

 AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3rd Cycle under Autonomous Category	SC/ST/OBC Committee Circular	Office of Dean (Students' Affairs)
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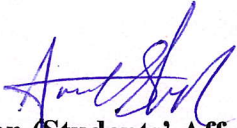
Ref.No. - AGC/DSA/SC/ST/2026/003

Date: 20/08/2026

This is to inform all the members of the SC/ST/OBC Committee that a meeting is to be held on 24-08-2026 at 4:00 pm in the DSA Office. All the members are requested to be present for the meeting.

Agenda:

1. Review and update of fee status of the previous semester.
2. Review of SC/ST student admissions as per Government Reservation Norms.
3. Review of scholarship cases, including NSP applications, application status, OTR/Application Number verification, required documents, and Fresh/Renewal case status.
4. Uploading and verification of current academic year fee details on the scholarship portal.
5. Review of PMSS for SC students, including Renewal cases, result and fee verification, filing of Fresh cases, and status of pending cases.
6. Course Update: Addition of new courses on the scholarship portal and processing/approval of the applicable fee structure.
7. Awareness & Sensitization Programs for SC/ST Students regarding scholarship schemes and application procedures.
8. Grievances related to SC/ST students and their resolution.
9. Any other agenda/matter to be discussed at the time of the meeting.


Dean (Students' Affairs)

AGC, Amritsar

 AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3rd Cycle Under Autonomous Category	SC/ST/OBC Committee Attendance	Office of Dean (Students' Affairs)
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Meeting of SC/ST/OBC Committee held on 24-08-2026 at 4:00 pm in the DSA Office.

Attendees	Absentees
Mr. Rakesh Jaitley	
Dr. Pooja Puri	
Ms. Binod Kaur	
Mr. Supreet Singh	
Ms. Manupriya	
Mr. Sanjeev Kumar	


Dean (Students' Affairs)

AGC, Amritsar

 AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3rd Cycle under Autonomous Category	Minutes of Meeting	Office of Dean (Students' Affairs)
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Minutes of Meeting of SC/ST/OBC Committee held on 24-08-2026 at 4:00 pm in the DSA Office.

S.N.	Agenda	Discussion	Responsibility
1	Review and update of fee status of the previous semester.	The Committee reviewed the fee status of students for the previous semester. The concerned records were examined to ensure that the fee details required for scholarship processing were complete and up to date. It was decided that any discrepancies or pending fee-related entries should be verified and updated at the earliest.	All Members, Concerned Departments
2	Review of SC/ST student admissions as per Government Reservation Norms.	The Committee reviewed the admission status of SC/ST students with reference to the applicable Government Reservation Norms. The available admission records were considered, and the Committee emphasized maintaining proper documentation and ensuring compliance with the prescribed reservation provisions.	All Members, Concerned Departments
3	Review of scholarship cases, including NSP applications, application status, OTR/Application Number verification, required documents, and Fresh/Renewal case status.	The Committee reviewed the status of scholarship applications being processed through the NSP and other applicable scholarship mechanisms. The verification of OTR Number, Application Number and other required application details was discussed. The Committee also reviewed the status of Fresh and Renewal applications and emphasized that incomplete documentation and pending applications should be followed up for timely processing.	All Members, Concerned Departments
4	Uploading and verification of current academic year fee details on the scholarship portal.	The Committee discussed the uploading of the current academic year's fee details on the scholarship portal. It was emphasized that the fee information should be entered carefully and verified before submission so that students' applications are processed without discrepancies arising from incorrect or incomplete fee details.	All Members

5	Review of PMSS for SC students, including Renewal cases, result and fee verification, filing of Fresh cases, and status of pending cases.	The Committee reviewed the status of PMSS cases relating to SC students. Renewal cases were considered with respect to verification of results and fee status, while the requirements for filing Fresh cases were also discussed. Pending cases were reviewed and the need for timely completion of verification and submission formalities was noted.	All Members, Concerned Departments
6	Course Update: Addition of new courses on the scholarship portal and processing/approval of the applicable fee structure.	The Committee discussed the requirement for updating newly introduced courses on the scholarship portal. The process of submitting the relevant course details and obtaining approval of the applicable fee structure was considered, with emphasis on completing the required portal updates within the prescribed timeline.	Assistant Registrar (Scholarships)
7	Awareness & Sensitization Programs for SC/ST Students regarding scholarship schemes and application procedures.	The Committee discussed the importance of creating greater awareness among SC/ST students regarding available scholarship schemes, eligibility requirements, application procedures and the documents required for submission. It was felt that students should be suitably guided so that eligible students are able to apply within the prescribed time.	All Departments
8	Grievances related to SC/ST students and their resolution.	The Committee reviewed the grievances and issues, if any, concerning SC/ST students. The members discussed the need for prompt examination and appropriate resolution of such matters, with proper follow-up wherever necessary. The Committee reaffirmed that student concerns should be addressed in a fair and timely manner.	Concerned Departments
9	Any other agenda/matter to be discussed at the time of the meeting.	No other point was raised by the members.	N/A



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