

**Government of Andhra Pradesh  
Commissionerate of Collegiate Education**

**Academic & Administrative Audit of Degree Colleges (2018-19)  
Format-I (Institutional Data)**

**Zone : II**

**District : East Godavari**

**AISHE CODE:C-24448**

**COLLEGE PROFILE**

1	Name of the College	Government Autonomous College, Rajamahendravaram		
	URL of Website	<a href="http://www.gcrjy.ac.in">www.gcrjy.ac.in</a>		
	email	<a href="mailto:gcrjy1853@gcrjy.ac.in">gcrjy1853@gcrjy.ac.in</a>		
	Phone number	0883-2475732		
2	Name of the Principal, email & Mobile Number	Dr. R. David Kumar Swamy, rdavidkumar1729@gcrjy.ac.in, 9948121713		
3	Name of the Vice-Principal, email & Mobile Number	K. Anjaneyulu, academiccellgcrjy2015@gmail.com, 9703897999		
4	Name of the IQAC Coordinator, email & Mobile Number	Dr. A. Alimelu Annapurna, iqac@gcrjy.ac.in, 8978737858		
5	Year of Establishment & details of land available if any	1853, 46 acres		
6	Affiliating University & College Code assigned by University	Adhikavi Nannayya University, C-24448		
7	NIRF Rank			
8	Previous Grade of the College in Academic Audit	A		
9	NAAC Grade with Cycle, Accredited Year & CGPA ( Status of preparation if not Accredited)	III - Cycle -2019, Peer Team Visit Scheduled on March 11-12, 2019		
10	Affiliation certificate (Permanent/Temporary)	Temporary		
11	UGC Recognition (2f & 12 B) (Scanned certificate is to be sent)	Yes		
12	College Working Hours (if shift system mention details of both shifts & give reasons for shift system)	10 AM- 5 PM		
13	No. of Posts Sanctioned:152	Regular Working:51	Contract:29	Guest:86

14	Course wise & year wise Students strength particulars (Proforma enclosed)	total 4092 detailed proforma enclosed		
<b>I-CURRICULAR ASPECTS</b>				
	<b>Item</b>	<b>Status ( Give Details, not just Yes/No)</b>	<b>Impression of Academic Advisor along with grade A(Good)/B(Satisfactory)/C (poor) after Observation</b>	<b>Recommendation/Suggestions by Academic Advisors</b>
15	Implementation of Annual Institutional Plan	Annual Institutional Plan is Prepared by Consolidating the Departments plan of Action and Implemented	<b>A</b>	
16	Departmental Annual Curricular Plans	<b>prepared by including Pedogogical Methods and evaluation in the beginning of the Semester</b>	<b>A</b>	
17	Whether the above two circulated among Students?	<b>manual copies are made available at the departments and in the college website for studfents reference.</b>	<b>A</b>	
18	College Activity Register 2018-19	Maintained and uploaded in the college website	<b>A</b>	
19	College Calendar/College Magazine	College pulishes annual calendar and magazines	<b>A</b>	
20	Record of review of		<b>A</b>	
21	Add-on Courses (Department-wise) completed during 2017-18	Department wise Add-on courses registers is maintained	<b>A</b>	
22	Add-on Courses (Department-wise) in 2018-19	26 courses	<b>A</b>	
23	Coverage of Syllabus (Average Percentage)	An average 60-75% of syllabus covered for the even semesters	<b>A</b>	
24	Teaching of Value added courses (Foundation Courses)	Trained faculty are engaged in handling foundation courses	<b>A</b>	
25	No. of New UG & PG Courses introduced in 2018-19	UG -10 Programmes	<b>A</b>	
26	Maintenance of Student Attendance Registers including Biometric Attendance	Maintained	<b>A</b>	
27	Whether feedback on curriculum was obtained from stake holders and analysed	feedback on curriculum was obtained from stake holders and analysed	<b>A</b>	

28	Whether Online courses introduced	being proposed to be introduced in 2019-20	B	The college may initiate on line courses as the college has the potential to start.
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>				
29	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018-19	Details tabulated in Annexure - I	A	
30	Social-economic status of students enrolled(Group wise and Year wise) in 2018-19	Details furnished as Annexure II	A	
31	Demand Ratio (Group wise)	Data furnished in Annexure III	A	
32	Percentage of differently abled students (Divyangjan) on roll	11, 0.22%	A	
33	Percentage of full time teachers against sanctioned posts in 2018-19	169, 100%	A	
34	Student - Full time teacher ratio	24:1 ratio	A	
35	Student Profile as per prescribed reservation	Student Admissions are made as per the prescribed reservations	A	
36	Number of days from the date of last semester-end/ year-end examination till the declaration of results in 2018-19	38 days	A	
37	The number of classes (per week) taken by the Principal	5 classes per week	A	
38	Teaching Diaries & Teaching Plans in Prescribed Formats	Teaching Diaries & Teaching Plans in Prescribed Formats are maintained	A	
39	Use of ICT in teaching and learning	ICT is used in teaching and learning process	A	
40	No. Of Virtual Classes presented	21	A	
41	No. Of Virtual Classes attended	42	A	
42	Use of Digital Classes in Teaching Learning Process	3 digital classes are made use in teaching learning process	A	
43	No. Of Mana TV lessons presented by Faculty	10	A	
44	No. Of lessons in LMS portal by Faculty ( MOODLE)	65	A	
45	Use of ICT evaluation Tools (Plickers, Kahoot etc.)	Plickers, Kahoot etc. are used for evaluation.	A	
46	No. Of Videos prepared / presented through Presentation tube	40	A	

47	No of TOTs conducted on ICT tools in Teaching	1	<b>A</b>	
48	Average daily attendance in the Biometric devices from last one month	65%	<b>A</b>	
49	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	All 169 teachers are using LMS, E-learning resources etc in the college.	<b>A</b>	
50	Co-Curricular Activities ( College level)	The College organized 26 guest lectures, consumer right awareness campaign during 2017-18. All departments organized quiz competitions, essay writing and other co-curricular activities besides usual assignment and group discussion activities.	<b>A</b>	
51	Seminars/conferences/workshops organised in 2018-19	Eighteen Seminars/conferences/workshops organised in 2018-19	<b>A</b>	
52	Academic Competitions ( College Level & Above)	five fests have been organised at College Level & Above	<b>A</b>	
53	Conduct of Internal Examinations-Internal assessment	Internal examinations are conducted coursewise thrice and the sum of the best two is considered for 20 marks CIA.	<b>A</b>	
54	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018)	Teacher wise result analysis is made by departments and subject wise is made at college level.	<b>A</b>	
55	Pass percentage of students (Group wise) in 2018-19	B.A.- 77% , B.Sc.,- 71% , B. Com.- 63.6%	<b>A</b>	
56	Percentage of students undertaking field projects / internships	21%	<b>A</b>	
57	Remedial Classes	Remedial coaching is a regular feature in all the departments	<b>A</b>	
58	Conduct of Bridge course	Bridge Classes	<b>A</b>	
59	Feed back on Teachers by Students and its analysis	Feed back on Teachers by Students and its analysis is collected and forwarded for action.	<b>A</b>	
60	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	<b>A</b>	

61	No of Mana TV Special Live Programmes by Faculty/Students	6	A	
62	No. Of registrations on MOOCS platform : a) Teachers b) Students	a) 80 b) 780	A	
63	No. of course completion Certificates obtained by teachers through MOOCs platform	a) 4	A	
64	No of course completion Certificates obtained by students through MOOCs platform	a) 1	A	
65	Other ICT initiatives if any ( Swayam, Swayam Prabha - DTH( Direct To Home), or Down loaded lessons)	all NPTEL e resources downloaded and 600 swyam prabha videos downloaded and made available	A	
66	Students' Grievances/Redressal (Examination Cell) Report	8	A	
67	Automation details of Exam Cell	100%	A	
68	Student Satisfaction Survey	Student Satisfaction Survey is obtained online	A	
<b>III-RESEARCH, INNOVATIONS AND EXTENSION</b>				
69	Is the College a Recognized Research Centre	The college is recognized Research Centre	A	
70	Policy for Promotion of Research (A)	the college has a policy for promotion of research	A	
71	Institutional Seed money for Research	the college has provided 11.9 lakhs towards seed money for Research	A	
72	No. of Research Guides in the College	16 faculty members are recognized as research supervisors	A	
73	No. of Research Scholars working for M.Phil & Ph. D	12	A	
74	Rsearch Projects funded by Govt/Other Organisations	1. MRP, 1 Major ongoing	A	
75	Major/Minor/Other Research Projects a) Completed in this year b) ongoing	ongoing 2	A	<b>the college may strive to procure more projects</b>
76	Code of Ethics/ Plagiarism software	Code of Ethics/ Plagiarism software (open source) are available	A	
77	Research Papers/Chapters Published in 2018-19 ( SCOPUS, Web of Science ,ISBN/ISSN, ICI )	18 Reseaerch Papers and 04 books with ISBN	A	
78	Papers Presented in 2018-19 (International/ National/ State )	06/12/16 = 34	A	

80	Books Published in 2017-18 ( Single Author/ Co Author)	40	A	
81	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State )	18 National, statelevel seminars/workshops	A	
82	No. Of teachers registered in ORCID / VIDWAAN	32	A	
83	Bibliometrics details	Institution h-Index-5.1, Citations 222 and i10-Index-6	A	
84	Consultancy Policy	the college has a consultancy policy	A	
85	Record of Consultancy in 2018-19	available with departments and on website	A	
86	Whether the Institution has created an ecosystem for innovation/Start ups including incubation centre and other initiatives for transfer of knowledge	yes, the institution has an established centre for innovation, incubation and entrepreneurship	A	
87	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	in the month of April 2018, national level workshop on IPR was conducted.	A	
88	Record of MoUs in 2018-19 (MoUs to be signed on stamped legal documents	20	A	
	Collaborations for Research/Faculty Exchange/ Student Exchange (Attach MoUs/Linkages)	19	A	
89	Record of Subject/Department Related Extension Activities	available with departments and on website	A	
90	Number of extension programmes conducted (apart from NSS/NCC) in the neighbourhood community to sensitize the students	15	A	
91	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	20	A	
92	Details of students participating in extension activities with Government Organisations, Non-Government Organisations, Gender Issues, UBA etc.	4092	A	
<b>IV. INFRASTRUCTURE AND LEARNING RESOURCES</b>				
94	Number of Class rooms, Labs and computing equipment	class rooms: 104, labs:40, computing equipment: 412	A	

95	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	A state of the art gymnasium is existing in the college. The college has a garden fitness 9 station gym as well as 12 station gym. Two play grounds supporting different games and sports with acreage of 25 acre supporting courts are catering to the needy in the campus. A rehearsal room with musical equipment in the department of fine arts is functioning in the college.	<b>A</b>	
96	Classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	104 classrooms, 40 laboratories, 20 Seminar/conference hall are ICT facilitated. There are 5 VC, 3- DC and 1 Studio.	<b>A</b>	
97	Women's Waiting Hall	2 women's waiting rooms	<b>A</b>	
98	No. Of Toilets : i) Staff - a) Men b) Women; ii) Students - a) Men b) Women c) Differently abled	1) Staff- 10, Men -4, Women - 6, 2) Students - a) Men - 40, women - 50, disabled - 4	<b>A</b>	
99	Budget allocated for infrastructure augmentation (CA certified statement)	2017-18 - 200 lakhs	<b>A</b>	
100	Library is automated using Integrated Library Management System & NDL	yes the library is automated using ILMS SOUL2.0. inflibnetand UNICODE software. .	<b>A</b>	
101	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	the college has rare books and reports collections dating back to 1800 and 1900 period editions	<b>A</b>	
102	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases (Give website URL)	the college has rare books and reports collections dating back to 1800 and 1900 period editions	<b>A</b>	
103	Expenditure for purchase of books and journals in 2018-19 (CA Certified statement)	2017-18: 3,74,555	<b>A</b>	
104	Percentage per day usage of library by teachers and students including Logins for INFLIBNET/NLIST	100%	<b>A</b>	

105	IT Facilities a) English Language Lab b) JKC Lab c) Computer Labs d) APSSDC Lab e) Student Computer Ratio f) Wi-fi enabled campus e) Media Centre / Studio	a) English language lab- available b) JKC Lab- c) Computer Labs d) APSSDC Lab e) Student Computer Ratio f) Wi-fi enabled campus e) Media Centre / Studio	<b>A</b>	
	Bandwidth of Internet Connections with details	660 Mbps	<b>A</b>	
106	AMC details if any	AMC Available for Equipment	<b>A</b>	
107	Insurances covered for infrastructure if any	nil	<b>A</b>	
108	Expenditure incurred on a) Newly established b) maintenance of facilities (Classrooms, Equipment,sports, Auditorium & seminar halls etc.) excluding salary component	2017-18 - 200 lakhs	<b>A</b>	
110	Established Systems & Procedures for maintenance of Classrooms,Labs and academic support facilities	Established Systems & Procedures for maintenance of Classrooms,Labs and academic support facilities are available	<b>A</b>	
<b>V-STUDENT SUPPORT AND PROGRESSION</b>				
111	Average percentage of students benefited by scholarships by the Government in 2018-19	<b>64%</b>	<b>A</b>	
112	Average percentage of students benefited by scholarships by the Institution in 2018-19	less than 1 %	<b>A</b>	
113	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2018-19	100%	<b>A</b>	
114	Average percentage of placement of outgoing students in 2018-19	23%	<b>A</b>	
115	Student grievances Structure, redressal mechanism & Periodicity	Studentgrievances cell is active and during the year 4 cases were solved	<b>A</b>	
116	Number of capability enhancement and development schemes conducted (like Training for Competitive Exams, Career Guidance, Remedial coaching etc.)	12nos. Career guidance and coaching through JKC, Remedial classes are conducted at departments.	<b>A</b>	
117	Percentage of student progression to higher education	28%	<b>A</b>	



118	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,)	3.20%	<b>A</b>	
119	Number of awards/medals for outstanding performance in sports/cultural activities	10	<b>A</b>	
120	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	the college has an active Student Council & representation of students on academic & administrative bodies/committees of the institution	<b>A</b>	
121	Records of significant achievements in Sports & Games	record of significant achievements in sports & games are available	<b>A</b>	
122	Number of sports and cultural activities / competitions organised in the Institution in 2018-19	10	<b>A</b>	
123	Feed back from Employees on Online Web Job Portal, APSSDC( AP State Skill Development Corporation),SSC (Skill Sector Council)	Feed back from Employees on Online Web Job Portal, APSSDC( AP State Skill Development Corporation), SSC (Skill Sector Council)	<b>A</b>	
124	Alumni contribution in 2018-19 (In Rs) (CA audited statement)	Rs. 10, 78, 000/-	<b>A</b>	
125	Number of Alumni Association /Chapters meetings held in 2018-19	6 meetings	<b>A</b>	
126	Number of industries identified & mapped locally for Internships/Placements	15 industries have been identified for placements. And	<b>A</b>	
127	MOU - SSC Organisations	20 MOUs are functional	<b>A</b>	
128	Maintenance of JKC facilities & records	JKC records and facilities are well maintained	<b>A</b>	
129	Record of Student trained and placed in JKC	Record of Student trained and placed in JKC are maintained	<b>A</b>	
130	Record of Anti Ragging cell	Anti Ragging cell is active in the college	<b>A</b>	
131	Record of Women Empowerment Cell (WEC) No.of Times reviewed ? No.of activities conducted ?	Record of Women Empowerment Cell (WEC) No.of Times reviewed ? No.of activities conducted ?	<b>A</b>	

132	Record of Internal Complaints Committee(ICC) Committees constituted or not ? No.of Times reviewed ? No.of Complaints filed ?	grievances cell is functioning. Reviewed fortnight. 2 complaints	<b>A</b>	
133	Maintenance of drinking water (R.O.Plant)	five RO plants are installed and maintained	<b>A</b>	
134	Maintenance of sanitation	Sanitation is well maintained	<b>A</b>	
135	Number of awards and recognition received for extension activities from Government/ recognised bodies	2 Awards for Swaacha Bharat from AP & GOI	<b>A</b>	
136	No.of Executive Development Programms (EDP) conducted	one on DIGITAL initiatives	<b>A</b>	
<b>VI-GOVERNANCE AND LEADERSHIP</b>				
137	Staff Council Register	staff council register is maintained	<b>A</b>	
138	Functioning of Committees in Administration ( Minutes of meetings)	the minutes of various administrative and academic committees is maintained	<b>A</b>	
139	Awards/Achievements	nil	<b>B</b>	<b>the college may be identified for award</b>
140	Use of ICT in Governance	ICT is used in admission process, examinations, library, and office functioning.	<b>A</b>	
141	Implementation of CFMS / PFMS	CFMS is implemented	<b>A</b>	
142	Number of RTI issues addressed	<b>6 - addressed</b>	<b>A</b>	
143	Perspective/Strategic plan and deployment documents	Perspective/Strategic plan and deployment documents is available	<b>A</b>	
144	Organizational structure of the Institution	Organizational structure of the Institution is available	<b>A</b>	
145	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	the college implements e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination.	<b>A</b>	
146	Percentage of teachers provided with seed money financial support to attend conferences / workshops and towards membership fee of professional bodies in 2018-19	all teachers are provided with seed money to attend conferences / workshops and towards membership fee of professional bodies in 2018-19 to date 4 faculty are provided with	<b>A</b>	more number of faculty may be encouraged to participate in conferences / workshops and take membership of professional bodies

147	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2018-19	one on DIGITAL initiatives for teaching faculty and one on computers basics for non-teaching staff	<b>A</b>	
148	Percentage of teachers attended professional development programs(Faculty Development Programme, Orientation Program, Refresher Course, Short Term Course, Post Doctoral Fellowship etc.) in 2018-19	ten staff members attended induction programme, two staff members attended training programme on e office,	<b>A</b>	
149	No. Of faculty undergone / attended: FDP, PDF, OC, RC, Short Term Course, other Trainings if any.	12 faculty members have undergone shortterm courses conducted off campus and 169 faculty members have undergone training on digital initiatives conducted by IQAC and 41 Non-teaching staff have attended basics computer training programme organised for 4 days on campus.	<b>A</b>	
150	Funds / Grants received from non-government bodies, individuals, philanthropists in 2018-19	Rs. 10, 78, 000/- is received from philanthropist who is an Alumnus of the college.	<b>A</b>	
151	Average number of quality initiatives by IQAC for promoting quality culture per year	Three programmes were initiated one training programme on computers for non-teaching staff, one on digital initiatives for teaching staff and one week programme for student education and empowerment activities SWEEA-2k19	<b>A</b>	
152	Participation in NIRF-2018, If participated mention rank below 200	participated in NIRF Ranking-2018	<b>A</b>	
153	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	IQAC maintains records for Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc.	<b>A</b>	
154	Decentralisation and Participative Management Procedure	there are 70 committees to assist in academic and administrative activities of management	<b>A</b>	
155	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	the college implements e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination.	<b>A</b>	

156	Teachers attending OC /RC/FDP		<b>A</b>	
157	Performance appraisal system for Teaching and Non-Teaching Staff	The performance appraisal for teaching staff is made in the formats designed for the purpose and non-teaching staff is appraised through their currents	<b>A</b>	
158	Strategies for Mobilisation of Funds	the college mobilises funds from philanthropists and alumni association. This year fund to the extent of 3 lakhs is collected and donated for kerala flood affected through collector.	<b>A</b>	

159	Funds /Grants received from non-government bodies and philanthropists (CA Audited statement)	Rs. 10, 78, 000/- is received from philanthropist who is an Alumnus of the college.	A	
<b>VII-INSTITUTIONAL VALUES AND BEST PRACTICES</b>				
160	<b>Social Responsibility:</b> Programs such as Nava Nirmana Deeksha, Grama Darshini, Jnana Bheri, Swachh Bharat, ODF, Aids Awareness, Janmabhumi, Vanam Manam etc.	the college has actively participated in Programs such as Nava Nirmana Deeksha, Grama Darshini, Jnana Bheri, Swachh Bharat, ODF, Aids Awareness, Janmabhumi, Vanam Manam etc.	A	
161	<b>Gender Equity Promotion Programmes and facilities to address gender Sensitivity</b>	gender equity programmes are organised through WEC and 24/7 security, grievance redressal cell, SHE Teams, cc surveillance are the facilities to address gender sensitivity	A	
162	Green Practices(plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc.)	The college has green practices viz., plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc. green audit is also conducted.	A	
163	Percentage of power requirement of the Institution met by the renewable energy sources (solar panels)	15.39%	A	
164	Waste Management steps taken	vermi compost unit,	A	
165	Rain water harvesting structures and utilization in the campus	three rain water harvest pit are dug in a scientific manner measuring 6x6x6 in the campus	A	
166	Facilities for Differently abled (Divyangjan) (ramp, railings scribe for examination etc.)	Divangans are provided with scribes, wheel chairs,	A	
167	Record of best/innovative practices by the institution	record of best practices is maintained at department level and institutional level.	A	

168	College Activity Register 2018-19 & Hard Copy of AQAR 2017-18 ( should be available with the Principal & Placed in College Website )	College Activity Register is available with IQAC & Principal	College and departments are maintaining Activity Register - A	
	The number of classes(per week) taken by the Principal	Principal is taking 5 classes per week	A	
169	Research projects/Publications/ study material developed in 2018-19 by the Institution( Should be available in college website )	College is actively engaged in Research. Students are provided with study material through social media and blogs	Good number of publications are there by certain departments particularly Physics, Chemistry and Commerce - A	Other departments may be encouraged to publish papers in peer reviewed journals
170	Initiatives taken to engage and contribute to local community	Good number of awareness programs are conducted by the college for the benefit of the local community	Community service by the college is very good - A	
171	Code of Conduct Book for Principal/Staff/Non Teaching and Students	Available. The College has nearly 14 policies	College has adopted different policies and placed on the College website - A	
172	Display of Core Values	Core values are displayed in all the blocks of the College	All the blocks have the display of core values and the same have been communicated to the students through students handbook- A	
173	Activities to increase consciousness about National Identities and symbols/Fundamental Duties and Rights	Various activities have been conducted to increase consciousness about National Identities such as Voters day, Consumers day etc.	College has been conducting various activities to increase consciousness about National Identities and maintaining record- A	
174	Human values and Professional Ethics are reflected in the curriculum and the Institution offers a course	Yes, HVPE are reflected curriculum of certain programs. A Foundation Course is running in Colleges on HVPE	Certain courses have included HVPE in Curriculum and HVPE is a Foundation Course in the College	

175	Institutional and Departmental Best Practices	All the departments have their own best practices besides the College best practices such as 1) Student Centric Pedagogy 2) Adoption of 5 Villages under NSS and 5 villages under UBA Program	Departments have best practices and college has strictly implementing stated best practices -A	
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**College Grading - A**

		<b>Name, Address, Contact No. &amp; Signatures of Academic Advisors</b>
	<b>Name &amp; Signature of the Principal with date</b>	1
		2
	<b>Name &amp; Signature of the Vice-Principal with date</b>	3

Note: the Format is to be filled by the Principal and submitted to the Academic Audit Team.