



**R G M COLLEGE OF ENGINEERING & TECHNOLOGY  
(AUTONOMOUS)  
NANDYAL-518501 (Dt.) A.P., INDIA**

**ADMISSION COMMITTEE**


**OBJECTIVES:**

1. Establish transparency in the admission process and follow Government norms.
2. To facilitate the selection of the best qualified students
3. To ensure fair and equitable treatment of all applicants
4. To ensure that there is a consistent application and acceptance/rejection policy that can stand up to close scrutiny by any interested party
5. To ensure that this process is strictly adhered to by all Admissions and Interview Committee members, as well as Admissions Office management and staff
6. To maintain confidentiality of all application and interview data, as well as proceedings of the Admissions and Interview Committees.

**FUNCTIONS:**

The committee will look into:

1. The matters relating to Admissions of the students at both UG & PG level.
2. Provides all information related to admissions under A Category (Convener Quota) and B Category (Management Quota) to the students and parents. It also provides information in the college website.
3. Issue Notifications for Spot Admissions under A Category and for Admissions under B Category as per the guidelines issued by State Government and concerned Competent authority
4. Submit the list of Admissions made by the college to the concerned competent authorities and get approved.

  
**Dr. T. JAYACHANDRA PRASAD**  
M.E, Ph.D.,  
PRINCIPAL  
R G M College of Engg. & Tech.,  
(Autonomous)  
NANDYAL-518501, Nandyal(Dt), A.P.



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**CIRCULAR**

Date: 20.03.2023

All the members concerned are hereby informed that a meeting will be held on **24.03.2023 (Friday) at 11.00 a.m. in the Civil Gallery**. The meeting is convened to review and discuss important matters related to admissions and institutional coordination.

The agenda of the meeting includes confirmation of the resolutions passed in the meeting held on 18.03.2022, scrutiny of the student ratio in each course, analysis of admission statistics including the number of B-category seats filled and total student admissions, and discussion on steps to improve coordination among the Management, Principal, staff, and parents.

All members are requested to attend the meeting punctually and participate actively in the deliberations.

**Copy to:**

1. All directors
2. All HODs
3. All Committee Members

**PRINCIPAL**  
*(Signature)*  
**Dr. T. JAYACHANDRA PRASAD**  
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**ADMISSION COMMITTEE MEETING**

Academic Year : 2023-24  
Date of Meeting : 24.03.2023  
Venue : Civil Gallery  
Time : 11.00 AM

**MEETING AGENDA:**




1. To confirm the minutes of the previous meeting held.
2. To scrutinize the student ratio of each course.
3. To analyse the statistics pertaining to the admissions such as number of B category admissions sold and no of students admitted.
4. Steps to take coordinate with the Management, Principal, Staff and the Parents.
5. Any other point with the permission of the Chair.

**MEMBERS PRESENT:**

S.No	Name of the employee	Role	Signature
1	Dr.T.Jayachandra Prasad	Chairman	
2	Dr.D .V. Ashok Kumar	Member	
3	Dr.V.Naga Bhaskar Reddy	Member	
4	Dr.Thirupathi Reddy	Member	
5	Dr.K.Mallikarjuna	Member	
6	Dr.K.Subba Reddy	Member	
7	<sup>K.V.</sup> Dr.D.Surya Narayana Rao	Member	
8	Dr.N.Ravi	Member	



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9	Dr.A.Bala Krishna	Member	
10	Dr.Kousar Basha	Member	
11	Dr. Gopu Srinivasulu	Member	
12	Dr.S.Sowjanya	Member	

**RESOLUTIONS**

**It is resolved to:**

1. Approved the minutes of the meeting (The minutes were read and approved)
2. Give wide publicity for admission process by distributing pamphlets, erecting banners, setting up holdings and advertising in NEWS papers and local channels.
3. Ensure the smooth admission process without causing inordinate time delays.
4. Maintain the administration statistics and enquiry registers.
5. The meeting concluded with thanks to the Chairperson.

  
**CHAIRMAN**  
**(Admission Committee)**

**Dr. T. JAYACHANDRA PRASAD**  
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**CIRCULAR**

**Date:** 19.03.2024

All the members of the **Admission Committee** are hereby informed that a meeting of the committee will be held on **24.03.2024 (Monday)** at **11.00 a.m.** in the **Civil Gallery**. The meeting is convened to discuss matters related to the admission process for the forthcoming academic year.

All committee members are requested to attend the meeting on time and actively participate in the discussions actively in the deliberations.

**PRINCIPAL**

*Dr. T. JAYACHANDRA PRASAD*  
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Copy to:

1. All directors
2. All HODs
3. All Committee Members



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**ADMISSION COMMITTEE MEETING**

Academic Year : 2024-25  
Date of the Meeting : 24.03.2024  
Venue : Civil Gallery  
Time : 11.00 AM

**MEETING AGENDA:**

1. To approve the minutes of the previous meeting.
2. To Confirm the Resolutions held on 24.3.2023
3. To scrutinize the student ratio of each course.
4. To analyze the statistics pertaining to the admissions such as number of B-category admissions sold and no of students admitted.
5. Steps to take coordinate with the Management, Principal, Staff and the Parents.
6. Any other point with the permission of the Chair.

**MEMBERS PRESENT:**

Sl.No	Name of the Person	Designation	Position	Signature
1.	Dr. T. Jaya Chandra Prasad	Principal	Chairman	
2.	Dr.D. V Ashok Kumar	Director of Admin	Member	
3	Dr.J. Sofia Priyadharshini	HOD ECE	Member	
4	Dr. V. Naga Bhaskar Reddy	HoD, EEE	Member	
5	Dr. K. Subba Reddy	HoD, CSE	Member	
6	Dr. Gopu Sreenivasulu	HoD, CE	Member	
7	Dr. K. Tirupathi Reddy	HoD, ME	Member	
8	Dr. N. Ravi	HoD, Physics	Member	
9	Dr. A. Balakrishna	HoD, Chemistry	Member	
10	Dr. K.V. Suryanarayana Rao	HoD, Mathematics	Member	
11	Dr. P. Kousar Basha	HoD, English	Member	



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12	Dr.S. Sowjanya	HoD, Management Studies	Member	
13	Dr.D. Satyanarayana	Controller of Examination	Member	
14	Dr.M.Sudheer Kumar	Placements Officer	Member	
15	Dr.G.Kishore Kumar	HOD AI&ML	Member	
16	Dr.B.Bhaskar Rao	HOD DS	Member	
17	Dr.R.Kaviarasan	HOD CS	Member	

**RESOLUTIONS:**

**It is resolved to:**

1. Approve the minutes of the previous meeting (The minutes were read and approved).
2. Give wide publicity for admissions in the form of pamphlets, banners, setting up holdings and advertising in NEWS papers and local channels.
3. To ensure the smooth admission process without causing inordinate time delays.
4. Maintain the administration statistics and enquiry registers by authorities.
5. The meeting concluded with thanks to the Chair.

  
**CHAIRMAN**  
**(Admission Committee)**

**Dr. T. JAYACHANDRA PRASAD**  
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**CIRCULAR**

**Date:** 19.03.2025

All the members of the **Admission Committee** are hereby informed that a meeting of the committee will be held on **24.03.2025 (Monday)** at **11.00 a.m.** in the **Civil Gallery**. The meeting is convened to discuss matters related to the admission process for the forthcoming academic year.

All committee members are requested to attend the meeting on time and actively participate in the discussions.

**Copy to:**

1. All directors
2. All HODs
3. All Committee Members

**PRINCIPAL**

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**ADMISSION COMMITTEE MEETING**

Academic Year : 2025-26  
Date of the meeting : 24.03.2025  
Venue : Civil Gallery  
Time : 11.00 AM

**MEETING AGENDA:**

1. To Confirm the minutes of the previous meeting.
2. To scrutinize the student ratio of each course.
3. To analyse the statistics pertaining to the admissions such as number of B category admissions sold and no of students admitted.
4. Steps to take coordinate with the Management, Principal, Staff and the Parents.
5. Any other point with the permission of the Chair.

**MEMBERS PRESENT:**

Sl.No	Name of the Person	Designation	Position	Signature
1.	Dr. T. Jaya Chandra Prasad	Principal	Chairman	
2.	Dr.D. V Ashok Kumar	Director of Admin	Member	
3	Dr.J. Sofia Priyadharshini	HOD ECE	Member	
4	Dr. V. Naga Bhaskar Reddy	HoD, EEE	Member	
5	Dr. K. Subba Reddy	HoD, CSE	Member	
6	Dr. Gopu Sreenivasulu	HoD, CE	Member	
7	Dr. K. Tirupathi Reddy	HoD, ME	Member	
8	Dr. N. Ravi	HoD, Physics	Member	
9	Dr. A. Balakrishna	HoD, Chemistry	Member	



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10	Dr. K.V. Suryanarayana Rao	HoD, Mathematics	Member	
11	Dr. P. Kousar Basha	HoD, English	Member	
12	Dr.S. Sowjanya	HoD, Management Studies	Member	
13	Dr.D. Satyanarayana	Controller of Examination	Member	
14	Dr.M.Sudheer Kumar	Placements Officer	Member	
15	Dr.G.Kishore Kumar	HOD AI&ML	Member	
16	Dr.B.Bhaskar Rao	HOD DS	Member	
17	Dr.R.Kaviarasan	HOD CS	Member	

**RESOLUTIONS:**

**It is resolved to:**

1. Approve the minutes of the previous meeting held on 18.03.2025.
2. Give wide publicity for admissions by distributing pamphlets, banners, setting up holdings and advertising in NEWS papers and local channels.
3. To ensure the smooth admission process without causing inordinate time delays.
4. Maintain the administration statistics and enquiry registers.
5. The meeting concluded with thanks to the Chair.

**Chairman  
(Admission Committee)**

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