



**RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS: ONGOLE**

(Approved by AICTE & Affiliated to JNTU K, Kakinada)

An ISO 9001:2015 Certified Institute

NH-16, Valluru, Ongole. Ph: 70933 83855, 70933 83853

Date: 05-05-2016

**CIRCULAR**

This is to inform to all the admission committee members that a meeting is scheduled on 06-05-2016 at 10.30 AM in Principal Office. All the members are requested to attend the meeting without fail.

**AGENDA:**

1. To decide on arrangements for counseling of students of both Convener & Management Quota students.
2. To decide on issuing notifications for admission into B-Category in UG & PG courses in newspapers and on our college website.
3. To decide on issuing notifications for spot admissions for FDH, UG & PG Courses
4. To decide on Submission of the list of Admissions made by the college under spot admissions and B Category to the concerned competent authorities and get approved.
5. Any other points with the permission of the chair

**Principal**

Copy to:

1. PA to Principal
2. All HoDs
3. All Committee Members



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### Proceedings of the Meeting of Admission Committee

Date : 05-05-2016

Time : 10:30 AM

Venue : Principal office

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#### MEMBERS PRESENT:

S.No.	Name	Designation	Signature
1	Dr.L.Prasad, Principal	Chairman	
2	Dr.Ch.Venugopal Reddy, Professor & HoD, ECE	Coordinator	
3	K.V. Hareesh, Asst. Prof., ECE	Member	
4	T.Sivaratna sai, Asst. Prof., CSE	Member	
5	P.Santhi kumar, Asst. Prof., EEE	Member	
6	S.Srinu, Asst. Prof., ME	Member	
7	K.Karthik babu, Asst. Prof., Civil	Member	
8	A.V.Ramana, Asst. Prof., MCA	Member	
9	G.Vasu, Asst. Prof., MBA	Member	
10	U.Mohan Chandh Asso.Prof B&SH	Member	

#### Resolutions:

1. It is resolved to arrange a separate room exclusively for counseling of students before and after the admission process.
2. It is resolved to issue notification in Telugu news paper for 30% of admissions under B-Category into UG courses in the month of August for UG and in the month of September for PG courses as per the GOs issued/to be issued by the State Govt. of Andhra Pradesh.



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- 3 It is also resolved to place the notification on college website and provide an opportunity to the candidates to download the application online and submit as per the notification.
- 4 It is resolved to issue notification in news papers for spot admissions in the vacancies available after counseling of admissions into
  - UG courses under lateral entry scheme in the month of September.
  - For B.Tech I year in the month of August.
  - For PG courses in the month of Novemberas per the guidelines issued/to be issued by the APSICHE.
- 5 It is resolved to submit the list of admissions made for ratification of admissions made :
  - Under spot admissions into UG courses under FDH to the Convener, Admissions ECET, 2016,
  - Under spot admissions into UG courses I B.Tech to the Convener, Admissions EAMCET, 2016,
  - Under spot admissions into MBA & MCA courses to the Convener, Admissions ICET, 2016.
- 6 It is resolved to submit the list of admissions made under B Category for ratification of admissions into :
  - UG courses I B.Tech to the Secretary, APSICHE, Tadepalli, Guntur
  - MBA & MCA courses the Secretary, APSICHE, Tadepalli, Guntur
- 7 To provide all necessary information and guidance for making online options to the students who ever approach the college.
- 8 To provide all necessary information and extend fullest co-operation to the students and parents during the process of admissions.
- 9 The meeting is concluded with thanks to the chair.

COORDINATOR

CHAIRMAN