



**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: 01-05-2019

**CIRCULAR**

This is to inform to all the admission committee members that a meeting is scheduled on 13-05- 2019 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 : 13-05-2019

Time : 10:30 AM

Venue : Principal office

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**MEMBERS PRESENT:**

S.No.	Name	Designation	Signature
1	Dr.A.V.Bhaskara Rao, Principal	Chairman	
2	Dr.Ch.Venugopal Reddy, Professor & HoD, ECE	Coordinator	
3	K.V. Hareesh, Asst. Prof., ECE	Member	
4	D.Rajesh, Asst. Prof., CSE	Member	
5	M.Suresh, Asst. Prof., EEE	Member	
6	I.Sitha Rama Rao, Asst. Prof., ME	Member	
7	V.V.Masthan Reddy, Asst. Prof., Civil	Member	
8	A.V.Ramana, Asst. Prof., MCA	Member	
9	G.Vasu, Asst. Prof., MBA	Member	
10	Ch.Venkateswarlu, Asst.Prof, BS&H	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, 2019,
  - Under spot admissions into UG courses I B.Tech to the Convener, Admissions EAMCET, 2019,
  - Under spot admissions into MBA & MCA courses to the Convener, Admissions ICET, 2019.
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