

PAAVAI ENGINEERING COLLEGE

(Autonomous)

Pachal, Namakkal – 637 018

Date: 05.04.2022

CIRCULAR

All members of the Admission Committee are requested to attend a meeting scheduled on 08.04.2022 at 10.00 AM in the Admission office to discuss matters related to admissions for the academic year 2022–2023.



PRINCIPAL

Copy to:

The Director-Admissions

The Director-Admin

Admission Committee members

Admission File

PAAVAI ENGINEERING COLLEGE

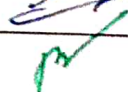
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Minutes of Admission Committee Meeting

The Admission committee meeting was conducted on 08.04.2022 for the Academic year 2022-2023 at 10.00 am in Admission Office. The following Points were discussed:

1. The committee members unanimously agreed on the need to publicize the college's credentials in the surrounding districts.
2. It was decided that the college should reach out to the public for UG and PG admissions by distributing pamphlets, putting up banners, installing hoardings, and advertising in local newspapers and neighboring districts.
3. The Principal instructed the admission panel members to be fully knowledgeable about the eligibility criteria for granting admissions into each UG course based on the subjects chosen in the higher secondary curriculum.
4. The Principal emphasized that during the admission process, either the father or mother should accompany their wards for enrollment.
5. The Principal reiterated that during admission, the code of conduct for students should be clearly communicated to both the parents and the candidate.
6. The Principal suggested that the admission panel members inquire with parents from out-of-town if they require hostel facilities for their wards.

Members Present

S.No	Name of the Member	Position	Sign
1	Mr.K.Senthil	Director Admissions	
2	Dr.M.Premkumar	Principal	
3	Mr.M.Mohan	Head – Admissions	
4	Dr.B.Kishok Kumar	In-Charge admissions	