 <p>AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3rd Cycle under Autonomous Category Autonomous College (Since 2014) Conferred by UGC</p>	<p>SC/ST/OBC Committee Circular</p>	<p>Office of Dean (Students' Affairs)</p>
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Ref.No. - AGC/DSA/SC/ST/2026/002

Date: 30/04/2026

This is to inform all the members of the SC/ST/OBC Committee that a meeting is to be held on 05-05-2026 at 4:00 pm in the DSA Office. All the members are requested to be present for the meeting.

Agenda:

1. Verification of Government Fee Receipts.
2. Status of Students (Final Examination – November 2025).
3. Upload of Pass Percentage on Portal.
4. Attachment of Latest Results in Welfare Files.
5. Compilation of Attendance Records of SC/ST/OBC Students.
6. Discussion on Student Records (Left & Defaulter Cases).



Dean (Students' Affairs)

AGC, Amritsar


Meeting of SC/ST/OBC Committee held on 05-05-2026 at 4:00 pm in the DSA Office.

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



Dean (Students' Affairs)

AGC, Amritsar

 <p>AMRITSAR GROUP OF COLLEGES</p> <p>NAAC Grade "A" 3rd Cycle Autonomous College under Autonomous Category (Since 2014) (Approved by UGC)</p>	<h2>Minutes of Meeting</h2>	<h3>Office of Dean (Students' Affairs)</h3>
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Minutes of Meeting of SC/ST/OBC Committee held on 05-05-2026 at 4:00 pm in the DSA Office.

S. N.	Agenda	Discussion	Responsibility
1.	Verification of Government Fee Receipts	<p>The committee reviewed the status of fee reimbursements received through government schemes. It was observed that discrepancies exist due to non-seeding of Aadhaar numbers for certain students.</p> <p>Action Taken:</p> <ul style="list-style-type: none"> Directed concerned staff to ensure Aadhaar seeding at the earliest. Students with pending issues will be notified individually for compliance. 	Scholarship Branch & Concerned Departments
2.	Status of Students (Final Examination – November 2025)	<p>The academic status of students who appeared in the November 2025 final examinations was reviewed.</p> <p>Action Taken:</p> <ul style="list-style-type: none"> Department-wise reports were examined. Students with pending results or discrepancies will be followed up with the university. 	Scholarship Branch & Examination Cell
3.	Upload of Pass Percentage on Portal	<p>The committee discussed the requirement to upload the actual pass percentage of students on the designated portal.</p> <p>Action Taken:</p> <ul style="list-style-type: none"> Departments instructed to submit verified data. Data entry team assigned to ensure timely and accurate uploading. 	Scholarship Branch & Concerned Departments
4.	Attachment of Latest Results in Welfare Files	<p>It was noted that all student welfare files must contain updated academic results.</p> <p>Action Taken:</p> <ul style="list-style-type: none"> Latest result sheets will be attached in individual welfare files. Verification to be completed within the stipulated timeline. 	Scholarship Branch & Concerned Departments
5.	Compilation of Attendance Records of SC/ST/OBC Students	<p>The committee reviewed the requirement for maintaining attendance records for July 2025 to December 2025 and January 2026 to May 2026.</p> <p>Action Taken:</p> <ul style="list-style-type: none"> Attendance records to be compiled and attached to respective welfare files. 	Scholarship Branch & Concerned Departments

		<ul style="list-style-type: none"> Any discrepancies to be rectified by concerned departments. 	
6	Discussion on Student Records (Left & Defaulter Cases).	<p>Cases of students who have left the course and those categorized as defaulters were discussed.</p> <p>Action Taken:</p> <ul style="list-style-type: none"> Updated status to be maintained in records. Defaulter students to be counseled and monitored. Left cases to be properly documented with reasons. 	Scholarship Branch & Concerned Departments



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