern, and important dates clearly to students and parents. Guide students step-by-step in filling out the form correctly to avoid mistakes or rejection. | Admission Committee | |
| 4 | Latest Updates and Corrections in Prospectus 2026 | <ul style="list-style-type: none"> Ensure all courses, fee structures, eligibility, and policies are updated correctly in the prospectus. Inform staff and counsellors about any corrections so that the same message is shared with students and parents. | Admission Committee | |
| 5 | Strategies for Increasing Admissions in Session 2026 | <ul style="list-style-type: none"> Maintain proper data of inquiries and regularly follow up through calls, messages, and school visits | Admission Committee | |