



OFFICE OF THE PRINCIPAL  
**UDAYANATH AUTONOMOUS COLLEGE OF SCIENCE & TECHNOLOGY**  
PRACHI JMANAPITHA,  
AT/PO : ADASPUR, DIST : CUTTACK

Ph. 0671 - 2605408, E-mail : adaspurcollege@gmail.com, Website : www.udayanathcollege.org.in

## Vision and Mission

**"Let us create history, Let somebody else write it" - Netaji.**

Nestled in the lap of eastern Odisha, the Udayanath Autonomous College of Science & Technology, At-Prachi Jmanapitha, Po- Adaspur, Dist -Cuttack has taken long strides to reach its destination – a holistic approach to life through meaningful education. The history of the college reflects the history of a progressive rural area – the socio economic and cultural life of the location and the history of delivering true education to the common people. The college owes its origin to 1982 when it made only a non-formal appearance in the name of Prachi Mahavidyalaya under the roof of Prachi Academy in the vicinity with Arts at the higher secondary level. Yet it was rendered rudderless owing to the lack of patronage. Under the dynamic leadership of B.J. Tripathi-Kasungu, former Member of Parliament (L.S), educationist and social thinker of our times and the generous and noble financial contribution made by the late Udayanath Sahoo of the locality, the college managed to weather the difficulties. Named after the patron as Udayanath College of Science & Technology, the college was transferred to its own building at Prachi Jmanapitha (the present site) on 3 December 1986. The other two streams of Science and Commerce at the H.S. level were introduced and all the three streams were accorded official recognition and affiliation together in 1987. Seated on a stretch of 30 acres of land at Prachi Jmanapitha of Adaspur village, the college stands on the holy river Prachi, close to Kendra, the birth place of the renowned classical poet JAYADEV.

To fulfil the cherished dream of the people for higher education, undergraduate courses were opened in Arts in 1991, Science in 1993 and Commerce in 1993. Humana teaching facilities were introduced in Economics, Political Science, History, Odia, Physics, Chemistry, Mathematics, Botany and Zoology in 1995; Accounting and Management in 2002, English and Education in 2003; Psychology and Sanskrit in 2004, Philosophy in 2005, Library Science and Computer Science in 2007. It has got the pride of being the only college in the state having the teaching department of Women's Studies honours in Arts since 2010, carrying the total number of honours teaching subjects to 23 streamwise 14 under Arts, 8 under science and Commerce at present. The New Honours subjects like

Sociology, Hindi, Geology, Geography and Statistics are opened subsequently. Post graduate teaching in Odia was started in 2009 adding a new chapter to the academic history of the college. The Post Graduate teaching programme in Commerce was started in the academic session, 2011-12 to further fortify the flagship stream of the college. This apart, self-financing courses BCA and BBA were launched in 2008 and 2009 respectively to fulfil the need for technical and job-oriented education among the youths seeking higher education. Teaching in two other demanding subjects B.Sc. ITM and MFC, a Post Graduate Programme has been started since 2010-11. PG course in Physics, History, Philosophy and English was started in 2012-13. PG course in Mathematics, Pol. Sc., Economics and Clinical Psychology was introduced from the session 2017-18. PG courses in Chemistry, Botany, Zoology, Education, Sanskrit, Hindi, & Sociology are introduced in the year 2019-20. The commencement of a new year heralds the advent of some important scholastic achievements. The college is affiliated to UTKAL UNIVERSITY and to the UHSI, Odisha. It was included in 12-B and 2F under the UGC Act on 17 and 22 December 2003 respectively. The college was accredited B+ scoring 78.5% marks by the National Assessment and Accreditation Council (NAAC) w.e.f 26.02.2006 for five years. The College merited to be accorded the coveted status of AUTONOMY by the UGC in January 2009. The college is accredited by NAAC with Grade B in the second cycle in the year 2014. Autonomy status is extended by UGC till 2023. The award of the status of Autonomy is a great milestone in the glorifying history of the institution. The massive infrastructure owned by the college is the cause of envy and admiration. It has in its proud possession Arts Block, Science Block, Commerce Block, Administrative Block, Academic Block and an imposing three storied octagonal library building block equipped with all modern facilities with Lord Ganesha taking the centre stage on its ground floor, Frack, Gyanikhana & Stadium built over an area of 11 acres of land, 3 Girls Hostels, 3 Ladies Hostels, Principal's Quarters, Staff Quarters, Pump House, Cycle Shed, Canteen etc add to the ever accumulating innumerable assets of the college. The college installed a 125 KVA DG set on 12.07.10 and 250 KVA DG set in the year - 2016 to ensure 24-hour supply of electricity in the premises. The Saraswati temple in the premises was consecrated in a specially strangled religious ceremony by Sri Sri Pragyanandaji Maharaj on the auspicious occasion of 24 June 2010. The lush delicate gardens and lawns around the college beautify the landscape, maintain ecology and create an ambience congenial to exploiting its potential.

The campus also includes sports and recreational facilities including a Sports Complex that includes basketball courts, badminton courts, table tennis court, football ground, volleyball ground, Hand ball court, Kho-Kho ground, cricket field and swimming pool. The campus is Wi-Fi enabled, with 24x7 connectivity.

Our academic blocks are well maintained and fully furnished spacious classrooms, five smart class room, one Multipurpose hall with air conditioner and one conference hall.

# VISION

“Words Illuminate the World”

To flourish as a premier institute of higher learning in an ambiance conducive to promote innovative ideas and best practices in teaching, learning, research, extension, examination, and outreach activities among the rural youth to enhance their quality of life by identifying the rural needs and to cater to the rural demands with all sorts of efforts hearty and with theistic believe and provide opportunities for them to realize their full potential that embraces civility, respect, and trust.

# MISSION

- To provide meaningful education, environment, opportunities and experiences that enable, more particularly, rural students to develop themselves as good, well-rounded, and creative individuals.
- To develop Scientific Temper and Critical Thinking with the inculcation of values of discipline, hard work and team spirit that makes them joyful and access to it.
- To impart quality education for the development of an enlightened, socially-conscious, knowledgeable, cultured, cohesive, progressive and skilled communities.
- To enable students for meaningful and contented lives and work-roles, and economic independence with ethical and constitutional values, intellectual curiosity, and spirit of service.

# Assignments





NOTICE NO. 42 / DATED : 1.8.18

**ASSIGNMENT OF CO-CURRICULAR ACTIVITIES – 2018-19**

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
1	Secy. Staff Council	Prof. L. Mishra, HOD, Eco.
2	Vice Principal	Prof. L. Mishra, HOD, Eco.
3	Administrative Bursar	Prof S.K.Mohanty, HOD, Phy
4	Officer I/C UGC	i. Prof B.K.Nayak, HOD, Philosophy ii. Mr. A. Dixit, Phil.
5	Officer I/C NAAC	i. Dr. K. Pradhan, Eco. ii. Dr. B. Das, Zool
6	Accounts Bursar	Mr. A.K.Nayak, HOD, Chemistry
7	Coordinator IGNOU	Mr. Arjuna Rauta. Lect. In Philosophy
8	Academic Bursar Arts	Mr. B.N. Satapathy, HOD History ii. Dr. P.K. Choudhury, Odia iii. Mr B.P. Biswal, Eng. iv. Dr. P.K. Panda, Sans. v. Mr. Arjuna Rauta, Phil.
	SC	i. Mr. G.C. Mohanty, HOD, Zool ii. Mr. P.K. Samal, HOD, Math
	Com	i. Mr. A.K. Swain HOD, Com
	Self Finance	i. Mr S. Malla, HOD, B.Sc. ITM ii. Mr. R.R. Mishra, HOD, BBA
9	Proctorial System Chief	Chief Dr. B. Parhi, HOD Odia i. Mr. N. Pradhan , Pol.Sc ii. Mrs. C. Das, Phil iii. Mrs. M Barik, Math iv. Miss. L.Parida, Zool v. Mrs. N. Mohapatra(Com) vi. Mrs. S. Mishra, Com
10	Time Table Arts	Dr. P.K. Choudhury, Odia Dr. K. Mishra, Odia
	Sc	Dr. N.K. Sahoo, Chem

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
	Com	Mr. B.P. Mohapatra, Phy Mr A.K. Swain, HOD, Com
11.	Officer I/C NCC(Boys) NCC(Girls)	Mr. M. C. Parida, Com Lt. C. Indrasingh, HOD, Pol. Sc
12.	Office I/C NSS(Boys) (+3)	i. Mr. M. C. Sahoo, Com ii. M.K. Mohapatra, Math
	Ladies	i. Dr. P. Panda, Odia ii. Miss A. Patra, MFC
13.	Officer – YRC	i. Miss. A.Patra MFC iii. Miss. R. Rout (Comp. Sc) iv. Mr. R.Rath (Hist) v. Mrs S. Panda, Phy
14.	Rovers & Rangers	i. Mrs. N.Mohapatra (Phy) ii. Mr. P. Mohanty (Eng)
15.	IQAC	Principal, Chairman, Ex-officio Vice – Principal Coordinator – Dr. K. Pradhan, Eco Sj. T. Kanungo, President, GB Dr. B. Mohanty, Member, GB Prof. P.B. Tripathy, Memebr, GB Dr. B.Parhi ,HOD, ODIA Mrs K. Pattnaik ,HOD, Bot Mr. A.K.Nayak ,HOD, Chem Mr. P.K. Samal , HOD, Math Mr. G.C Mohanty ,HOD, Zool Mr. S.K. Mohanty ,HOD, Phy Mr. A.K. Swain ,HOD, Com
16.	Construction Committee	Principal, Chairman, Exofficio Dr. B.Mohanty, Member, GB Sj. B.Routray Member, GB Er. D. Mohapatra, Civil Mr. M.C. Parida, Com
17.	UGC Construction Committee	Principal Vice – Principal Director, CDC

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Er. D. Mohapatra, Engineer, Civil
		Er. D.P. Mohapatra
		Er. T.P. Dhal, Architect
		Dr. P.K. Pradhan (Hist)
		Mrs. K.Pattnaik (HOD, Bot)
		Mr. A.K.Nayak, Account Bursar
		Mr. B.K.Nayak, UGC Officer
		Mr. A.K.Swain, HOD, Commerce
		Director, CDC
		Er. H.K. Sahoo, Engineer, Civil
		Er. D.P. Mohapatra
		(SDO, Irigation)
		Er. T.P. Dhal, Architect
		Dr. P.K. Pradhan (Hist)
		Mrs. K.Pattnaik (HOD, Bot)
		Mr. A.K.Nayak, Account Bursar
		Mr. B.K.Nayak, UGC Officer
		Mr. A.K.Swain, HOD, Commerce
18.	Research committee	<b>Principal</b>
		Dr. B. Parhi (HOD, ODIA)
		Dr. P.K. Pradhan (Hist)
		Mr. A.K. Swain (HOD, Com)
		Dr. B.Das (Zool)
		Dr. P.K. Choudhoury (Odia)
		Dr. L.Das (HOD, Psy)
		Dr. K.Pradhan (ECo)
		Mr. B.Nayak (HOD, Phil)
		Dr. S.S.Nath (Eng)
		Dr. N.K.Sahoo, (Chem)
19.	College Magazine	<b>Dr. H. Mishra, Pol.Sc.</b>
		Mr. A.K. Nanda, Eng
		Dr. P.K. Panda, Sans
		Dr. K. Mishra, Odia
		Mr. D. Maharana, Eng
		Mrs. S. Mishra, Com
		Mr. M. Mohanty, Comp. Sc.
		Miss S. Srangi, Zool
		Miss B.L. Mohanty, Hindi

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**CALENDAR**

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
20.	College Calendar	Mr. A.K. Nayak, HOD Chem
21.	Admission Committee	Mr. P.K. Rout, Phy Mr. A.K. Swain, HOD, Com Dr. L. Dash, Psy
	+3 Adm in Charge	Mr. M.C. Parida, Com Miss. H. Sahoo, Bot
	+3 SAMS	Mr. D. Sethi, Jr. Clerk Mrs. S.R. Mohanty, DEO Mr. N.R. Patra, Demo, IT Mr. D. Dash, Jr. Clerk
22.	Examination in Chief (	+3) Mr. P.K.Rout, Phy
	+3 Exam UG & PG	Mr. R.Mishra, BBA Mr. A. Rauta, Phil Mr. Mahendra Mohapatra, Math Subhashree Panda, Odia Biswakalpita Mohanty
23.	Sports Council Vice-President	Mr. A.K. Swain, HOD, Com Mr. A.Pradhan, PET Mrs. S.Mishra, Com Miss. H.Sahoo, Bot Mr. R.Ratha, Hist Mrs. I.Acharya, Eng Dr. S.Samal, Sociology Mr. A.K.Mohanty, Demo. Bot Mr. A.Behera, Demo. Chem Mr. S. Malla, B.Sc.ITM Mr Prasanna Routray, Pol. Sc.

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Mr Ajaya Ku. Baral, Eco R.R. Mishra, BBA Mrs B. Mishra, Com S. Barik, Odia M.M. Mohapatra, Com
24.	Ladies common room	Miss H. Pani (Edn) Miss. B.L. Mohanty, Hindi Miss. D. Tripathy, Psy
	Gents common room	Mr. H.K. Sahoo, Hist
25.	Staff common room	Mrs. M.Bhuyan, HOD, Edn
26.	In-charge Cycle Stand	Mr A. Rauta, Phil
27.	In-charge Canteen	Dr. P.K. Pradhan (Hist) Mr. N.K. Pradhan, Pol.Sc
28.	In-charge PMS	Chief - Mr S. Nayak, Chem 1. Mr. D.N.Sahoo, Edn 2. A.P. Mohanty, Phy 3. Mr. M.C. Sahoo, Com 4. Mr Srikanta Mohapatra, Com 5. Sreedhar Barik, Odia 6. Durga Mishra, Chem 7. Mr. S. Mall, BITM 8. Mr. D. Sethi, Jr. Clerk
29.	In-charge Garden	Mr A. Rauta, Phil
30.	In-charge DSA	Mr. M.C. Parida, Com Mr. P.K. Swain, Eco. Miss. H.Sahoo, Bot Mrs N. Mishra, Lib. & Inf. Sc.
31.	Despatch of Mark Arts	Chief - Dr. N.K. Sahoo, Chem. Miss.D. Tripathy, Psy Mr. D.K.Sahoo, Demo. Psy Mrs. P.M. Swain, Odia Miss. L.R. Pradhan, Odia Mrs. B.Kar, Phil. S. Panda, Edn P.K. Routray, Pol. Sc. R Bag, Hist J. Pradhan, Eco

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
	Sc.	R.K. Das, Eng Dr. B.K. Sahoo, Odia Mrs. N. Mohapatra, Phy Mrs L. Pattnaik, Zool Mrs. K. Sahoo, Demo. Phy Mrs S. Kanungo, Demo Chem. Miss. P. Singh, Demo. Zool Mrs. S. Parida, Botany Mrs S. Panda, Phy Dr.A.K. Behera, Phy Mr. N.J. Das, Math Mrs L. Mallick, Math P. Sahoo, Demn. Chem S. Behera, Demn. Chem R.R. Muduli, Demn. Zool
	Com	Mrs B. Mishra, Com Miss G. Jethy, Eng. Mrs. S. Mansingh, Comm Miss S. Panda, Odia Mrs N. Mohapatra, Com Miss S. Tripathy, Odia P. Parimanik, Com
32.	GD (Eng) Arts	<b>Chief - Mr A.K. Nanda, English</b> Co-ordinator - Dr. H.Mishra, Pol.Sc Mrs. M. Bhuyan, HOD Edn Miss H. Pani, Edn Mrs. D. Tripathy, Psy Mrs D. Dyutisikha, W.S Mrs I. Pattnaik, W.S
	Sc. Co-ordinator (G.D) -	<b>Chief - Dr. B. Das, Zool</b> 1.Mrs.I.Acharya, Eng 2.Dr. (Mrs) S. Pattnaik, Chem 3.Mrs P. Pradhan, Chem 4.Miss L. Parida, Zool 5.Miss H. Sahoo, Bot 6.Mr H. Mohapatra, Bot
	Com.Co-ordinator (GD) -	<b>Chief - Mr. L. Sahoo, Com</b> 1.Dr S.S. Nath, Eng 2.Mr S. Mohapatra, Com 3.Mrs. S. Mansingh, Com 4.Mrs. N. Mohapatra, Com

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
	Self Finance Co-ordinator - Miss A. Patra, MFC	Miss P. Dash, MFC
		Mr. S. Malla, BITM
		Mrs. S.S.S. M. Swain, Comp.Sc
		4. Mrs R Jena, Comp. Sc.
33.	English Debate	1. Mr A.K. Nanda, Eng
		2. Mr. B.P. Biswal, Eng
		3. Dr. S.S. Nath, Eng
		4. Mr I. Acharya, Eng
		5. Mr D. Moharana, Eng.
		6. Mr P. Mohanty, Eng
34.	Odia Debate	1. Dr. B. Parhi, HOD Odia
		2. Dr. P.K. Choudhury, Odia
		3. Dr. P. Panda, Odia
		4. Dr K. Mishra, Odia
		5. Mrs B. Nayak, Odia
		7. Mrs H. Dei, HOD Sans
		8. Mr P.K. Panda, Sans
		9. Mrs S. Kanungo, Sans
		10. Mr Purna Ch. Sahoo, Odia
		11. Miss Santoshi Mohanty, Odia
35.	Hindi Debate	1. Miss B.L. Mohanty, HOD Hindi
		2. Mrs M. Bhuyan, HOD Edn
		3. Miss H. Pani, Edn
		4. Mrs D. Tripathy, Psy
36.	Finance Committee UGC	Principal Ex-officio
		1. Mr. L.Mishra, HOD, Eco
		2. Mrs. S.Mishra, Com
		3. Mr. A.K. Nayak, Accounts Bursar
		4. Mr B.K. Nayak, HOD Phil, UGC Officer
37.	Sepdt. L. Hostel (Mahadevi) Dy. Supdt.	<b>Mrs K. Pattnaik, HOD Bot</b> Mrs N. Mishra, Lib. Sc.
38.	Supdt. L. Hostel (Mandakini) Dy. Supdt.	<b>Miss H. Sahoo, Bot</b> Miss Priyanka P. Rout, Eng Miss Gyananjali Parida, Pol. Sc.
39.	Supdt. B. Hostel (Mahodachi) Dy. Supdt. Asst. Supdt.	<b>Mr B.K. Nayak, HOD Phil</b> Mr. M.C. Parida, Com Dr. P.K. Panda, Sans Mr Sreedhar Bank, Odia Mr J. Mohanty, Phil

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Mr H. Deo, Psy Mr. A. Baral, Eco
40.	Supdt. B. Hostel (Meghasan) Dy. Supdt. Asst. Supdt.	<b>Mr P.K. Rout, Lect. in Phy</b> Mr R. K. Das, Eng. Mr A.P. Mohanty, Phy
41.	Supdt. B. Hostel (Mahanadi)  P.G. Hostel	<b>Mr G.C. Mohanty, HOD, Zool</b> Mr B. R. Nayak, Gym Inst. Miss Pragyalin Sahoo, Comp. Sc. Miss Sonali Biswal, BCA Miss Biswakalpita Mohanty, MSW
42.	Free Studentship in Chief  +3Arts.  +3 Sc  +3 Com	<b>Mrs. P.K.Samal, HOD, Math</b>  Mr. B.N. Satapathy, HOD Hist.  Mr. M. Mohapatra, Math.  Mr. M.C.Parida, Com
43.	Abstract of Attendance	All HODs
44.		

Autonomous (+3) Chief -**Dr. L. Dash, HOD Psy**  
Arts  
1. Mrs B. Nayak, Odia  
2. Mrs D. Dyutisikha, W.S



<u>Sl. Assignment No.</u>	<u>Name &amp; Deptt.</u>
	3. Miss H. Pani, Edn
	4. S. Samal, Soci.
	5. Mr A. Jena, Hist
	6. Miss T. Kandi, Odia
	7. Mr H. Deo, Psy
	8. Miss Gayatri Jethi, Eng
	9. Jagyaseni Pradhan, Eco
	10 Gyananjali Parida, Pol. Sc.
	11. Mr A. Dixit, Phil
	12. P.M. Behera, LIS
	13. L. Jena, Hindi
	14. N. Mishra, LIS
Sc.	1. Mr. B.Mohapatra, Phy
	2. Mr N.J. Das, Math
	3. Mrs L. Mallick, Math
	4. Mrs S. Senapati, Phy
	5. Mrs. S. Parida, Bot
	6. Mr Rajendra Dakhinakabat, Bot
	7. S.Pattnaik, Chem
	8. Mr D. Mishra, Chem
	9. Mr Bibhuti Swain, Geo
	10. Mrs S. Sarangi, Zool
	11. M. Jena, Zool
	12. P. Sahoo, Comp. Sc.
	13 R.Jena, Comp. Sc.
Com.	1. Mr A.K. Swain, HOD, Com
	2. Mr. L. Sahoo, Com
	3. Miss. B. Mishra, Com
	4. Mrs. S.Mishra, Com
	5. Mr. M. Sahoo, Com
	6. Mr. S. Mohapatra, Com
Self Finance	1. Miss A. Patra, MFC
	2. Mr S. Malla, B.Sc.ITM
	3. Mr R. Mishra, BBA
	4. Sunanda Patra, BCA
	5. B.K. Mohanty, MSW
PG.	All HODs



<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
50	Disciplinary Committee	(DpC)Principal, Chairman, Exofficio Vice-principal Mrs. K. Pattnaik (Supdt) Mr A.K. Swain (HOD; Com) Mr. G.C. Mohanty (Supdt) Dr. P.K. Pradhan (Hist) Dr. L. Das (HOD; Psy) Mrs. M. Bhuyan (HOD Edn) Mr. B.K. Nayak (Supdt) Mr. P.K. Rout (Supdt) Miss. H. Sahoo (Bot)
51.	Lib. Committee Chairman - Principal	
	Members	1. Dr B. Parhi, HOD Odia 2. Dr P.K. Pradhan, Hist 3. Lt. C. Indrasingh, HOD Pol. Sc. 4. Mr A.K. Swain, HOD Com 5. Mr B.K. Nayak, HOD Phil 6. Miss P.M. Behera, HOD Lib.Sc. 7. Mr G.K. Panda, HOD Eng 8. Mr. P.M. Pradhan, Librarian
52.	Students Council Chairman - Principal	
	Vice Chairman -	Mr L. Mishra, HOD Eco.
	Convenor	Dr. B. Parhi, HOD Odia
	Sc.	Mr Arun K. Nayak, HOD Chem
	Com.	Mr A.K. Swain, HOD Com
	IT	Mrs R. Jena, HOD IT & Comp.Sc.
	Members Arts	1. Dr. P.K. Pradhan, Hist 2. Dr. H. Mishra, Pol. Sc.
	Sc.	1. Mr S. K. Mohanty, HOD Phy 2. Mrs N. Mohapatra, Phy
	Com	1. Mr L. Sahoo, Com 2 Mrs S. Mishra, Com
	Self Finance	1. Miss A. Patra, HOD MFC 2. Mr S. Malia, HOD B.Sc.ITM
	NCC (Girls)	Lt. C. Indrasingh, HOD Pol. Sc.
	NCC (Boys)	Mr M.C. Panda, Com
	NSS	1. Dr. P.Panda, Odia 2. Mr. P. Mohanty, Eng 3. Mr. R.K. Tripathy, Com

Sl. No.	Assignment	Name & Deptt.
	Rovers Rangers PET Hostel Supdt.	Mrs N. Mohapatra, Phy Mr A. Pradhan, PET 1. Mrs K. Pattnaik, HOD Bot 2. Mr B.K. Nayak, HOD Phil 3. Mr G.C. Mohanty, HOD Zool 4. Mr P.K. Rout, Phy 5. Miss H. Sahoo, Bot
	Dy. Supdt.	1. Miss P. M. Behera, HOD Lib. Sc. 2. Mr M. C. Parida, Com 3. Mr N. J. Das, Math 4. Miss L. Mallick, Math
53.	Cultural Association Secretary- Asst. Secy- Members-	Dr. P.K. Pradhan, Hist Mrs M. Bhuyan, HOD Edn 1. Dr. B. Das, Zool 2. Dr K. Mishra, Odia 3. N. Mohapatra, Phy 4. Mr A.K. Swain, Com 5. Dr. N.K. Sahoo, Chem 6. Miss H. Pani, Edn 7. Mrs N. Mishra, Lib. Sc. 9. Miss H. Sahoo, Bot 10. Mrs S. Mishra, Com 11. Mr R. Rath, Hist 12. Mrs I. Pattnaik, W.S
54.	Odia Sahitya Samaj	13. Miss P. Pradhan, Music Principal, Chairman, Ex-officio Dr. B. Parhi, Odia, Vice-chairman Lt. C. Indrasingh, Pol. Sc Mrs. H. Dei (Sans), Member Secy Dr. P. K. Choudhury, Odia Dr. H. Mishra, Pol. Sc. Dr. (Mrs) S. Pattanaik, Chem
55.	Career Counseling & Placement Cell	1. Mr. A.K. Biswal, BCA 2. Mr. S Malla, BSC ITM
56.	UGC Coaching for Service	Entry-Mr. B.K. Nayak, HOD Phil
57.	UGC Remedial Coaching-	Mr A.K. Swain, HOD. Com
58.	Public Information & RTI Officer	-Dr. B. Das, Zool
59.	Controller of Exam.	Dr. D.K. Rout, Prof. Emeritus

Sl. No.	Assignment	Name & Deptt.
	Dy Controller	1. Dr. K. Pradhan, Eco 2. Mr J. Dalai, Statistics 3. Mr P. Kanungo, Com
60.	Engineer In-charge	Er. D. Mohapatra
61.	Annual Day Celebration Members	Chairman Principal All HODs
62.	Alumni Association Members	Chairman Principal 1. Mr. A.K. Nayak, HOD Chem 2. Mr A.K. Swain, HOD, Com 3. Mr P.K. Swain, Eco
63.	Seminar Society	Arts
	Sc.	1. Mr. L. Mishra, HOD Eco 2. Mrs. H. Dei, HOD, Sans 3. Mrs M. Bhuyan, HOD Edn 1. Mrs K. Pattnaik, HOD Bot 2. Mr A.K. Nayak HOD Chem 3. Mr S.K. Mohanty, HOD Phy
	Com.	1. Mr A.K. Swain, HOD Com 2. Mrs S. Mishra, Com
	IT	1. Mrs R. Jena, Comp. Sc. 2. Mrs A. Pradhan, Comp. Sc.
64.	Officer Self Defence Training	(+2) 1. Dr. H. Mishra, Pol. Sc. (+3) 2. Mis H. Sahoo, Bot
65.	Students Prefect Committee	
	Convener	Mr A.K. Swain, HOD, Com
	Members	All HODs Dr. P.K. Pradhan, Hist Dr. H. Mishra, Pol. Sc Mr P.K. Rout, Phy
66.	Officer in charge, Income Tax-	Mr. S.K. Mohanty, HOD Phy
67.	Officer in charge, RUSA	Mr S K Mohanty, HOD Phy
68.	Officer in charge, AISHE	Mr A K Nayak, HOD Chem

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
69.	UGC Review Committee(College Level) Chairman - Principal Members	Dr. B.Parhi, HOD, ODI Mr. L.Mishra, HOD, Eco Mrs. K.Pattanaik, HOD, Bot Mr. A.K.Nayak, HOD, Chem Mr. A.K.Swain, HOD, Com
70.	Planning Board	1. Principal 2. Coordinator IQAC 3. Accounts Bursar 4. Librarian 5.Mrs. M.Barik, Math 6.Mr. S. Mohapatra, Com
71.	In-Charge Furniture	
	Sc Block	Mr. N.J. Das, Math
	Arts Block	Mr R. Bag, Hist
	Com. Block	Mr. L.Sahoo, Com

**U.N. (Auto) College of Sc. & Tech.  
Adaspur, Cuttack**

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Notice No. 65 // Dt. 11/09/20

With a minor modification of Distribution Chart of Portfolios for the session, 2019-20 by nominating Prof. A.K. Nayak as Secretary Staff Council and the faculty to main charge of Vice Principal to be nominated after normalcy returns, all other charges distributed for the above session shall continue to remain in force in the session, 2020-21.

Principal

NOTICE NO. 53 / DATED : 10.09.19

**ASSIGNMENT OF CO-CURRICULAR ACTIVITIES – 2019-20**

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
1	Secy. Staff Council	Prof. L. Mishra, HOD, Eco.
1	Secy. Staff Council	Prof. L. Mishra, HOD, Eco.
2.	Vice Principal	Prof. L. Mishra, HOD, Eco.
3.	Administrative Bursar	Prof S.K.Mohanty, HOD, Phy.
4.	Officer I/C UGC	Prof B.K.Nayak, HOD, Philosophy
5.	Officer I/C NAAC	Dr. K. Pradhan, Eco.
6.	Accounts Bursar	Mr. A.K.Nayak, HOD, Chemistry
7.	Coordinator IGNOU	Mr. Arjuna Rauta. Lect. in Phil.
8.	Academic Bursar	
	Arts	i. Mr B.P. Biswal, Eng. ii. Dr. P. Panda, Odia iii. Miss S. Panda, Edn. iv. Dr. P.K. Panda, Sans. v. Mr. Arjuna Rauta, Phil.
	SC	i. Dr. N. K. Sahoo, Chem. ii. Mrs S. Senapati, Phy iii. Mr N.J. Das, Math iv. Mrs S. Sarangi, Zool. v. Mr. R. Dakhinakabat, Bot
	Com	i. Mr. A.K. Swain HOD, Com
	Self Finance	i. Mr S. Malia, HOD, B.Sc. ITM ii. Mr. R.R. Mishra, HOD, BBA
9.	Proctorial System Chief	<b>Chief Dr. B. Parhi, Dean Odia</b> i. Mr. N. Pradhan , Pol.Sc ii. Mrs. C. Das, Phil iii. Mrs. M Barik, Math iv. Miss. L.Parida, Zool v. Mrs. N. Mohapatra(Com) vi. Mrs. S. Mishra, Com



		<b>CALENDAR</b>
<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
10.	Time Table Arts	Dr. P.K. Choudhury , Odia
	Sc	Dr. N.K. Sahoo, Chem
	Com	Mr A.K. Swain, HOD, Com
11.	Officer I/C NCC(Boys)	Mr. M. C. Parida, Com
	NCC(Girls)	Lt. C. Indrasingh, HOD, Pol. Sc
12.	Office I/C NSS(Boys) (+3)	i. <b>Mr S. Mohapatra, Com</b> ii. M.K. Mohapatra, Math
	Ladies	i. <b>Miss Biswakalpita Mohanty, IT</b> ii. Jnananjali Parida, Pol. Sc.
13.	Officer – YRC	i. Miss. A.Patra MFC iii. Jayadev Das, Pol. Sc. iv. Sonalika Sahoo, Stat. v. Mrs S. Panda, Phy
14.	Rovers & Rangers	i. <b>Mrs. N.Mohapatra (Phy)</b> ii. Mr J. Mohanty, Phil.
15.	IQAC	Principal, Chairman, Ex-officio Vice – Principal Coordinator – Dr. K. Pradhan, Eco Prof. L.P. Singh, Member G.B. Prof. P.B. Tripathy, Member, G.B. Dr, P.K. Choudhury, HOD, Odia Mrs K. Pattnaik ,HOD, Bot Mr. A.K.Nayak ,HOD, Chem Mr. G.C Mohanty ,HOD, Zool Mr. S.K. Mohanty ,HOD, Phy Mr. A.K. Swain ,HOD, Com Mrs A. Pradhan, HOD, Comp. Sc.

<u>Sl. Assignment No.</u>	<u>Name &amp; Deptt.</u>
16. Construction Purchase Committee	Principal, Chairman, Exofficio Dr. B.Mohanty, Member, GB Sj. B.Routray Member, GB Er. D. Mohapatra, Civil Admn. Bursar Acct. Bursar Mr. M.C. Parida, Com
17. UGC Construction Committee	Principal Vice – Principal Director, CDC Er. D. Mohapatra, Engineer, Civil Er. T.P. Dhal, Architect Dr. P.K. Pradhan (Hist) Mrs. K.Pattnaik (HOD, Bot) Mr. A.K.Nayak, Account Bursar Mr. B.K.Nayak, UGC Officer Mr. A.K.Swain, HOD, Commerce
18. Research & Ethics committee	Principal Prof. N. Jena Prof. L.P. Singh Prof. S.B. Tripathy Dr. P.K. Pradhan (Hist) Mr. A.K. Swain (HOD, Com) Dr. B.Das (Zool) Dr. P.K. Choudhoury (Odia) Dr. L.Dash (HOD, Psy) -Convenor Dr. K.Pradhan (ECo) Mr. B.Nayak (HOD, Phil) Dr. S.S.Nath (Eng) Dr. N.K.Sahoo, (Chem)
19. College Magazine	<b>Dr. K. Mishra, Odia</b> Mrs S. Das, Eng. Dr. P.K. Panda, Sans

<u>Sl. Assignment No.</u>	<u>Name &amp; Deptt.</u>
	Dr S. Pattnaik, Chem. Mrs. S. Mishra, Com Mrs. A. Pradhan, Comp. Sc. Miss B.L. Mohanty, Hindi
20. College Calendar	<b>Mr. A.K. Nayak, HOD Chem</b>
21. Admission Committee	<b>Mr. P.K. Rout, Phy</b> Mr. A.K. Swain, HOD, Com Dr. L. Dash, Psy
+3 Adm in Charge	<b>Mr. M.C. Parida, Com</b> Miss P. Paramanik, Com. Mrs S. Parida, Bot. Mr A. Dixit, Phil.
+3 SAMS	Mr. D. Sethi, Jr. Clerk Mrs. S.R. Mohanty, Demn. Chem. Mr. N.R. Patra, Demo, IT Mr. D. Dash, Jr. Clerk
22. Examination in Chief (	<b>+3)Mr. P.K.Rout, Phy</b>
+3 Exam UG & PG	Mr. R.Mishra, BBA Mr. A. Rauta, Phil Mr. Mahendra Mohapatra, Math Miss M. Kar, Edn.

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Miss Mousumi Mohanta, Sans Miss M. Jena, Zool
23.	Sports Council Vice-President	<b>Mr. A.K. Swain, HOD, Com</b> Mrs H. Mishra, Pol. Sc. Mr. A.Pradhan, PET Mrs. S.Mishra, Com Miss. H.Sahoo, Bot Miss Subhashree Panda, Edn. S. Sahoo, Psy. Dr. S.Samal, Sociology Mr. S. Malla, B.Sc.ITM Mr Prasanna Routray, Pol. Sc. Mr Ajaya Ku. Baral, Eco R.R. Mishra, BBA Mrs B. Mishra, Com M.M. Mohapatra, Com Mr. S. Sahoo, I.S.Pool
24.	Ladies common room	Miss. B.L. Mohanty, Hindi
	Gents common room	Miss. D. Tripathy, Psy
25.	Staff common room	Mr. H.K. Sahoo, Hist
26.	In-charge Cycle Stand	Mrs. M.Bhuyan, HOD, Edn
27.	In-charge Canteen	Mr A. Rauta, Phil Dr. P.K. Pradhan (Hist) Mr. N.K. Pradhan, Pol.Sc
28.	Scholarship in-charge	<b>Chief – Mr S. Nayak, Chem</b> 1.Mr. D.N.Sahoo, Edn 2. N.J. Das, Math. 3.Mr. M.C. Sahoo, Com 4. Munmun Mohapatra, Com 5. Sreedhar Barik, Odia 6. Durga Mishra, Chem 7. Mr. S. Mail, BITM 8. Mr. D. Sethi, Jr. Clerk

Sl. No.	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
29.	In-charge Garden	<b>Mr A. Rauta, Phil</b>
30.	In-charge DSA	<b>Mr. M.C. Parida, Com</b> Mr. P.K. Swain, Eco. Miss. H.Sahoo, Bot Mrs N. Mishra, Lib. & Inf. Sc.
31.	Despatch of Mark Arts	<b>Chief – Dr. A. Patra, Math.</b> Miss.D. Tripathy, Psy Mr. D.K.Sahoo, Demo. Psy Mrs. P.M. Swain, Odia Miss. L.R. Pradhan, Odia Mrs. B.Kar, Phil. S. Panda, Edn P.K. Routray, Pol. Sc. R Bag, Hist I. Pattnaik, W.S. R.K. Dash, Eng Dr. B.K. Sahoo, Odia
	Sc.	<b>Mrs. N. Mohapatra, Phy</b> Madhusmita Jena, Zool. Mrs. K. Sahoo, Demo. Phy Mrs S. Kanungo, Demo Chem. Miss. P. Singh, Demo. Zool Mrs P. Pradhan, Chem. Mrs S. Parida, Bot. Mrs S. Panda, Phy Dr. A.K. Behera, Phy Mrs L. Mallick, Math P. Sahoo, Demn. Chem S. Behera, Demn. Chem R.R. Muduli, Demn., Bot
	Com	<b>Mrs B. Mishra, Com</b> P. Rout, Eng. Mrs. S. Mansingh, Comm Miss S. Panda, Odia Mrs N. Mohapatra, Com

<u>Sl. Assignment No.</u>	<u>Name &amp; Deptt.</u>
	Miss S. Tripathy, Odia P. Parimanik, Com
32. GD (Eng) Arts	<b>Chief – Mr A.K. Nanda, English</b> Co-ordinator – Dr. H.Mishra, Pol.Sc Mrs. M. Bhuyan, HOD Edn Mrs. D. Tripathy, Psy Mrs D. Dyutisikha, W.S Mrs I. Pattnaik, W.S
Sc. Co-ordinator (G.D)	– <b>Chief - Dr. B. Das, Zool</b> 1.Mrs.I.Acharya, Eng 2.Dr. (Mrs) S. Pattnaik, Chem 3.Mrs P. Pradhan, Chem 4.Miss L. Parida, Zool 5.Miss H. Sahoo, Bot 6.Mr H. Mohapatra, Bot
Com.Co-ordinator (GD)	– <b>Chief - Mr. L. Sahoo, Com</b> 1.Dr S.S. Nath, Eng 2.Mr S. Mohapatra, Com 3.Mrs. S. Mansingh, Com 4.Mrs. N. Mohapatra, Com
Self Finance Co-ordinator	– <b>Miss A. Patra, MFC</b> 1.Miss P. Dash, MFC 2.Mr. S. Malla, BITM 3.Mrs. S.S.S. M. Swain, Comp.Sc 4. Mrs R Jena, Comp. Sc.
33. English Debate	<b>1. Mr A.K. Nanda, Eng</b> 2.Mr. B.P. Biswal, Eng 3.Dr. S.S. Nath, Eng 4.Mr I. Acharya, Eng 5.Mr P. Mohanty, Eng
34. Odia Debate	1. Dr. P.K. Choudhury, Odia 2. Dr. P. Panda, Odia 3. Dr K. Mishra, Odia 4. Mrs B. Nayak, Odia

<u>Sl. Assignment No.</u>	<u>Name &amp; Deptt.</u>
	5. Mrs H. Deil, HOD Sans
	6. Mr P.K. Panda, Sans
	7. Mrs S. Karungo, Sans
	8. Mr. Purna Ch. Sahoo, Odia
	9. Miss Santoshi Mohanty, Odia
35. Hindi Debate	<b>Miss B.L. Mohanty, HOD Hindi and Faculties</b>
36. Finance Committee UGC	Principal Ex-officio 1. Mr. L.Mishra, HOD, Eco 2. Mrs. S.Mishra, Com 3. Mr. A.K. Nayak, Accounts Bursar 4. Mr B.K. Nayak, HOD Phil, UGC Officer
37. Supdt. L. Hostel (Mahadevi) All teachers staying in the hostel shall perform their duties as Deputy Superintendents.	<b>Mrs N. Mishra, Lib. Sc.</b>
38. Supdt. L. Hostel (Mandakini) All teachers staying in the hostel shall perform their duties as Deputy Superintendents.	<b>Miss H. Sahoo, Bot</b>
39. Supdt. B. Hostel (Mahodadhi) Dy. Supdt. Asst. Supdt.	<b>Mr B.K. Nayak, HOD Phil</b> Mr. M.C. Parida, Com Dr. P.K. Panda, Sans Mr Sreedhar Barik, Odia Mr J. Mohanty, Phil Mr H. Deo, Psy Mr. A. Baral, Eco
40. Supdt. B. Hostel (Meghasan) Dy. Supdt.	<b>Mr P.K. Rout, Lect. in Phy</b> Mr R. K. Das, Eng.
41. Supdt. B. Hostel (Mahanadi)	<b>Mr G.C. Mohanty, HOD, Zool</b> Mr B. R. Nayak, Gym Inst.
2. P.G Hostel (Ladies) Supdt. All teachers staying in the	<b>Miss Biswakalpita Mohanty, MSW</b>

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
	hostel shall perform their duties as Deputy Superintendents	
43.	Free Studentship in Chief-Mrs. P.K. Samal, HOD, Math	
	+3Arts.	Mr. B.N. Satapathy, HOD Hist.
	+3 Sc	Mr. M. Mohapatra, Math.
	+3 Com	Mr. M.C.Parida, Com
44.	Abstract of Attendance Committee Science, Arts & Commerce	
45.		

	Autonomous (+3) Department Heads and the Faculties	
46.	P.G.	All HODs



**Sl. Assignment  
No.**

**Name & Deptt.**

47. Vocational Education 1. **Mr G.P. Nayak, Inst**  
2. Mr S. Mallick, Inst
48. Anti Ragging Cell All HODs
49. Anti Sexual Harassment Cell  
**Chairman – Mr L. Mishra, HOD, Eco.**  
Member 1. Mrs K. Pattnaik, HOD Bot  
2. Mr A.K. Swain, HOD Com  
3. Dr. H. Mishra, Pol. Sc. - Convenor  
4. Dr. L. Dash, HOD Psy  
5. Mrs Milly Bhuyan, HOD, Edn.  
6. Mrs. S. Mishra, Com  
7. Mrs R. Jena, Comp. Sc.
50. Development Committee Principal - Chairman, Ex-officio  
Vice-Principal, Member Secy., Ex-officio  
Sj. Binod Ch. Routray, Member GB.  
All HODs  
Dr. P.K. Choudhury (Odia)

<u>Sl. Assignment No.</u>	<u>Name &amp; Deptt.</u>
	Dr. K. Mishra (Odia) Mr. S. Mohapatra (Com.) Mr. H.K. Sahoo (Hist.) Mrs. N. Mohapatra (Phy) Dr. K. Pradhan (Eco.)
51	Disciplinary Committee (DpC) Principal, Chairman, Exofficio Vice-principal Heads of Departments Superintendents of all Hostels
52.	Lib. Committee Chairman – Principal Members 1. Dr P.K. Pradhan, Hist 2.Lt. C. Indrasingh, HOD Pol. Sc. 3. Mr A.K. Swain, HOD Com 4. Mr B.K. Nayak, HOD Phil 5. Miss P.M. Behera, HOD Lib.Sc. 6. Mr A.K. Nanda, HOD Eng. 7. Nirupama Mishra, Lib. Sc. 8. Mr. P.M. Pradhan, Librarian
53.	Students Council Chairman      Principal Vice Chairman –      Mr L. Mishra, HOD Eco. Convenor      Dr. B. Parhi Dr. L. Dash, HOD, Psy Mrs M. Bhuyan, HOD, Edn. Sc.      Mr Arun K. Nayak, HOD Chem Com.      Mr A.K. Swain, HOD Com IT      Mrs R. Jena, HOD IT & Comp.Sc. Members Arts      1. <b>Dr. P.K. Pradhan, Hist</b> 2. Dr. H. Mishra, Pol. Sc. Sc.      1. <b>Mr S. K. Mohanty, HOD Phy</b> 2. Mrs N. Mohapatra, Phy Com      1. <b>Mr L. Sahoo, Com</b> 2 Mrs S. Mishra, Com

<u>Sl. No.</u> <u>Assignment</u>	<u>Name &amp; Deptt.</u>
Self Finance	1. Miss A. Patra, HOD MFC 2. Mr S. Malla, HOD B.Sc.ITM
NCC (Girls)	Lt. C. Indrasingh, HOD Pol. Sc.
NCC (Boys)	Mr M.C. Parida, Com
Rovers Rangers	Mrs N. Mohapatra, Phy
PET	2. Mr A. Pradhan, PET
Hostel Supdt.	1. Mr B.K. Nayak, HOD Phil 2. Mr G.C. Mohanty, HOD Zool 3. Mr P.K. Rout, Phy. 4. Mrs N. Mishra, Lib. Sc. 5. Miss H. Sahoo, Bot
Dy. Supdt.	Mr M. C. Parida, Com
54. Cultural Association Secretary- Members-	<b>Dr. P.K. Pradhan, Hist</b> 1. Dr K. Mishra, Odia 2. N. Mohapatra, Phy 3. Mr A.K. Swain, Com 4. Dr. N.K. Sahoo, Chem 5. Mrs N. Mishra, Lib. Sc. 6. Miss H. Sahoo, Bot 7. Mrs S. Mishra, Com 8. Mr R. Rath, Hist 9. Mrs I. Pattnaik, W.S 10. Miss P. Pradhan, Music 11. Miss M. Mohanta, Sans.
55. Odia Sahitya Samaj	Principal, Chairman, Ex-officio Dr. B. Parhi, Odia, Vice-chairman Lt. C. Indrasingh, Pol. Sc. Mrs. H. Dei (Sans), Member Secy. Dr. P. K. Choudhury, Odia Dr. H. Mishra, Pol. Sc. Dr. (Mrs) S. Pattanaik, Chem

<b>Sl. No.</b>	<b>Assignment</b>	<b>Name &amp; Deptt.</b>
56.	Career Counseling & Placement Cell	<b>Dr. N.K. Sahoo, Chem.</b> Dr. A. Patra, Math Mrs S. Mishra, Com. Mr. S.Malla, BSC.ITM
57.	UGC Coaching for Service Entry	Mr. B.K. Nayak, HOD Phil
58.	UGC Remedial Coaching	Mr .A.K.Swain,HOD, Com
59.	Public Information & RTI Officer	Dr. B. Das, Zool
60.	Controller of Exam Dy Controller	Dr. D.K. Rout, Prof. Emeritus 1. Dr. K. Pradhan, Eco 2. Mr J. Dalai, Statistics 3. Mr P. Kanungo, Com
61.	Engineer In-charge	<b>Er. D. Mohapatra</b>
62.	Annual Day Celebration Members	Chairman Principal All HODs
63.	Alumni Association Members	Chairman Principal 1.Dr. N.K. Sahoo, Chem. 2. Mr. L. Sahoo, Com. 3. Mr P.K. Swain, Eco 4. Mrs R. Jena, Comp. Sc.
64.	Seminar Society	Arts 1. Dr. L. Dash, HOD, Psy 2. Mrs. H.Dei, HOD, Sans 3. Mrs M. Bhuyan, HOD Edn Sc. 1. Mrs K. Pattnaik, HOD Bot 2. Mr A.K. Nayak HOD Chem 3. Mr S.K. Mohanty, HOD Phy Com. 1. Mr A.K. Swain, HOD Com 2. Mrs S. Mishra, Com IT 1. Mrs R. Jena, Comp. Sc. 2. Mrs A. Pradhan, Comp. Sc.
65.	Officer Self Defence Training (+2) (+3) & PG	1. Miss Milan Samantaray, IT 2. Miss B.K. Mohanty, IT

<u>Sl. Assignment No.</u>	<u>Name &amp; Deptt.</u>
66. Students Prefect Committee	
Convener	<b>Mr A.K. Swain, HOD, Com</b>
Members	All HODs Dr. P.K.Pradhan, Hist Dr. H.Mishra, Pol.Sc Mr P.K. Rout, Phy
67. Officer in charge, Income Tax	Mr. S.K. Mohanty, HOD Phy
68. Officer in charge, RUSA	Mr S K Mohanty, HOD Phy
69. Officer in charge, AISHE	Mr A K Nayak, HOD Chem
70. UGC Review Committee (College Level) Chairman – Principal	
Members	Mr. L.Mishra, HOD, Eco Mrs. K.Pattanaik, HOD, Bot Mr. A.K.Nayak, HOD, Chem Mr. A.K.Swain, HOD, Com
71. Planning Board	1. Principal 2. Coordinator IQAC 3. Accounts Bursar 4. Librarian 5. Mrs. M.Barik, Math 6. Mr. S. Mohapatra, Com
72. In-Charge Furniture	
Sc Block	Mr. N.J. Das, Math
Arts Block	Mr R. Bag, Hist
Com. Block	Mr. L.Sahoo, Com

NOTICE NO. 53 / DATED : 10.09.19

## ASSIGNMENT OF CO-CURRICULAR ACTIVITIES – 2020-21

Sl. No.	Assignment	Name & Deptt.
1	Secy. Staff Council	Prof. L. Mishra, HOD, Eco.
1	Secy. Staff Council	Prof. L. Mishra, HOD, Eco.
2.	Vice Principal	Prof. L. Mishra, HOD, Eco.
3.	Administrative Bursar	Prof S.K.Mohanty, HOD, Phy.
4.	Officer I/C UGC	Prof B.K.Nayak,HOD, Phil.
5.	Officer I/C NAAC	Dr. K. Pradhan, Eco.
6.	Accounts Bursar	Mr. A.K.Nayak, HOD, Chemistry
7.	Coordinator IGNOU	Mr. Arjuna Rauta, Lect. in Phil.
8.	Academic Bursar	
	Arts	i. Mr B.P. Biswal, Eng. ii. Dr. P. Panda, Odia iii. Miss S. Panda, Edn. iv. Dr. P.K. Panda, Sans. v. Mr. Arjuna Rauta, Phil.
	SC	i. Dr. N. K. Sahoo, Chem. ii. Mrs S. Senapati, Phy iii. Mr N.J. Das, Math iv. Mrs S. Sarangi, Zool. v. Mr. R. Dakhinakabat, Bot
	Com	i. Mr. A.K. Swain HOD, Com
	Self Finance	i. Mr S. Malla, HOD, B.Sc. ITM ii. Mr. R.R. Mishra, HOD, BBA
9.	Proctorial System Chief	<b>Chief Dr. B. Parhi, Dean Odia</b> i. Mr. N. Pradhan , Pol.Sc ii. Mrs. C. Das, Phil iii. Mrs. M Barik, Math iv. Miss. L.Parida, Zool v. Mrs. N. Mohapatra(Com) vi. Mrs. S. Mishra, Com
10.	Time Table	
	Arts	Dr. P.K. Choudhury , Odia

Sl. No.	Assignment	Name & Deptt.
	Sc	Dr. N.K. Sahoo, Chem Mr. B.P. Mohapatra, Phy Mr A.K. Swain, HOD, Com
11.	Com Officer I/C NCC(Boys) NCC(Girls)	Mr. M. C. Parida, Com Lt. C. Indrasingh, HOD, Pol. Sc
12.	Office I/C NSS(Boys) (+3)  Ladies	i. <b>Mr S. Mohapatra, Com</b> ii. M.K. Mohapatra, Math i. <b>Miss Biswakalpita Mohanty, IT</b> ii. Jnananjali Parida, Pol. Sc.
13.	Officer – YRC	i. Miss. A.Patra MFC iii. Jayadev Das, Pol. Sc. iv. Sonalika Sahoo, Stat. v. Mrs S. Panda, Phy
14.	Rovers & Rangers	i. <b>Mrs. N.Mohapatra (Phy)</b> ii. Mr J. Mohanty, Phil.
15.	I QAC	Principal, Chairman, Ex-officio Vice – Principal Coordinator – Dr. K. Pradhan, Eco Prof. L.P. Singh, Member G.B. Prof. P.B. Tripathy, Member, G.B. Dr, P.K. Choudhury, HOD, Odia Mrs K. Pattnaik ,HOD, Bot Mr. A.K.Nayak ,HOD, Chem Mr. G.C Mohanty ,HOD, Zool Mr. S.K. Mohanty ,HOD, Phy Mr. A.K. Swain ,HOD, Com Mrs A. Pradhan, HOD, Comp. Sc.
16.	Construction Committee	Principal, Chairman, Exofficio Dr. B.Mohanty, Member, GB Sj. B.Routray Member, GB Er. D. Mohapatra, Civil Mr. M.C. Parida, Com

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
17.	UGC Construction Committee	Principal Vice – Principal Director, CDC Er. D. Mohapatra, Engineer,
	Civil	Er. T.P. Dhal, Architect Dr. P.K. Pradhan (Hist) Mrs. K.Pattnaik (HOD, Bot) Mr. A.K.Nayak, Account Bursar Mr. B.K.Nayak, UGC Officer Mr. A.K.Swain, HOD,
	Commerce	
18.	Research committee	Principal Dr. P.K. Pradhan (Hist) Mr. A.K. Swain (HOD, Com) Dr. B.Das (Zool) Dr. P.K. Choudhoury (Odia) Dr. L.Das (HOD, Psy) Dr. K.Pradhan (ECo) Mr. B.Nayak (HOD, Phil) Dr. S.S.Nath (Eng) Dr. N.K.Sahoo, (Chem)
19.	College Magazine	<b>Dr. K. Mishra, Odia</b> Mrs S. Das, Eng. Dr. P.K. Panda, Sans Dr S. Pattnaik, Chem. Mrs. S. Mishra, Com Mr. M. Mohanty, Comp. Sc. Miss B.L. Mohanty,Hindi
20.	College Calendar	<b>Mr. A.K. Nayak, HOD Chem</b>
21.	Admission Committee	<b>Mr. P.K. Rout, Phy</b> Mr. A.K. Swain, HOD, Com Dr. L. Dash, Psy



<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
	+3 Adm in Charge	Mr. B. Nayak, Jr. Clerk <b>Mr. M.C. Parida, Com</b> Miss P. Paramanik, Com. Mrs S. Parida, Bot. Mr A. Dixit, Phil.
	+3 SAMS	Mr. D. Sethi, Jr. Clerk Mrs. S.R. Mohanty, Demn. Chem. Mr. N.R. Patra, Demo, IT Mr. D. Dash, Jr. Clerk
22.	Examination in Chief (	<b>+3) Mr. P.K.Rout, Phy</b>
	+3 Exam UG & PG	Miss J.P. Mohanty, Phil Mr. R.Mishra, BBA Mr. A. Rauta, Phil Mr. Mahendra Mohapatra, Math Miss M. Kar, Edn. Miss Mousumi Mohanta, Sans Miss M. Jena, Zool
23.	Sports Council Vice-President	<b>Mr. A.K. Swain, HOD, Com</b> Mrs H. Mishra, Pol. Sc. Mr. A.Pradhan, PET Mrs. S.Mishra, Com Miss. H.Sahoo, Bot Miss Subhashree Panda, Edn. S. Sahoo, Psy.

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Dr. S.Samal, Sociology
		Mr. S. Malla, B.Sc.ITM
		Mr Prasanna Routray, Pol. Sc.
		Mr Ajaya Ku. Baral, Eco
		R.R. Mishra, BBA
		Mrs B. Mishra, Com
		M.M. Mohapatra, Com
		Mr. S. Sahoo, I.S.Pool
24.	Ladies common room	Miss. B.L. Mohanty, Hindi
	Gents common room	Miss. D. Tripathy, Psy
25.	Staff common room	Mr. H.K. Sahoo, Hist
26.	In-charge Cycle Stand	Mrs. M.Bhuyan, HOD, Edn
27.	In-charge Canteen	Mr A. Rauta, Phil
		Dr. P.K. Pradhan (Hist)
		Mr. N.K. Pradhan, Pol.Sc
28.	Scholarship in-charge	<b>Chief – Mr S. Nayak, Chem</b>
		1.Mr. D.N.Sahoo, Edn
		2. N.J. Das, Math.
		3.Mr. M.C. Sahoo, Com
		4. Munmun Mohapatra, Com
		5. Sreedhar Barik, Odia
		6. Durga Mishra, Chem
		7. Mr. S. Mall, BITM
		8. Mr. D. Sethi, Jr. Clerk
29.	In-charge Garden	<b>Mr A. Rauta, Phil</b>
30.	In-charge DSA	<b>Mr. M.C. Parida, Com</b>
		Mr. P.K. Swain, Eco.
		Miss. H.Sahoo, Bot
		Mrs N. Mishra, Lib. & Inf. Sc.
31.	Despatch of Mark Arts	<b>Chief – Dr. A. Patra, Math.</b>
		Miss.D. Tripathy, Psy
		Mr. D.K.Sahoo, Demo. Psy
		Mrs. P.M. Swain, Odia
		Miss. L.R. Pradhan, Odia
		Mrs. B.Kar, Phil.

Sl. No.	Assignment	Name & Deptt.
Sc.		S. Panda, Edn P.K. Routray, Pol. Sc. R Bag, Hist I. Pattnaik, W.S. R.K. Dash, Eng Dr. B.K. Sahoo, Odia <b>Mrs. N. Mohapatra, Phy</b> Madhusmita Jena, Zool. Mrs. K. Sahoo, Demo. Phy Mrs S. Kanungo, Demo Chem. Miss. P. Singh, Demo. Zool Mrs P. Pradhan, Chem. Mrs S. Parida, Bot. Mrs S. Panda, Phy Dr. A.K. Behera, Phy Mrs L. Mallick, Math P. Sahoo, Demn. Chem S. Behera, Demn, Chem R.R. Muduli, Demn., Bot <b>Mrs B. Mishra, Com</b> P. Rout, Eng. Mrs. S. Mansingh, Comm Miss S. Panda, Odia Mrs N. Mohapatra, Com Miss S. Tripathy, Odia P. Parimanik, Com
Com		<b>Chief – Mr A.K. Nanda, English</b> Co-ordinator – Dr. H.Mishra, Pol.Sc Mrs. M. Bhuyan, HOD Edn Mrs. D. Tripathy, Psy Mrs D. Dyutisikha, W.S Mrs I. Pattnaik, W.S
32.	GD (Eng) Arts	

Sl. No.	Assignment	Name & Deptt.
	Sc. Co-ordinator (G.D) – Chief - Dr. B. Das, Zool	1. Mrs. I. Acharya, Eng 2. Dr. (Mrs) S. Pattnaik, Chem 3. Mrs P. Pradhan, Chem 4. Miss L. Parida, Zool 5. Miss H. Sahoo, Bot 6. Mr H. Mohapatra, Bot
	Com. Co-ordinator (GD) – Chief - Mr. L. Sahoo, Com	1. Dr S.S. Nath, Eng 2. Mr S. Mohapatra, Com 3. Mrs. S. Mansingh, Com 4. Mrs. N. Mohapatra, Com
	Self Finance Co-ordinator – Miss A. Patra, MFC	1. Miss P. Dash, MFC 2. Mr. S. Malia, BITM 3. Mrs. S.S.S. M. Swain, Comp. Sc 4. Mrs R Jena, Comp. Sc.
33.	English Debate	1. Mr A.K. Nanda, Eng 2. Mr. B.P. Biswal, Eng 3. Dr. S.S. Nath, Eng 4. Mr I. Acharya, Eng 5. Mr P. Mohanty, Eng
34.	Odia Debate	1. Dr. P.K. Choudhury, Odia 2. Dr. P. Panda, Odia 3. Dr K. Mishra, Odia 4. Mrs B. Nayak, Odia 5. Mrs H. Dei, HOD Sans 6. Mr P.K. Panda, Sans 7. Mrs S. Kanungo, Sans 8. Mr. Purna Ch. Sahoo, Odia 9. Miss Santoshi Mohanty, Odia
35.	Hindi Debate	Miss B.L. Mohanty, HOD Hindi and Faculties

Sl. No.	Assignment	Name & Deptt.
36.	Finance Committee UGC	Principal Ex-officio 1. Mr. L.Mishra, HOD, Eco 2. Mrs. S.Mishra, Com 3. Mr. A.K. Nayak, Accounts
	Bursar	4. Mr B.K. Nayak, HOD Phil, UGC
	Officer	
37.	Supdt. L. Hostel (Mahadevi) All teachers staying in the hostel shall perform their duties as Deputy Superintendents.	Mrs N. Mishra, Lib. Sc.
38.	Supdt. L. Hostel (Mandakini) All teachers staying in the hostel shall perform their duties as Deputy Superintendents.	Miss H. Sahoo, Bot
39.	Supdt. B. Hostel (Mahodadi) Dy. Supdt. Asst. Supdt.	Mr B.K. Nayak, HOD Phil Mr. M.C. Parida, Com Dr. P.K. Panda, Sans Mr Sreedhar Barik, Odia Mr J. Mohanty, Phil Mr H. Deo, Psy Mr. A. Baral, Eco
40.	Supdt. B. Hostel (Meghasan) Dy. Supdt.	Mr P.K. Rout, Lect. in Phy Mr R. K. Das, Eng.
41.	Supdt. B. Hostel (Mahanadi)	Mr G.C. Mohanty, HOD, Zool Mr B. R. Nayak, Gym Inst.
42.	P.G. Hostel (Ladies) All teachers staying in the hostel shall perform their duties as Deputy Superintendents	Supdt. :Miss B. Mohanty, MSW
43.	Free Studentship in Chief	Mrs. P.K. Samal, HOD, Math
	+3Arts. +2 Sc	Mr. B.N. Satapathy, HOD Hist. Dr. N.K.Sahoo, Chem

Sl. No.	Assignment	Name & Deptt.	CALENDAR
	+3 Sc	Mr. M. Mohapatra, Math.	
	+3 Com	Mr. M.C.Parida, Com	
44.	Abstract of Attendance Committee Science, Arts & Commerce		
45.	Form Verification		
	+2 Arts	<b>Chief – Dr. P.K. Choudhury, Odia</b>	
		1.Miss. H.Pani, Edn	
		2.Dr. P.K. Panda, Sans	
		3.Mr P. Mohanty, Eng	
		4. Mrs S. Karungo, Sans	
		5. Mrs D. Dyutisikha, W.S	
		6. Mrs M.M. Pattnaik, Sociology	
	Sc.	<b>1. Mrs M. Barik, Math</b>	
		2. Miss L. Parida, Zool	
		3. Mrs P. Pradhan, Chem	
		4.Mrs S. Panda, Phy.	
	Com	<b>1.Mr L. Sahoo, Com</b>	
		2.Mr M.C.Parida, Com	
		3. Mr S. Mohapatra, Com	
		4. Mr M.C. Sahoo, Com	
		5. Miss. B. Mishra, Com	
	Autonomous (+3) P.G.	<b>Department Heads and the Faculties</b>	
		All HODs	
46.	Tabulation		

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>	CALENDAR
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- |     |                              |   |  |
|-----|------------------------------|---|--|
| 47. | Vocational Education         | 1. Mr G.P. Nayak, Inst<br>2. Mr S. Mallick, Inst  |  |
| 48. | Anti Ragging Cell            | All HODs  |  |
| 49. | Anti Sexual Harassment Cell  |   |  |
|     | Member                       | <b>Chairman – Mr L. Mishra, HOD, Eco.</b><br>1. Mrs K. Pattnaik, HOD Bot<br>2. Mr A.K. Swain, HOD Com<br>3. Dr. H. Mishra, Pol. Sc. - Convenor<br>4. Dr. L. Dash, HOD Psy<br>5. Mrs Milly Bhuyan, HOD, Edn.<br>6. Mrs. S. Mishra, Com<br>7. Mrs R. Jena, Comp. Sc.                          |  |
| 50. | Development Committee        | Principal - Chairman, Ex-officio<br>Vice-Principal, Member Secy., Ex-officio<br>Sj. Binod Ch. Routray, Member GB.<br>All HODs<br>Dr. P.K. Choudhury (Odia)<br>Dr. K. Mishra (Odia)<br>Mr. S. Mohapatra (Com.)<br>Mr. H.K. Sahoo (Hist.)<br>Mrs. N. Mohapatra (Phy)<br>Dr. K. Pradhan (Eco.) |  |
| 51  | Disciplinary Committee (DpC) | Principal, Chairman, Exofficio<br>Vice-principal<br>Heads of Departments<br>Superintendents of all Hostels  |  |

Sl. No.	Assignment	Name & Deptt.
52.	Lib. Committee Chairman – Members	Principal 1. Dr P.K. Pradhan, Hist 2.Lt. C. Indrasingh, HOD Pol.
Sc.		3. Mr A.K. Swain, HOD Com 4.Mr B.K. Nayak, HOD Phil 5.Miss P.M. Behera, HOD
Lib.Sc.		6. Mr A.K. Nanda, HOD Eng. 7. Nirupama Mishra, Lib. Sc. 8. Mr. P.M.Pradhan, Librarian
53.	Students Council Chairman Vice Chairman – Convenor	Principal Mr L. Mishra, HOD Eco. Dr. B. Parhi Dr. L. Dash, HOD, Psy Mrs M. Bhuyan, HOD, Edn. Mr Arun K. Nayak, HOD Chem Mr A.K. Swain, HOD Com Mrs R. Jena, HOD IT &
Sc.		
Com.		
IT		
Comp.Sc.		
Members	Arts	1. Dr. P.K. Pradhan, Hist 2. Dr. H. Mishra, Pol. Sc.
Sc.		1. Mr S. K. Mohanty, HOD Phy 2.Mrs N. Mohapatra, Phy
Com		1. Mr L. Sahoo, Com 2 Mrs S. Mishra, Com
Self Finance		1. Miss A. Patra, HOD MFC 2. Mr S. Malla, HOD B.Sc.ITM
NCC (Girls)		Lt. C. Indrasingh, HOD Pol. Sc.
NCC (Boys)		Mr M.C. Parida, Com
Rovers Rangers		Mrs N. Mohapatra, Phy
PET		2. Mr A. Pradhan, PET
Hostel Supdt.		1. Mr B.K. Nayak, HOD Phil



<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		2. Mr G.C. Mohanty, HOD Zool 3. Mr P.K. Rout, Phy. 4. Mrs N. Mishra, Lib. Sc. 5. Miss H. Sahoo, Bot Mr M. C. Parida, Com
	Dy. Supdt.	
54.	Cultural Association Secretary- Members-	<b>Dr. P.K. Pradhan, Hist</b> 1. Dr K. Mishra, Odia 2. N. Mohapatra, Phy 3. Mr A.K. Swain, Com 4. Dr. N.K. Sahoo, Chem 5. Mrs N. Mishra, Lib. Sc. 6. Miss H. Sahoo, Bot 7. Mrs S. Mishra, Com 8. Mr R. Rath, Hist 9. Mrs I. Pattnaik, W.S 10. Miss P. Pradhan, Music 11. Miss M. Mohanta, Sans.
55.	Odia Sahitya Samaj chairman	Principal, Chairman, Ex-officio Dr. B. Parhi, Odia, Vice-
	Secy.	Lt. C. Indrasingh, Pol. Sc. Mrs. H. Dei (Sans), Member
56.	Career Counseling & Placement Cell	Dr. P. K. Choudhury, Odia Dr. H. Mishra, Pol. Sc. Dr. (Mrs) S. Pattanaik, Chem <b>Dr. N.K. Sahoo, Chem.</b> Dr. A. Patra, Math Mrs S. Mishra, Com. Mr. S. Malla, BSC.ITM
57.	UGC Coaching for Service	Entry Mr. B.K. Nayak, HOD Phil

Sl. No.	Assignment	Name & Deptt.
58.	UGC Remedial Coaching	Mr .A.K.Swain,HOD, Com
59.	Public Information & RTI Officer	Dr. B. Das, Zool
60.	Controller of Exam Dy Controller	Dr. D.K. Rout, Prof. Emeritus 1. Dr. K. Pradhan, Eco 2. Mr J. Dalai, Statistics 3. Mr P. Kanungo, Com
61.	Engineer In-charge	<b>Er. D. Mohapatra</b>
62.	Annual Day Celebration Members	Chairman Principal All HODs
63.	Alumni Association Members	Chairman Principal 1.Dr. N.K. Sahoo, Chem. 2. Mr. L. Sahoo, Com. 3. Mr P.K. Swain, Eco 4. Mrs R. Jena, Comp. Sc.
64.	Seminar Society	Arts 1. Dr. L. Dash, HOD, Psy 2. Mrs. H.Dei, HOD, Sans 3. Mrs M. Bhuyan, HOD Edn
	Sc.	1. Mrs K. Pattnaik, HOD Bot 2. Mr A.K. Nayak HOD Chem 3. Mr S.K. Mohanty, HOD Phy
	Com.	1. Mr A.K. Swain, HOD Com 2. Mrs S. Mishra, Com
	IT	1. Mrs R. Jena, Comp. Sc. 2. Mrs A. Pradhan, Comp. Sc.
65.	Officer Self Defence Training	
	(+3) & PG	2. Miss B.K. Mohanty, IT
66.	Students Prefect Committee Convener	<b>Mr A.K. Swain, HOD, Com</b>
	Members	All HODs

Sl. No.	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Dr. P.K.Pradhan, Hist Dr. H.Mishra, Pol.Sc Mr P.K. Rout, Phy
67.	Officer in charge, Income Tax	Mr. S.K. Mohanty, HOD Phy
68.	Officer in charge, RUSA	Mr S K Mohanty,HOD Phy
69.	Officer in charge, AISHE	Mr A K Nayak,HOD Chem
70.	UGC Review Committee (College Level) Chairman – Principal Members	Mr. L.Mishra, HOD, Eco Mrs. K.Pattanaik, HOD, Bot Mr. A.K.Nayak, HOD, Chem Mr. A.K.Swain, HOD, Com
71.	Planning Board	1. Principal 2. Coordinator IQAC 3. Accounts Bursar 4. Librarian 5.Mrs. M.Barik, Math 6.Mr. S. Mohapatra, Com
72.	In-Charge Furniture Sc Block Arts Block Com. Block	Mr. N.J. Das, Math Mr R. Bag, Hist Mr. L.Sahoo, Com

NOTICE NO. 53 / DATED : 10.09.19

## ASSIGNMENT OF CO-CURRICULAR ACTIVITIES – 2021-22

<u>No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
1	Secy. Staff Council	Prof. L. Mishra, HOD, Eco.
1	Secy. Staff Council	Prof. L. Mishra, HOD, Eco.
2.	Vice Principal	Prof. L. Mishra, HOD, Eco.
3.	Administrative Bursar	Prof S.K.Mohanty, HOD, Phy.
4.	Officer I/C UGC	Prof B.K.Nayak,HOD, Phil.
5.	Officer I/C NAAC	Dr. K. Pradhan, Eco.
6.	Accounts Bursar	Mr.A.K.Nayak, HOD, Chemistry
7.	Coordinator IGNOU	Mr. Arjuna Rauta. Lect. in Phil.
8.	Academic Bursar	
	Arts	i. Mr B.P. Biswal, Eng. ii. Dr. P. Panda, Odia iii. Miss S. Panda, Edn. iv. Dr. P.K. Panda, Sans. v. Mr. Arjuna Rauta, Phil.
	SC	i. Dr. N. K. Sahoo, Chem. ii. Mrs S. Senapati, Phy iii. Mr N.J. Das, Math iv. Mrs S. Sarangi, Zool. v. Mr. R. Dakhinakabat, Bot
	Com	i. Mr. A.K. Swain HOD, Com
	Self Finance	i. Mr S. Malla, HOD, B.Sc. ITM ii. Mr. R.R. Mishra, HOD, BBA
9.	Proctorial System Chief	<b>Chief Dr. B. Parhi, Dean Odia</b> i. Mr. N. Pradhan , Pol.Sc ii. Mrs. C. Das, Phil iii. Mrs. M Barik, Math iv. Miss. L.Parida, Zool v. Mrs. N. Mohapatra(Com) vi. Mrs. S. Mishra, Com
10.	Time Table	
	Arts	Dr. P.K. Choudhury , Odia

<b>Sl. No.</b>	<b>Assignment</b>	<b>Name &amp; Deptt.</b>
	Sc	Dr. N.K. Sahoo, Chem Mr. B.P. Mohapatra, Phy Mr A.K. Swain, HOD, Com
	Com	
11.	Officer I/C NCC(Boys) NCC(Girls)	Mr. M. C. Parida, Com Lt. C. Indrasingh, HOD, Pol. Sc
12.	Office I/C NSS(Boys) (+3)  Ladies	<b>i. Mr S. Mohapatra, Com</b> ii. M.K. Mohapatra, Math <b>i. Miss Biswakalpita Mohanty, IT</b> ii. Jnananjali Parida, Pol. Sc.
13.	Officer – YRC	i. Miss. A.Patra MFC iii. Jayadev Das, Pol. Sc. iv. Sonalika Sahoo, Stat. v. Mrs S. Panda, Phy
14.	Rovers & Rangers	<b>i. Mrs. N.Mohapatra (Phy)</b> ii. Mr J. Mohanty, Phil.
15.	I QAC	Principal, Chairman, Ex-officio Vice – Principal Coordinator – Dr. K. Pradhan, Eco Prof. L.P. Singh, Member G.B. Prof. P.B. Tripathy, Member, G.B. Dr, P.K. Choudhury, HOD, Odia Mrs K. Pattnaik ,HOD, Bot Mr. A.K.Nayak ,HOD, Chem Mr. G.C Mohanty ,HOD, Zool Mr. S.K. Mohanty ,HOD, Phy Mr. A.K. Swain ,HOD, Com Mrs A. Pradhan, HOD, Comp. Sc.
16.	Construction Committee	Principal, Chairman, Exofficio Dr. B.Mohanty, Member, GB Sj. B.Routray Member, GB Er. D. Mohapatra, Civil Mr. M.C. Parida, Com

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
17.	UGC Construction Committee	Principal Vice – Principal Director, CDC Er. D. Mohapatra, Engineer,  Civil  Er. T.P. Dhal, Architect Dr. P.K. Pradhan (Hist) Mrs. K.Pattnaik (HOD, Bot) Mr. A.K.Nayak, Account Bursar Mr. B.K.Nayak, UGC Officer Mr. A.K.Swain, HOD,  Commerce
18.	Research committee	Principal Dr. P.K. Pradhan (Hist) Mr. A.K. Swain (HOD, Com) Dr. B.Das (Zool) Dr. P.K. Choudhoury (Odia) Dr. L.Das (HOD, Psy) Dr. K.Pradhan (ECo) Mr. B.Nayak (HOD, Phil) Dr. S.S.Nath (Eng) Dr. N.K.Sahoo, (Chem)
19.	College Magazine	<b>Dr. K. Mishra, Odia</b> Mrs S. Das, Eng. Dr. P.K. Panda, Sans Dr S. Pattnaik, Chem. Mrs. S. Mishra, Com Mr. M. Mohanty, Comp. Sc. Miss B.L. Mohanty,Hindi
20.	College Calendar	<b>Mr. A.K. Nayak, HOD Chem</b>
21.	Admission Committee	<b>Mr. P.K. Rout, Phy</b> Mr. A.K. Swain, HOD, Com Dr. L. Dash, Psy

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
	+3 Adm in Charge	<b>Mr. M.C. Parida, Com</b> Miss P. Paramanik, Com, Mrs S. Parida, Bot. Mr A. Dixit, Phil.
	+3 SAMS	Mr. D. Sethi, Jr. Clerk Mrs. S.R. Mohanty, Demn. Chem. Mr. N.R. Patra, Demo, IT Mr. D. Dash, Jr. Clerk
22.	Examination in Chief ( +3)	<b>Mr. P.K.Rout, Phy</b>
	+3 Exam UG & PG	Mr. R.Mishra, BBA Mr. A. Rauta, Phil Mr. Mahendra Mohapatra, Math Miss M. Kar, Edn. Miss Mousumi Mohanta, Sans Miss M. Jena, Zool
23.	Sports Council Vice-President	<b>Mr. A.K. Swain, HOD, Com</b> Mrs H. Mishra, Pol. Sc. Mr. A.Pradhan, PET Mrs. S.Mishra, Com Miss. H.Sahoo, Bot Miss Subhashree Panda, Edn. S. Sahoo, Psy.

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Dr. S.Samal, Sociology Mr. S. Malla, B.Sc.ITM Mr Prasanna Routray, Pol. Sc. Mr Ajaya Ku. Baral, Eco R.R. Mishra, BBA Mrs B. Mishra, Com M.M. Mohapatra, Com Mr. S. Sahoo, I.S.Pool
24.	Ladies common room	Miss. B.L. Mohanty, Hindi Miss. D. Tripathy, Psy
	Gents common room	Mr. H.K. Sahoo, Hist
25.	Staff common room	Mrs. M.Bhuyan, HOD, Edn
26.	In-charge Cycle Stand	Mr A. Rauta, Phil
27.	In-charge Canteen	Dr. P.K. Pradhan (Hist) Mr. N.K. Pradhan, Pol.Sc
28.	Scholarship in-charge	<b>Chief – Mr S. Nayak, Chem</b> 1.Mr. D.N.Sahoo, Edn 2. N.J. Das, Math. 3.Mr. M.C. Sahoo, Com 4. Munmun Mohapatra, Com 5. Sreedhar Bank, Odia 6. Durga Mishra, Chem 7. Mr. S. Mall, BITM 8. Mr. D. Sethi, Jr. Clerk
29.	In-charge Garden	<b>Mr A. Rauta, Phil</b>
30.	In-charge DSA	<b>Mr. M.C. Parida, Com</b> Mr. P.K. Swain, Eco. Miss. H.Sahoo, Bot Mrs N. Mishra, Lib. & Inf. Sc.
31.	Despatch of Mark Arts	<b>Chief – Dr. A. Patra, Math.</b> Miss.D. Tripathy, Psy Mr. D.K.Sahoo, Demo. Psy Mrs. P.M. Swain, Odia Miss. L.R. Pradhan, Odia Mrs. B.Kar, Phil.



<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		S. Panda, Edn P.K. Routray, Pol. Sc. R Bag, Hist I. Pattnaik, W.S. R.K. Dash, Eng Dr. B.K. Sahoo, Odia <b>Mrs. N. Mohapatra, Phy</b> Madhusmita Jena, Zool. Mrs. K. Sahoo, Demo. Phy Mrs S. Kanungo, Demo Chem. Miss. P. Singh, Demo. Zool Mrs P. Pradhan, Chem. Mrs S. Parida, Bot. Mrs S. Panda, Phy Dr. A.K. Behera, Phy Mrs L. Mallick, Math P. Sahoo, Demn. Chem S. Behera, Demn. Chem R.R. Muduli, Demn., Bot <b>Mrs B. Mishra, Com</b> P. Rout, Eng. Mrs. S. Mansingh, Comm Miss S. Panda, Odia Mrs N. Mohapatra, Com Miss S. Tripathy, Odia P. Parimanik, Com
32.	GD (Eng) Arts	<b>Chief – Mr A.K. Nanda, English</b> Co-ordinator – Dr. H.Mishra, Pol.Sc Mrs. M. Bhuyan, HOD Edn Mrs. D. Tripathy, Psy Mrs D. Dyutisikha, W.S Mrs I. Pattnaik, W.S

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
	Sc. Co-ordinator (G.D) – <b>Chief - Dr. B. Das, Zool</b>	1. Mrs. I. Acharya, Eng 2. Dr. (Mrs) S. Pattnaik, Chem 3. Mrs P. Pradhan, Chem 4. Miss L. Parida, Zool 5. Miss H. Sahoo, Bot 6. Mr H. Mohapatra, Bot
	Com. Co-ordinator (GD) – <b>Chief - Mr. L. Sahoo, Com</b>	1. Dr S.S. Nath, Eng 2. Mr S. Mohapatra, Com 3. Mrs. S. Mansingh, Com 4. Mrs. N. Mohapatra, Com
	Self Finance Co-ordinator – <b>Miss A. Patra, MFC</b>	1. Miss P. Dash, MFC 2. Mr. S. Malla, BITM 3. Mrs. S.S.S. M. Swain, Comp.Sc 4. Mrs R Jena, Comp. Sc.
33.	English Debate	<b>1. Mr A.K. Nanda, Eng</b> 2. Mr. B.P. Biswal, Eng 3. Dr. S.S. Nath, Eng 4. Mr I. Acharya, Eng 5. Mr P. Mohanty, Eng
34.	Odia Debate	1. Dr. P.K. Choudhury, Odia 2. Dr. P. Panda, Odia 3. Dr K. Mishra, Odia 4. Mrs B. Nayak, Odia 5. Mrs H. Dei, HOD Sans 6. Mr P.K. Panda, Sans 7. Mrs S. Kanungo, Sans 8. Mr. Purna Ch, Sahoo, Odia 9. Miss Santoshi Mohanty, Odia
35.	Hindi Debate	<b>Miss B.L. Mohanty, HOD Hindi and Faculties</b>

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
36.	Finance Committee UGC  Bursar  Officer	Principal Ex-officio 1. Mr. L.Mishra, HOD, Eco 2. Mrs. S.Mishra, Com 3. Mr A.K. Nayak, Accounts  4. Mr B.K. Nayak, HOD Phil, UGC
37.	Supdt. L. Hostel (Mahadevi) All teachers staying in the hostel shall perform their duties as Deputy Superintendents.	Mrs N. Mishra, Lib. Sc.
38.	Supdt. L. Hostel (Mandakini) All teachers staying in the hostel shall perform their duties as Deputy Superintendents.	<b>Miss H. Sahoo, Bot</b>
39.	Supdt. B. Hostel (Mahodadhi) Dy. Supdt. Asst. Supdt.	<b>Mr B.K. Nayak, HOD Phil</b> Mr. M.C. Parida, Com Dr. P.K. Panda, Sans Mr Sreedhar Bank, Odia Mr J. Mohanty, Phil Mr H. Deo, Psy Mr. A. Baral, Eco
40.	Supdt. B. Hostel (Meghasan) Dy. Supdt.	<b>Mr P.K. Rout, Lect. in Phy</b> Mr R. K. Das, Eng.
41.	Supdt. B. Hostel (Mahanadi) Dy. Supdt.	<b>Mr G.C. Mohanty, HOD, Zool</b> Mr B. R. Nayak, Gym Inst.
42.	P.G. Hostel (Ladies) Supdt. All teachers staying in the hostel shall perform their duties as Deputy Superintendents	<b>Miss B. Mohanty, MSW</b>
43.	Free Studentship in Chief +3Arts.	<b>Mrs. P.K. Samal, HOD, Math</b>  Mr. B.N. Satapathy, HOD Hist.

Sl. No.	Assignment	Name & Deptt.
	+3 Sc	Mr. M. Mohapatra, Math.
	+3 Com	Mr. M.C.Parida, Com
44.	Abstract of Attendance Committee Science, Arts & Commerce	
45.	Form Verification	
	+2 Arts	<b>Chief – Dr. P.K. Choudhury, Odia</b>
		1. Miss. H.Pani, Edn
		2. Dr. P.K. Panda, Sans
		3. Mr P. Mohanty, Eng
		4. Mrs S. Kanungo, Sans
		5. Mrs D. Dyutisikha, W.S
		6. Mrs M.M. Pattnaik, Sociology
	Sc.	1. <b>Mrs M. Barik, Math</b>
		2. Miss L. Parida, Zool
		3. Mrs P. Pradhan, Chem
		4. Mrs S. Panda, Phy.
	Com	1. <b>Mr L. Sahoo, Com</b>
		2. Mr M.C.Parida, Com
		3. Mr S. Mohapatra, Com
		4. Mr M.C. Sahoo, Com
		5. Miss. B. Mishra, Com
	Autonomous (+3) P.G.	<b>Department Heads and the Faculties</b> All HODs

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
47.	Vocational Education	1. <b>Mr G.P. Nayak, Inst</b> 2. Mr S. Mallick, Inst
48.	Anti Ragging Cell	All HODs
49.	Anti Sexual Harassment Cell	<b>Chairman – Mr L. Mishra, HOD, Eco.</b> <b>Member</b> 1. Mrs K. Pattnaik, HOD Bot 2. Mr A.K. Swain, HOD Com 3. Dr. H. Mishra, Pol. Sc. - Convener 4. Dr. L. Dash, HOD Psy 5. Mrs Milly Bhuyan, HOD, Edn. 6. Mrs. S. Mishra, Com 7. Mrs R. Jena, Comp. Sc.
50.	Development Committee	Principal - Chairman, Ex-officio Vice-Principal, Member Secy., Ex-officio Sj. Binod Ch. Routray, Member GB. All HODs Dr. P.K. Choudhury (Odia) Dr. K. Mishra (Odia) Mr. S. Mohapatra (Com.) Mr. H.K. Sahoo (Hist.) Mrs. N. Mohapatra (Phy) Dr. K. Pradhan (Eco.)
51	Disciplinary Committee (DpC)	Principal, Chairman, Exofficio Vice-principal Heads of Departments Superintendents of all Hostels

Sl. No.	Assignment	Name & Deptt.
52.	Lib. Committee Chairman – Members	Principal 1. Dr P.K. Pradhan, Hist 2.Lt. C. Indrasingh, HOD Pol.
Sc.		3. Mr A.K. Swain, HOD Com 4. Mr B.K. Nayak, HOD Phil 5. Miss P.M. Behera, HOD
Lib.Sc.		6. Mr A.K. Nanda, HOD Eng. 7. Nirupama Mishra, Lib. Sc. 8. Mr. P.M.Pradhan, Librarian
53.	Students Council Chairman Vice Chairman – Convenor	Principal Mr L. Mishra, HOD Eco. Dr. B. Parhi Dr. L. Dash, HOD, Psy Mrs M. Bhuyan, HOD, Edn.
Sc.		Mr Arun K. Nayak, HOD Chem
Com.		Mr A.K. Swain, HOD Com
IT		Mrs R. Jena, HOD IT &
Comp.Sc.		
Members Arts		1. <b>Dr. P.K. Pradhan, Hist</b> 2. Dr. H. Mishra, Pol. Sc.
Sc.		1. <b>Mr S. K. Mohanty, HOD Phy</b> 2. Mrs N. Mohapatra, Phy
Com		1. <b>Mr L. Sahoo, Com</b> 2 Mrs S. Mishra, Com
Self Finance		1. <b>Miss A. Patra, HOD MFC</b> 2. Mr S. Malla, HOD B.Sc.ITM
NCC (Girls)		Lt. C. Indrasingh, HOD Pol. Sc.
NCC (Boys)		Mr M.C. Parida, Com
Rovers Rangers		Mrs N. Mohapatra, Phy
PET		2. Mr A. Pradhan, PET
Hostel Supdt.		1. Mr B.K. Nayak, HOD Phil

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		2. Mr G.C. Mohanty, HOD Zool 3. Mr P.K. Rout, Phy. 4. Mrs N. Mishra, Lib. Sc. 5. Miss H. Sahoo, Bot Mr M. C. Parida, Com
	Dy. Supdt.	
54.	Cultural Association Secretary- Members-	<b>Dr. P.K. Pradhan, Hist</b> 1. Dr K. Mishra, Odia 2. N. Mohapatra, Phy 3. Mr A.K. Swain, Com 4. Dr. N.K. Sahoo, Chem 5. Mrs N. Mishra, Lib. Sc. 6. Miss H. Sahoo, Bot 7. Mrs S. Mishra, Com 8. Mr R. Rath, Hist 9. Mrs I. Pattnaik, W.S 10. Miss P. Pradhan, Music 11. Miss M. Mohanta, Sans.
55.	Odia Sahitya Samaj chairman	Principal, Chairman, Ex-officio Dr. B. Parhi, Odia, Vice-
	Secy.	Lt. C. Indrasingh, Pol. Sc. Mrs. H. Dei (Sans), Member
56.	Career Counseling & Placement Cell	Dr. P. K. Choudhury, Odia Dr. H. Mishra, Pol. Sc. Dr. (Mrs) S. Pattanaik, Chem <b>Dr. N.K. Sahoo, Chem.</b> Dr. A. Patra, Math Mrs S. Mishra, Com. Mr. S.Malla, BSC.ITM
57.	UGC Coaching for Service	Entry Mr. B.K. Nayak, HOD Phil

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
58.	UGC Remedial Coaching	Mr .A.K.Swain,HOD, Com
59.	Public Information & RTI Officer	Dr. B. Das, Zool
60.	Controller of Exam Dy Controller	Dr. D.K. Rout, Prof. Emeritus 1. Dr. K. Pradhan, Eco 2. Mr J. Dalai, Statistics 3. Mr P. Kanungo, Com
61.	Engineer In-charge	<b>Er. D. Mohapatra</b>
62.	Annual Day Celebration Members	Chairman Principal All HODs
63.	Alumni Association Members	Chairman Principal 1. Dr. N.K. Sahoo, Chem. 2. Mr. L. Sahoo, Com. 3. Mr P.K. Swain, Eco 4. Mrs R. Jena, Comp. Sc.
64.	Seminar Society	Arts 1. Dr. L. Dash, HOD, Psy 2. Mrs. H.Dei, HOD, Sans 3. Mrs M. Bhuyan, HOD Edn Sc, 1. Mrs K. Pattnaik, HOD Bot 2. Mr A.K. Nayak HOD Chem 3. Mr S.K. Mohanty, HOD Phy Com, 1. Mr A.K. Swain, HOD Com 2. Mrs S. Mishra, Com IT 1. Mrs R. Jena, Comp. Sc. 2. Mrs A. Pradhan, Comp. So.
65.	Officer Self Defence Training	
	(+3) & PG	2. Miss B.K. Mohanty, IT
66.	Students Prefect Committee Convener	<b>Mr A.K. Swain, HOD, Com</b>
	Members	All HODs



<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
		Dr. P.K.Pradhan, Hist Dr. H.Mishra, Pol.Sc Mr P.K. Rout, Phy
67.	Officer in charge, Income Tax	Mr. S.K. Mohanty, HOD Phy
68.	Officer in charge, RUSA	Mr S K Mohanty,HOD Phy
69.	Officer in charge, AISHE	Mr A K Nayak,HOD Chem
70.	UGC Review Committee (College Level) Chairman – Principal Members	Mr. L.Mishra, HOD, Eco Mrs. K.Pattanaik, HOD, Bot Mr. A.K.Nayak, HOD, Chem Mr. A.K.Swain, HOD, Com
71.	Planning Board	1. Principal 2. Coordinator IQAC 3. Accounts Bursar 4. Librarian 5.Mrs. M.Barik, Math 6.Mr. S. Mohapatra, Com
72.	In-Charge Furniture Sc Block Arts Block Com. Block	Mr. N.J. Das, Math Mr R. Bag, Hist Mr. L.Sahoo, Com

NOTICE NO.: 38 / DATED : 23.03.22

## ASSIGNMENT OF CO-CURRICULAR ACTIVITIES – 2022-23

Sl. No.	Assignment	Name & Deptt.
1	Secy. Staff Council	Prof. S.K. Mohanty, HOD Phy
2.	Administrative Bursar	Prof S.K.Mohanty, HOD, Phy.
3.	Officer I/C UGC	Prof B.K.Nayak, HOD, Phil.
4.	Officer I/C NAAC	Dr. K. Pradhan, Eco. (Coordinator)
5.	Accounts Bursar	Mr. Srikanta Mohapatra, Comm.
6.	Chief Academic Bursar	Dr. P.K. Choudhury, HOD, Odia
	Arts	Mr. B.P.Biswal, Eng Mr H. Sahoo, Hist. Dr. P.Panda, Odia
	SC	Mrs.S. Senapati, Phy
	Com	Mrs. S. Sarangi, Zool L. Sahoo, Com M.C. Sahoo, Com
	Self Finance	Mrs. R. Jena, IT
7.	Proctors in Chief	
	Arts	Dr. P.K.Choudury, Odia
	Sc.	Dr. A.K.Patra, Math
	Com.	Mrs. S. Mansingh Com
	Self Financing	Mrs. R.Jena, IT
8.	Time Table	
	Arts	Dr. K. Mishra , Odia
	Sc	R.K Dash, Eng B. Mohapatra, Phy
	Com	R. Dakhinakabat, Bot Mr L.Sahoo, Com.

Sl. <u>Assignment</u> <u>No.</u>	<u>Name &amp; Deptt.</u>
9. <b>Officer I/C</b> NCC(Boys) NCC(Girls)	Mr. A. Rauta, Phil. Lt. C. Indrasingh, HOD, Pol. Sc
10. <b>Office I/C</b> NSS(Boys) (+3)  Ladies	M.K. Mohapatra, Math Mr. Ajit Sahoo, Odia S. Kanungo, Sanskrit I Patri, Edn
11. <b>Officer – YRC</b>	Miss. A.Patra MFC A.K.Baral, Eco Sonalika Sahoo, Stat. Mrs S. Panda, Phy
12. <b>Rovers &amp; Rangers</b>	Mrs. N. Mohapatra (Phy) Mr J. Mohanty, Phil.
13. <b>IQAC</b>	Principal,Chairman, Ex-officio Coordinator – Dr. K. Pradhan, Eco Mr. S.K. Mohanty ,HOD, Phy Mr. A.K. Swain, HOD, Com Mrs. M. Bhuyan, HOD, Edn
14. <b>Construction Committee</b>	Principal, Chairman, Exofficio Dr. B.Mohanty, Member, GB Sj. B.Routray Member, GB Er. D. Mohapatra, Civil Mr. M.C. Parida, Com

Sl. No.	Assignment	Name & Deptt.
15.	UGC Construction Committee	Principal Vice – Principal Director, CDC Er. D. Mohapatra, Engineer, Civil Er. T.P. Dhal, Architect Account Bursar Administrative Bursar Mr. B.K.Nayak, UGC Officer
16.	Research committee	Principal Mr. A.K. Swain (HOD, Com) Dr. B. Das (Zool) Dr. P.K. Choudhoury (Odia) Dr. L. Dash (HOD, Psy) Dr. K. Pradhan (Eco) Dr. H. Mishra, Pol. Sc. Mr. B. Nayak (HOD, Phil) Dr. S.S. Nath (Eng) Dr. N.K. Sahoo, (Chem)
17.	College Magazine	Dr. L. Dash, Psy Mr. A.K. Nanda, Eng Dr. P. Panda, Odia Dr. S. Pattnaik, Chem Dr. P.K. Panda, Sans Miss B. Mohanty, MSW Dr. J. Khuntia, Hindi
18.	College Calendar	Mr. S. k. Mohanty, Phy
19.	Admission Committee	Mr. A.K. Swain, HOD, Com Mrs. M. Bhuyan, Edn. Miss. H. Sahoo, Bot

Sl. Assignment No.	Name & Deptt.
	Mrs. I. Rout, Eng
	Dr. (Mrs) S. Pattnaik, Chem
	Mrs P. Pradhan, Chem
	Miss H. Sahoo, Bot
Com.Co-ordinator (GD) – Chief -	Mr. L. Sahoo, Com
	Dr S.S. Nath, Eng
	Mr S. Mohapatra, Com.
	Mrs. S. Mansingh, Com
	Mrs. N. Mohapatra, Com
Self Finance Co-ordinator –	Miss A. Patra, MFC
	Miss P. Dash, MFC
	Mr. S. Malla, BITM
	Mrs. S.S.S. M. Swain, Comp.Sc
	Mrs R Jena, Comp. Sc.
31. English Debate	Mr A.K. Nanda, Eng
	Mr. B.P. Biswal, Eng
	Dr. S.S. Nath, Eng
	Mr I. Rout, Eng
	Dr. P. Mohanty, Eng
32. Odia Debate	Dr. P.K. Choudhury, Odia
	Dr. P. Panda, Odia
	Dr K. Mishra, Odia
	Mrs H. Dei, HOD Sans
	Dr. P.K. Panda, Sans
	Mrs S. Kanungo, Sans
	Miss Santoshi Mohanty, Odia
33. Hindi Debate	Miss B.L. Mohanty,
	HOD Hindi and Faculties

Sl. <u>Assignment</u> <u>No.</u>	<u>Name &amp; Deptt.</u>
34. Finance Committee UGC	Principal Ex-officio Mr. S.K. Mohanty, Phy Dr. P.K. Choudhury, Odia Mrs. S.Mishra, Com Accounts Bursar Mr B.K. Nayak, HOD Phil, UGC Officer
35. Supdt. L. Hostel (Mandakini)	Mrs S. Kanungo, Sans Deputy A. Nayak, Hist. All teachers staying in the hostel shall perform their duties as Asst. Superintendents.
36. Supdt. L. Hostel (Mahadevi)	Mrs. N.Mishra, Lib.Sc Deputy M. Mahanta, Sans All teachers staying in the hostel shall perform their duties as Asst. Superintendents.
37. Supdt. B. Hostel (Mahodadhi) Dy. Supdt.	Mr. B.K.Nayak, Phil Mr. M.C. Parida All teachers staying in the hostel shall perform their duties as Asst. Superintendents.
38. Supdt. B. Hostel (Meghasan)	Mr. A. Rauta, Phil All teachers staying in the hostel shall perform their duties as Asst. Superintendents.

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**CALENDAR**

Sl. No.	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
39.	PG Mahanadi Hostel Sepdt.	Dr. P. B. Mohanty, Eng.
40.	P.G. Hostel (Ladies) Supdt. :	Miss B. Mohanty, MSW Deputy P.P. Samantray, Comp.Sc. All teachers staying in the hostel shall perform their duties as Asst. Superintendents
41.	Free Studentship in Chief	Mr. B.N. Satapathy, Hist
	+3Arts.	H. Dei, Sans
	+3 Sc	Dr. S.K. Panda, Chem
	+3 Com	L.Sahoo, Com
42.	Abstract of Attendance	T. Behera, Hist M. Jena, Zool N. Mohapatra, Com
43.	Form Verification	Chief - P.K. Rout, Phy
	Autonomous (+3)	Department Heads and the Faculties
44.	P.G.	All HODs

**CALENDAR**

<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
59.	Engineer In-charge	Er. D. Mohapatra
60.	Annual Day Celebration Members	Chairman Principal All HODs
61.	Alumni Association In-charge	Dr. N.K.Sahoo, Chem
62.	Seminar Society Arts	Dr. L. Dash, HOD, Psy Mrs. H.Dei, HOD, Sans Mrs M. Bhuyan, HOD Edn
	Sc.	Mr S.K. Mohanty, HOD Phy Mrs. S. Sarangi, Zool
	Com.	Mr A.K. Swain, HOD Com Mrs S. Mishra, Com
	IT	Mrs R. Jena, Comp. Sc. Mrs A. Pradhan, Comp. Sc.
63.	Officer Self Defence Training (+3) & PG	Ms Khirabdhi T. Mishra, Zool Miss B.K. Mohanty, IT
64.	Students Prefect Committee Convener  Members	Mr A.K. Swain, HOD, Com Mr. S.K. Mohanty, HOD, Phy Lt. C. Indrasingh, Pol.Sc Dr. H.Mishra, Pol.Sc P.K. Rout, Phy Dr. M. Barik, Math S.Patra, IT S. Mishra, Com S.Malla, IT S. Senapati, Geo
65.	Officer in charge, Income Tax	Mr. S.K. Mohanty, HOD Phy



<u>Sl. No.</u>	<u>Assignment</u>	<u>Name &amp; Deptt.</u>
66.	Officer in charge, RUSA	Mr S.K. Mohanty, HOD Phy
67.	Officer in charge, AISHE	Dr. P.K. Choudhury, Odia
68.	Officer in charge, World Bank	Dr. K. Pradhan, Eco
69.	UGC Review Committee (College Level) Chairman – Members	Principal Mr. A.K. Swain, Com Dr. B. Dash, Zoo Mr. L. Dash, HOD, Psy Mr. P.K. Choudhury HOD, Odia Mrs. M. Bhuyan, Edn
70.	Planning Board Head	Principal Coordinator IQAC Administrative Bursar Accounts Bursar Librarian PET
71.	In-Charge Furniture Sc Block Arts Block Com. Block Self Finance	Mr Samir Swain, Bot P.K. Routray, Pol. Sc. Mr. M. Parida, Com Mr N. R. Patra, IT
72.	College Website.	Mr S. Malla, ITM
73.	Officer in charge EPF	S. Nayak, Chem

# Admission Rules of SAMS

https://www.sams.edu/highered/degreecolleges/

**SAMS** Higher Education Degree Colleges

Home e-Books TAG

## Welcome to Higher Education Degree Colleges

Providing a valid OHSE, Full Number and Course Certificate Number, the ETRC Registration Card and Waiver for Common Application Form will help you Auto-Register online application. Along with this if you have Ohio High School Placement then your application will be treated as Auto-Registered application. In such case only "Additional Costs" of the LAF will be generated. There is no need for you to submit any printed copy physically at the SAMS Resource Centre. That process will save your valuable time & money.

[Student Login](#) [View Your Selection Status](#)

[Common Prospectus \(CP\)](#) [User Manual](#) [HPC Apply Online](#)

### NOTICES

[View More](#)

- Training Programme on admission to the Model Colleges selected HCs for admission into UG, P.G. and B.Ed. Courses for the AY 2024-25.
- Opening the list of SAMS HPC portal for writing application from the Educational Agencies for grant of TS-TR-Dependancy.
- Publication of Advertisement for the Timeline and Important Notice for

1. Online payment of admission fees and choosing **Proctor** / **Self Proct** option by the applicants selected in **Phase-I** (1st round) admission is hereby extended up to **29.06.2024**.

District:  College:  [Individual College Profile](#)

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# COMMON PROSPECTUS

Student Academic Management System

Higher Education Department,  
Government of Odisha



## DEGREE (+3) Academic Session 2024-25



Please  
read the prospectus  
carefully before filling the  
Common Application  
Form (CAF)



Ragging in any form in HEIs is an offence and  
punishable under law

An applicant applying in two or more CAFs is liable for rejection.

FOR MORE DETAILS PLEASE CONTACT

Sanyog Helpline (Toll Free) Number 155335 or 1800-345-6770

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## ANNEXURE

Annexure-1	.....	Applicant CAF Copy
Annexure-2	.....	Equivalent Board List
Annexure-3	.....	Validation for NIOS Applicant
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Annexure-5	.....	Reservation Notification
Annexure-6	.....	PwD and Weightage Notification
Annexure-7	.....	Eligibility of Diploma Application
Annexure-8	.....	Sports Weightage Guidelines
Annexure-9	.....	Prohibition of Ragging
Annexure-C(1)	.....	Anti-Ragging Undertaking (Applicant)
Annexure-C(2)	.....	Anti-Ragging Undertaking (Parents/Guardian)

## Definitions & Acronyms

<b>HEIs</b>	Higher Education Institutions (All Universities/Colleges)
<b>HEI Copy</b>	Copy of CAF which is to be submitted at the applied college (Annexure-1 of CP)
<b>MRN</b>	Money-Receipt-Cum-Index Number holds the key for any future queries/references made by the applicant.
<b>BSE, Odisha</b>	Board of Secondary Education, Odisha
<b>CBSE</b>	Central Board of Secondary Education
<b>ICSE</b>	Indian Council of Secondary Education
<b>CAF</b>	Common Application Form
<b>CHSE (O)</b>	Council of Higher Secondary Education, Odisha
<b>CLC</b>	College Leaving Certificate
<b>Individual College Profile</b>	This profile gives information regarding the streams (Arts / Science / Commerce/Sanskrit/LAW/4yr Integd. B.Ed.), Subjects, sanctioned strength in each Subject, Hostel Facilities, Admission Fees, etc. of each HEL.
<b>CP</b>	Common Prospectus
<b>Destination HEI</b>	Where the applicant is selected to take admission (as mentioned in the Intimation Letter)
<b>Internet Facility Center</b>	It is a facility center, opened within the college premises where students/parents/guardians can apply online and take printouts of filled application form
<b>HED</b>	Higher Education Department
<b>SBY Deptt.</b>	Sports and Youth Services Department
<b>Help Desk</b>	Helpdesk consists of a group of teaching and non-teaching staff of the college. It educates the applicants about different procedures of e-Admission.
<b>Rol</b>	Return of Intermediate
<b>SAMS</b>	Student Academic Management System
<b>SRC</b>	SAMS Resource Center
<b>SAMS Resource Center</b>	The list of these colleges is available on the website <a href="http://www.sams.odisha.gov.in">www.sams.odisha.gov.in</a>
<b>Sanjog Helpline Toll-Free Number</b>	155225 OR 1800-345-6770: It is a toll-free helpline number that provides information to applicants/parents/general public on queries related to e-Admission.
<b>HEIs</b>	Higher Education Institutions (All Universities/Colleges)

## Highlights of the Common Prospectus: 2024-25

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- 1) Online admission into 1st year degree (+3) classes (e-Admission) is compulsory for U.G. courses in the Universities and (+3) (Degree) Colleges including Sanikirti (Shastri) Colleges coming under Higher Education Department, Government of Odisha for the Academic Session 2024-25.
- 2) The Following HEIs as well as Courses have been included under SAMS for admission into UG Courses for the Academic Session: 2024-25.
  - i) 4 Year B.A. B.Ed. / B.Sc. B.Ed. courses running at the following HEIs are included in the SAMS e- Admission process.
    - (a) Gangadhar Meher University, Sambalpur (100 Seats)
    - (b) Utkal University, Bhubaneswar (50 Seats for B.A. B.Ed.)
    - (c) Ravenshaw University, Cuttack (100 Seats)
  - N.B: In the last Academic Session: 2023-24, the following HEIs have already been included under SAMS for 4 Year B.A. B.Ed. / B.Sc. B.Ed. courses.
    - a) Fakir Mohan Autonomous College, Balasore
    - b) Maharaja Purna Chandra Autonomous College, Mayurbhanj
    - c) Samanta Chandra Sekhar Autonomous College, Paral
  - ii) Admission to the B.Sc. ITM program with intake capacity of 128 seats at Ravenshaw University, Cuttack and the B.Sc. IST program with intake capacity of 48 seats at Gangadhar University, Sambalpur will be conducted through the SAMS U.G. (Degree) portal.
  - iii) Admission into the 3-year BBA and BCA programs at Government and Aided HEIs (excluding those running in PPP mode) has been included in the SAMS U.G. portal. Applicants can visit the eligibility criteria section of this CP to view the requirements for enrollment in these programs.
  - iv) Admission into 5 years Integrated MBA (IMBA) with intake capacity of 60 seats and 5 years Integrated MCA (IMCA) with intake capacity of 60 seats at Utkal University will be conducted through the SAMS U.G. (Degree) portal.
  - v) Admission into 5 years Integrated B.A (LLB) course with intake capacity of 120 seats at Madhusudan Law University, Cuttack will also be conducted through the SAMS U.G. (Degree) portal.
- 3) From the Last Academic Session 2023-24, the B.A. (Law) Stream of National Law University, Cuttack with intake capacity of 10 seat for each subject (Total 5 subjects with intake capacity of 50 seats) has been included in the SAMS e-Admission process.
  - a) Applicant passing Higher Secondary (+2) or equivalent examination in Science, Commerce & Arts are eligible for B.A. (Law) Course in National Law University, Cuttack.
  - b) 25% seats from the intake seat strength shall be reserved for domicile applicants.
  - c) Selection will be done on basis of percentage of mark secured (merit basis) at the level of Higher-Secondary (+2) or equivalent examination.



- 4) Applicants applying in two or more CAFs are liable to be rejected.
- 5) In the current Academic Session, there will be 3 nos. of Phases for admission into U.G. Courses. That will be Phase-I, Phase-II & Phase-III. The Choice of Preferences will be captured once in a Phase.
- 6) From academic session-2024-25, Department has withheld the process of "Validation at SAMS Resource Centers (SRCs)" prior to admission. The applicants are advised not to visit any SRCs for validation of their CAF until admission.
- 7) The Phase-I will consist of 4 rounds of selection. The reservation and weightage will be continued for 1<sup>st</sup> and 2<sup>nd</sup> rounds of selection. In the 3<sup>rd</sup> round, the de-reservation of seats will be carried out in absence of the eligible applicants of a specific category. The 4<sup>th</sup> round will be the last round for Phase-I, which will be a Waiting List Admission Round.
- 8) The online Common Application Form (CAF) will be available on the website [www.samsodisha.gov.in](http://www.samsodisha.gov.in) and can be accessed at any place where an internet facility is available. Please read the Common Prospectus (CP) carefully before filling-up the online CAF.
- 9) Each applicant has to register and create his/her own username and password in the SAMS portal to fill up the CAF. The uniqueness of the mobile number and e-mail id will be maintained. Applicants are required to login into their Student Login to access all type of admission related information such as CAF Apply, Online Payment of CAF/Admission Fees, etc.. Additionally, applicants are advised not to change their mobile numbers and mail id till the completion of the entire course.
- 10) The CBSE, Odisha students who have been passed out between the Academic Years 2013 and 2024 should not enter the examination mark details. The information will automatically populate in the CAF after entering 'Examination Name', 'Year of Passing', 'Exam Type', and 'Roll Number'. The data which are auto populated will be in non-editable format. Further, applicants are advised to provide the Applicant Name as mentioned in their CBSE Result at the time of registration.
- 11) For CBSE/ICSE/Other Boards students have to fill up all the entries in the CAF as per their 12<sup>th</sup> or equivalent result.
 

**NOTE:** For Bihar/Ranchi/Jharkhand Board applicants, a Pop-up window shall appear when they will enter their roll number in the CAF. The pop-up window will provide the necessary guidelines for writing Roll Numbers for these applicants. It should be a combination of Roll Code and Roll Number. For e.g. if Roll Code - 8108 and Roll No. - 10103, then the Roll Number will be 81080103.
- 12) An applicant can exercise minimum 5 and maximum as much as options/choices in their CAF. Applicants can change their options (HEI + Stream + Honours/Pass) in their respective CAF within the timeline till final submission of CAF.

- 13) After submitting the Common Application Form (CAF), if any mistakes encountered by the applicant or any changes required in the CAF, s/he can **edit the details once by entering the OTP received in his/her registered mobile number** within the approved timeline.
- 14) Selection of options/choice for the HEIs as well as subjects is of utmost importance. Therefore, applicants are advised to think properly regarding their preference college and subject before filling up the CAF. They should consult their parents, teachers, and friends in this respect.
- HEIs preferences entered by the applicants will be continued throughout a particular phase. No new options will be allowed for those applicants in the next round of the selection process in a particular Phase.
- 15) After the closure of admission process for the Academic Year 2024-25, applicants will be not allowed to change their Honours subject. Therefore, applicants are advised to select their Honours subject carefully.
- 16) Applicants have to pay the CAF fees & Admission fees in online mode only. ONLINE payment is compulsory to deposit the CAF Fees & admission fees through the prescribed bank gateways. e-Challan Facility and offline payment option will be not available.
- 17) The CAF fees for General Applicants is Rs. 275/- and for SC/ST Applicants is Rs. 175/-. The amount of CAF fees will be printed at the top of the "Applicant Copy" of the CAF. No refund can be claimed after submitting the CAF.
- NOTE:** PwD (Both Temporary & Permanent with above 40% Disability) / Child without Biological parents/ Green Passage Scheme/ Staying at CCI/ TG (Third Gender / Transgender) applicants are exempted from paying the CAF Fees, if any applicant during filling CAF has mentioned as "PwD (Both Temporary & Permanent with above 40% Disability) / Child without Biological parents/ Green Passage Scheme/ Staying at CCI/ TG Category", but during verification of document, it is found that the particular applicant is not coming under "PwD (Both Temporary & Permanent with above 40% Disability) / Child without Biological parents/ Green Passage Scheme/ Staying at CCI/ TG Category", then error correction will be done in the CAF as per the guidelines and the CAF fees will be included in the admission fees.
- 18) Selection status will be transmitted through Five modes i.e.
- SMS (available in CAF)
  - E-mail (available in CAF)
  - WhatsApp Notification (available in CAF)
  - Website ([www.uamtsdisha.gov.in](http://www.uamtsdisha.gov.in)/[www.dha.odisha.gov.in](http://www.dha.odisha.gov.in)) Applicant's login
  - HEI Notice Board (Destination HEI's SAAE e-Space).
- 19) Only computer (Internet) generated CAF with Barcode number shall be accepted. DTP or typed or other forms of CAF shall not be allowed.
- 20) HEI-wise and Subject-wise seat strength & their admission fees are available on the SAAE website for information of general public and the applicants.

- 21) Like the last Academic Year, the counseling based online admission (Freeze, Slide & Float) will be done in online mode. The detail process of Counseling Based Admission Process has been given at "e-Admission Procedure" and "Principle of Selection" section.
- 22) During the 2024-25 academic session, applicants will be notified about their eligibility for various scholarship schemes, including the Laptop Scheme, e-Medhabruti, Vyesakabi Fakir Mohan Bhasebruti, Gopabandhu Sikhya Sahayata Yojana etc. on the basis of provided data in the CAF. It is recommended that all applicants fill out the CAF with the necessary information such as Income Certificate, Residence Certificate (even though it is not mandatory) and Income Slab appropriately.
- 23) Applicants who got a seat in a round are advised to do the following options after publication round wise selection:
- Freeze:** - If an applicant is satisfied with the allotted seat i.e. both the HEI and Subject, s/he can choose this option. After selecting the "Freeze" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. The applicants who will choose the "Freeze" option can download the Intimation Letter and have to visit the selected HEIs to complete the admission formalities.
  - Slide:** - If an applicant has accepted the allotted seat but also wants for a better Subject as well as HEI in his/her higher preferences, s/he can choose this option. After selecting the "Slide" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. However, such applicants need not have to visit the allocated HEIs, as they will not get the Intimation Letter and they will wait for the subsequent round of selection.
  - Float:** - If an applicant has accepted the allotted seat and also wishes a better Subject in their higher choice of subjects in the same HEI, s/he can choose this option. After selecting the "Float" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. However, such applicants need not have to visit the allocated HEIs, as they will not get the Intimation Letter and they will wait for the subsequent round of selection.
- 24) Whenever a seat is allocated, applicants are compulsorily required to choose their option - Freeze, Float or Slide - carefully. If the applicant will not choose any of the options that implies the applicant is rejecting the offered/allocated seat and s/he will be out of the counselling process in the subsequent rounds of that Phase.

- 25) Minority students who wish to enroll in Christ Degree College, Cuttack against 25% reserved seat are advised to submit an additional CAF Copy in offline mode at the destination HEI at the first selection merit list for admission into U.G. Courses will be prepared by the HEI in accordance with the 25% reservation within the sanctioned strength for each Honour.
- 26) During filling up the CAF, the applicants are mandatorily required to provide their Aadhaar Number in the required field. Aside, APAAR ID will also be asked to be entered during filling up the CAF.
- 27) After taking admission, the students are mandatorily required to create an Apear Id/ ABC ID by visiting <https://apaar.education.gov.in/>. The Academic Bank of Credits (ABC) ID and APAAR ID are the same thing. The APAAR/ABC ID is a 12-digit digital document that acts as a student's unique identifier in India. It stores and manages a student's academic information, including: Degrees, Diplomas, Certificates, Training details, and Co-curricular achievements.
- 28) As per Higher Education Department Letter No. 36286 dated 23.08.2023, it has been clarified that applicants who have paid the admission fees but are unable to provide the College Leaving Certificate (CLC) during the time of admission may be granted a grace period of 15 days to submit the original CLC along with an undertaking. However, if the applicants fail to produce the CLC within this 15-day period, their admission will be cancelled and the admission fees they have paid will be forfeited.
- 29) The CLC will be issued online to keep the admission and vacancy data automatically up-to-date on the SAMS portal. As per Higher Education Department Letter No. 14667 dated 18.04.2024 it has been clarified that the CLCs issued after the closure of admission period can only be surrendered within 15 days of their date of issuance.
- 30) After the reconciliation process, if a student cancels his/her admission or obtains CLC to enroll in a higher choice HEI from SAMS HEIs to SAMS or Non-SAMS HEIs until the closure of e-admission for the Academic Session 2024-25, HEIs will refund the entire admission fees (excluding Rs. 500/- as processing fees) to those students. This policy is applicable only for the First year U.G students (freshly admitted). Beyond the closure date, the refund of admission fees cannot be claimed by the applicants.
- 31) As per Higher Education Department Letter No. 3023 dated 05.02.2024, it has been clarified that all the academic fees except Mess charges have been waived in respect of the students with disabilities of 40% or more admitted in regular courses at the State Public Universities/ Government B. Aided Colleges coming under this Department. However, the students admitted in self-financing courses, the waiver of academic fees as well as hostel fees shall not be applicable.
- 32) From this Academic Session: 2024-25, both Temporary & Permanent type PwD applicants (40% & above) will get the reservation benefits in admission. In addition to the current PwD reservation, the allotment of seats for PwD applicants for each subject should not be more than 10% of the intake capacity.

- 33) From this Academic Session, Sports certificates obtained at the level of Schools (10th or below) should not be eligible to get any weightage marks for admission into U.G. Courses. Applicants, who have obtained the Sports Certificate at the level of Higher Secondary (+2)/Equivalent shall only be given a weightage mark for admission into U.G. Courses.

## 1. Executive Summary

### 1.1 What is SAMS?

SAMS stands for Students Academic Management System. In this system, students are taking admission online into +3 classes of Arts, Commerce, and Science streams along with Sanskrit Colleges. This admission process, which is carried out through the internet and computers is called e-Admission. Besides e-Admission, SAMS also maintains the academic and financial records of each student admitted into different colleges.

### 1.2 Objective

The objectives of SAMS are to:

- Ensure a single-window system for admission through the e-Admission process
- Make the admission process economical
- To make the entire admission process transparent, thereby reducing the anxiety of applicants/parents regarding selection
- Reduce the workload of HEIs by developing several modules of administration using the database of admission processes and thereby improving services to the students.

### 1.3 Components of SAMS

There are two components of SAMS: e-Admission & e-Administration:

#### 1.3.1 e-Admission

e-Admission aims at successful use of Information Technology to make the admission process simple, economical, fast, and transparent. This process is accomplished by the use of Computers and the Internet.

An eligible applicant will have to apply as much as options (HE) + Stream + Honours through [www.samsodisha.gov.in](http://www.samsodisha.gov.in) (by filling up required personal and academic information, choices of different colleges and streams in order of preference, and others) and take printouts of the computer-generated application form for future reference.

#### 1.3.2 e-Administration

e-Administration uses the admission database for the issue of College Identity Cards & Library Cards, allocation of subjects and sections, preparation of Long Roll Register and Return of Intermediate, maintenance of student's attendance,

tabulation of college-level examination marks, issue of College Leaving Certificates, etc. This would improve efficiency, save precious time for college authorities, and ensure the dissemination of correct information and services to all its stakeholders.

#### 1.3.3 HEIs under SAMS

The list of HEIs participating in SAMS admission process is available in the departmental website ([www.samsodisha.gov.in](http://www.samsodisha.gov.in)).

### 1.4 Predetermined Dates

SAMS operates through pre-fixed dates for all its admission related activities. It helps in creating awareness and transparency and timely completion of activities. These dates have been finalized by the Higher Education Department, Government of Odisha.

## 2. e-Admission Procedure

### 2.1 Application Process

The CAF will be available at [www.samsodisha.gov.in](http://www.samsodisha.gov.in) for applying online only. There will be one Common Application Form (CAF) for admission to any stream of any HEIs in the State. There shall be one Common Prospectus (CP) for all the HEIs imparting U.G. Courses including Sanskrit Colleges.

**N.B:** The CP will be available online in PDF format. An applicant can download the same and take a printout for making an informed choice while filling-up the CAF online.

### 2.2 Where to Apply Online?

Students can apply the CAF online at Home, Cybercafe, Common Service Centers, Internet Facility Center available in HEIs (if available), etc.

### 2.3 How to apply Online?

The applicant shall register her/himself in the portal before applying to the online CAF. Applicants need to follow the below-mentioned processes to register in the SAMS portal. An applicant has to fill up the relevant information in the CAF and submit it on-line. During the validation process of Common Application Forms (CAFs), applicants who have passed from a Board/Council other than CHSE, Odisha are required to provide the total marks obtained out of the maximum marks indicated on their mark sheet. It is important to note that no consideration should be given to factors such as the best subject combination, deduction of extra optional marks, or any other adjustments while evaluating the CAFs.

#### 2.3.1 Registration Process

**Step-1:** Go to SAMS website [www.samsodisha.gov.in](http://www.samsodisha.gov.in)

**Step-2:** Click on the Degree (+3) link available under the Higher Education option.

**Step-3:** Click on the "New Student Registration" button.

**Step-4:** Enter the Name of the Student, Mobile Number, Mail Id and Date of Birth in the box provided.

**Step-5:** Click on the 'Generate OTP' button.

**Step-6:** A six-digit OTP will be sent to the mobile number provided, which will be valid for 5 minutes.

**Step-7:** Then enter the OTP number in the box showing on the computer screen.

**Step-8:** Create your own password and reconfirm the same in the box showing on the computer screen.

**Step-9:** Password must have at least one Upper Case, Lower Case, Digit, and Special Character in it e.g. Abcd@1234.

After registration on the SAMS website ([www.samsrajshs.gov.in](http://www.samsrajshs.gov.in)), an SAMS e-Space/Student Login will be created for that particular applicant in the SAMS application software. In order to login into the applicant's e-Space, click on the 'Existing Student Login' using the user name (mobile number) and password created during online registration. Following links will be available for the applicant during the application stage:

- Common Application Form
- Intimation Letter
- Admission Schedule
- Online Payment (CAF fees)
- Online Payment (Admission fees)

**NOTE:** Use the 'TAB' Key on the keyboard to move from one box to the next one of CAF. Whenever any box has a 'Select Field', you have to click on 'Select' and you will get a list of data relating to that field. You have to click on the 'Data field' relevant to you and then move to the next field. For Example, for the 'State' box, once you click on 'Select' in the box, the list of states will be displayed. You have to move the 'Mouse / Cursor' to your state, say 'Odisha', and click on the same to fill in the box.

**Keep the following documents handy for your reference at the time of filling the CAF:**

- Original Higher Secondary (+2) Mark Sheets-cum-Provisional Certificate (or Equivalent Board)
- Original Schedule Tribe/ Schedule Caste Certificate
- Original Person with Disability (PwD) Certificate
- Original Ex-Serviceman Certificate (ESM)
- Original Service Defense Personnel Certificate (SDP)
- Original Children of Martyrs Certificate (CoM)
- Original NCC Certificate
- Original NSS Certificate
- Original Sports Weightage Certificate issued online
- Bank Passbook (For Account Number / IFSC Code / Bank Name / Branch Name)



### 2.3.2 Important note for a Child without Biological or Adoptive parents

In order to ascertain the number of applicants who are without biological or adoptive parents and if the child is residing in a child care institute or under the foster care of a guardian or with any fit person whose annual income, from all sources, does not exceed for Rs.1.00 lakh. An option is given in the Common Application Form (CAF). Applicants from such categories are intimated to enable this option.

### 2.3.3 Online Caste Certificate Verification Process for SC & ST Applicants

- Online verification of the caste (ST & SC) certificate can only be done, if the certificate is generated from the Odisha e-District portal.
- After selecting the caste ST or SC in the Common Application Form (CAF), then a box will appear on the screen.
- Here, the applicant has to enter the "Barcode / Misc. Case No.," written in the certificate which is generated from the Odisha e-District portal.
- If the name of the applicant will not match the name written on the caste certificate, then it won't be validated online.
- The Caste Certificate issued in favor of the applicants without a barcode number will be validated at the time of admission at the level of HEs.

### 2.3.4 Online Verification using Digi-Locker Facility

- During the 2024-25 academic session, after successful login, applicants who select the "Application Form" button will see a pop-up asking, "Do you want to use Digi-Locker data to auto-fill the Common Application Form?"
- By selecting "Yes" the applicant's demographic data, along with their income and residence certificate (if available), will be automatically retrieved from Digi-Locker and entered into the Common Application Form in a non-editable format.
- By selecting "No" applicants will need to fill out the form manually without fetching any data from Digi-Locker.

### 2.3.5 How to add more Options

In order to add preferences, the applicant has to click on the "SECOND OPTION, THIRD OPTION, FOURTH OPTION, FIFTH OPTION and so on" button to select the desired option [HE] + Stream + Subject] from the drop-down list. After adding all the options, s/he has to click on the "PREVIEW" button.

**NOTE:** When the applicant clicks on the "PREVIEW" button, the filled-in CAF would be displayed on the computer screen, if any erroneous entry is detected, then it can be corrected by clicking on the "EDIT" button.



### 2.3.6 How to modify information in a CAF?

Edit option to be provided in the CAF to edit the applicant details till the final submission of CAF: -

- Data of CHSE, Odisha Board applicants will be auto-fill up when applicants enter their CHSE Roll Number, which will be in non-editable format.
- Other board applicants will have to enter all their fields manually.
- Before final submission, the applicants will have to go through 3 level alert messages in a pop-up manner as
  - Do you want to submit the application?
  - Are you sure to submit the application?
  - Once submitted, you are not allowed to edit the information.

### 2.3.7 Printing of CAF

1. Click on "Print CAF" button to view the CAF to be printed. Then click to get "Applicant Copy" (As per Annexure-1).

*Note: Only the Computer (Net) generated CAF shall be accepted. In no case, a DTP or Typed CAF shall be accepted.*

### 2.3.8 Submission of CAF

The applicant from "State and Outside State" has to submit the CAF Copy with the documents as mentioned under "Documents to be submitted" at the time of admission only for verification.

## 2.4 Common Application Form Fees

Applicants can exercise as much as options in the CAF for the academic session 2024-25. Option wise fees will not be collected. General applicants will have to pay Rs. 275/- per application and SC/ST applicants will have to pay Rs. 175/- per application. No fees shall be collected from PWD and Transgender applicants. *Provided that the SC/ST applicants should submit their caste certificate during admission from the e-District Portal at the destination college to get the rebate or else they have to pay the differential amount. No refund can be claimed at a later date. (CAF Fees will be deposited in online mode only).*

## 2.5 Admission fees

For the academic session 2024-25, the admission fees for admission into U.G. courses will be collected online from students through SAMS Portal during the e-Admission period, within the timeline to be notified by Department of Higher Education. The non-payment of admission fees within the timeline will lead to cancellation of their selection.

**N.B - Applicants are advised to pay all Admission fees through UPI mode.**

## 2.6 Auto-Validation Process

- a) Candidates who have passed from CHSE, Odisha and are not seeking any reservation, weightage etc., and paid the CAF Fees online, their CAFs will be automatically validated.
- b) Similarly, SC/ST students passed from CHSE, Odisha and obtained caste certificate through e-District portal and paid the CAF Fees online, their CAFs will be automatically validated.
- c) If any discrepancy identified in the auto-validated CAF, then applicant required to visit the allotted HEIs for error correction at time of admission.
- d) At the time of admission, if any discrepancies are noticed in the auto-validated/validated CAFs by the destination college, then the college will not allow the students to take admission. In such scenarios, destination colleges have to click on "Not-allow" button and tick the appropriate box as mentioned in the list.
- e) Colleges can deny the admission under some specific situations only i.e. mismatch in secured and maximum marks, reservation category details, weightage details and complete mismatch of student's details etc. In such cases, college has to verify their certificates and necessary documents meticulously and rectify the error by clicking "Error Correction" button and submit the application online. These applications will be taken as a fresh application in the subsequent rounds of selection, irrespective of marks the candidate has secured.

## 2.7 Do's / Don'ts

- a) Applicants should enter the correct options while filling up the Common Application Form (CAF) e.g., Choice of his/her HEIs, Stream, and Honours in order of preference very carefully.
- b) For any doubt, applicants are requested to take help from the nearest college Help Desk or Sanjog Helpline Toll-Free (155335 OR 1800-345-6770) Number.
- c) Don't change your mobile number, e-mail id & Bank Account number till the completion of course.

## 3. Admission Procedure

- 1) Selected applicants have to produce the Intimation Letter before the admission committee at the Destination HEI on the date and time as declared by the Higher Education Department.
- 2) Applicant has to produce all original documents for verification only at the Destination HEI. No original documents are to be deposited with the college authority.
- 3) During the current academic session, the following processes have been introduced by the Higher Education Department to smoothen the admission process:

- a. **Float** - If an applicant have accepted the allotted seat and also wishes a better Honors in their higher preferences for **same HEI**, they can choose this option.
  - b. **Slide** - If an applicant have accepted the allotted seat but also wants for a better Honors as well as HEI in their higher preferences, they can choose this option.
  - c. **Freeze** - If an applicant is satisfied with the allotted seat i.e. both the HEI and the Honors, they can choose this option.
- 4) After selecting any of the options mentioned in 3.1 as per their interest, candidates will have to pay the admission fees shown on the screen.
  - 5) After getting selected in the first round, if a candidate opted for the Slide option, then in the subsequent rounds the options like 'Float' & 'Freeze' will show.
  - 6) If an applicant has been allotted a seat in the 1st round, then s/he has to compulsorily accept the seat by opting for any of the options (Slide/Float/Freeze) along with the payment of admission fees to remain in the admission process.
  - 7) In every round, the candidate must opt for one option out of the displayed options to change/remain in the process. If the applicant doesn't opt for any option, then the previous option will continue till the last round or allotment in 1st option.
  - 8) Once the applicant opted for freeze, then s/he has to pay the displayed admission fees and report at the HEI for completion of admission formalities.
  - 9) An applicant once paid the displayed admission fees by selecting Slide/Float then s/he need not be required to pay the differential amount in each round till the final round or opt for freeze.
  - 10) Applicants who got selected in 1st option or opted for "Freeze" are compulsorily required to take admission in that particular round, otherwise, their candidature will be cancelled and the same seat will be allotted to another eligible candidate.
  - 11) At the time of admission, if any discrepancies found in the CAF by the destination college, the college will not allow the students to take admission, in such scenarios, destination colleges have to click on the "Not-Allowed" button and tick the appropriate box as mentioned in the list.
  - 12) HEIs shall not allow admission under specific situations such as mismatch in secured and maximum marks, reservation category details, weightage details, complete mismatch of student's details, etc. In such cases, HEIs have to verify their certificates and necessary documents meticulously and rectify the error by clicking the "Error Correction" button in online mode. **These applications will be taken as fresh applications for the subsequent rounds of selections.**
  - 13) During the time of admission "Not Reported" option shall be made available in the HEI's e-Space. Now only the "Allowed", "Not Allowed" options are showing in their e-Space. So that applicant who will not report at the selected institution, that particular HEI may select the "Not Reported" option against his/her Name/Barcode.
  - 14) Applicants have to produce all original documents for verification only at the Destination HEI. The list of such documents is mentioned below.

### 3.1 List of Documents

- a) Original Certificates (As per Intimation Letter)
- b) Three passport size color photographs.
- c) **Following Original Documents are to be retained by the HEI Authority:**
  - School/College Leaving Certificate issued by the Institution last attended
  - Conduct Certificate issued by the Institution last attended
  - Migration Certificate, if any
- d) **Following Original Documents are to be returned by the HEI Authority to the applicant after the admission process is over:**
  - 10<sup>th</sup> Board Certificate for verification of date of birth
  - Mark sheet of the Higher Secondary (+2) Examination
  - Pass Certificate of the same examination
  - Certificate in respect of Reservation, if any
  - Certificate in respect of Weightage, if any

**NOTE:** The certificates downloaded from Digi-Locker shall be accepted during the period of admission but the applicant will have to produce the original certificates after getting these from the respective boards for verification by college authority.

## 4. Principles of Selection

### 1. Eligibility:

- a. An applicant must have passed Higher Secondary (+2) Examination under the Council of Higher Secondary Education, Odisha or equivalent boards/councils to become eligible for applying admission into degree courses. The list of Equivalent Boards is given in Annexure-2 of the CP.
- b. For admission into UG Courses, stream wise eligibility criteria is as follows:
  - i. A student passing Higher Secondary (+2) Examination under CHSE, Odisha or Equivalent Board/Council from science stream can apply again for Science, Arts and Commerce Stream in Degree Courses.
  - ii. A student passing Higher Secondary (+2) Examination under CHSE, Odisha or Equivalent Board/Council from Arts stream can only apply for Arts & Commerce Stream.
  - iii. A student passed out from Commerce stream can apply for Commerce & Arts Stream.
- c. Applicants passed out from the Diploma courses (after 10<sup>th</sup> only) are eligible to apply in U.G. Courses. They have to enter their total marks (appeared & secured) in the 1st year (1<sup>st</sup> Sem & 2<sup>nd</sup> Sem) only. They are not eligible to apply for Biological Science Stream (Please Refer Annexure-7).
- d. Applicants passed out from the Diploma courses after ITI Course (Lateral Entry Students) are not eligible to take admission in U.G. Courses.

**2. For Regular Pass-out Students:**

Admission into various Streams, HEIs, and Honours shall be done strictly on the basis of merit. Marks secured at the Higher Secondary (+2) Examination out of the Total Marks, Weightage, and Reservation (if applicable) will be taken into consideration for preparing the merit list. For Reservation and Weightage, please refer to point No. 7, 8 & 9 of this CP.

**3. For Compartmentally Pass-out Students:**

In case applicants passing from the Higher Secondary (+2) / equivalent examination compartmentally, the average of marks secured in the subjects/ concerned at both the examinations shall be taken into consideration to determine the aggregate. (Refer Annexure-4)

**4. Computation of marks for Other Boards/Councils**

For the applicants who have passed the +2/ equivalent examination from boards other than OISE, the marks will be calculated based on each subject listed on the mark sheet, i.e. Secured Marks of all the subjects listed on the mark sheet divided by Total marks of the subjects listed on the mark sheet.

5. If there are two applicants who have opted for the same college and same stream (Honours/Pass) and have secured the same marks in the +2 Council/Board Examination, then for the Arts & Commerce stream, the applicant who has secured more marks in English will get the first preference. If the English marks of both applicants are also the same, then marks in ML will determine the selection. For Science Stream, English followed by Chemistry marks will be a deciding factor in a similar sequence. However, if concerned subject secured mark also become same then applicant born earlier will be considered.
6. Status of the selected college in the CAI will also be intimated in the intimation letter (Please refer to Annexure-3).
7. Honours/Core/Pass Subject wise selection will be done through online mode. The reservation Act of the Government of Odisha will be strictly followed in the selection.
8. If a Persons with Disabilities (PwD) applicant is selected on the basis of his/her merit without any reservation standard along with other applicants, s/he shall not be adjusted against the reserved share of vacancies. The reserve vacancies shall be filled up separately among other eligible PwD applicants.
9. The applicants selected against the quota for PwD shall be placed in the appropriate category of SC, ST and General.
10. Once the selected applicant took admission in his/her preferred HEI, then HEI will allow him/her enrollment by updating in their e-Space. List of such admitted students will be reflected as "Admitted Students" in HEI's e-Space.

11. Unlike previous year (2023-24), Admission fees for admission into U.G. courses will be collected from students through SANS portal during e- admission period. The selected Students have to pay the requisite admission fees within the timeline notified by Higher Education Department.
12. The Preference of Choices will be captured once in a Phase.
13. Applicants, who got selected and taken admission in his/her 1st Preference of Choice in Phase, will not be allowed to participate in the subsequent round of admissions and Phases.
14. Candidates selected in one Honour and choose the Freeze option but not taken admission, then his/her name will not be considered for subsequent phases.
15. Candidates selected in one Honour and choose Float option, then his/her subsequent selection will be run for upper option of the same HEds. Rest of the upper option will be closed.
16. Candidates selected in one Honour and choose Float option, but not selected in subsequent phase, then his/her first selected honours will be considered in last Selection.
17. Candidates selected in one Honour and choose Float option, and selected in the best fit option but not taken admission, then his/her name will not be allowed to participate in the subsequent round of admissions and Phases.
18. Candidates selected in one Honour and Choose Slide option, then his/her upper option will be only considered and applicant can't claim his/her lower preference even vacancy exists in these HEds.
19. Candidates selected in one Honour and choose Slide option, but not selected in subsequent phase, then his/her first selected subject will be considered in last Selection.
20. After getting selected in the first round, if a candidate opted for the Slide option, then in the subsequent round the options like "Float" & "Freeze" will show.
21. In Float/Slide cases once you are allotted a seat in the further rounds, you'll lose the seat which was allotted previously.
22. After selecting any of the options mentioned above as per their interest, applicants will have to pay the admission fees shown in the screen in their SANS e-Space.
23. In between a round, if an applicant has got 1st Choice or opted the "Freeze" option, then s/he has to pay the differential admission fees online to get the Information Letter and visit the selected HEds for admission related activities.
24. Applicants will not be allowed to edit their Preference of Choices after the deadline for choice filing. I.e., applicants cannot change the order of their choices OR add any more choices OR delete any choices from the choice list after the deadline for choice filing.
25. Whenever a seat is allocated, applicants are compulsorily to choose their option - FREEZE, FLOAT or SLIDE - carefully. Not choosing an option means you are rejecting

the offered seat and you will be out of the counselling process in the subsequent rounds.

26. The reconciliation of transaction and refund of the differential fees will only be initiated after the closure of the application process gets over for the sessions 2024-25.
27. For Domicile students, the below mentioned documents are required.
- Should have passed +2/ Equivalent examination from Odisha State.
  - Should have a Resident Certificate Issued from not below the rank of Tehsildar/ Addl. Tehsildar.
28. Intake capacity of the below mentioned HEIs included for admission into U.G. Courses for 4 Year **B.A. B.Ed./ B.Sc. B.Ed.** Streams for the AY-2024-25:

Sl.#	Name of HEIs	B.A. B.Ed.	B.Sc. B. Ed.
1	Gangadhar University	50	50
2	Utkal University	50	0
3	Ravenshaw University	50	50

29. Applicants, who have passed the Higher Secondary (+2)/ Equivalent Exam/ Vocational (+2) in Science & Arts streams are only eligible to apply for 4-Year B.Ed. Courses.
30. Applicants, passed from Higher Secondary (+2)/Equivalent Exam/Vocational (+2) in Science stream can apply for both B.Sc. B.Ed. & B.A. B.Ed. separately. However, applicants passed from Higher Secondary (+2)/Equivalent Exam/ Vocational (+2) in Arts stream are eligible to apply for B.A. B.Ed. course only.
31. Applicants passing from 3-Year Diploma are allowed only to apply for B.A. B.Ed./B.Sc. B.Ed. in Arts/Physical Science (Physics, Chemistry, Mathematics). Selection will be done on basis of percentage of mark secured in 1<sup>st</sup> and 2<sup>nd</sup> Semester only (merit basis).
32. Selection of the all the other applicants (excluding Diploma Applicants) will be made on the basis of percentage of mark (on merit basis) obtained in Higher Secondary (+2)/ Equivalent Exam/ Vocational (+2).
33. S/he must have passed Odia (ML) as a subject up to H.S.C level or in any such equivalent examination.
34. For admission into B.Sc. IST (Gangadhar University) and B.Sc. ITM (Ravenshaw University), Applicants, who have passed the Higher Secondary (+2)/ Equivalent Exam/ Vocational (+2) in Science Stream with Mathematics and applicant passing 3-Year Diploma are eligible to apply for B.Sc. IST and B.Sc. ITM Courses.

35. Applicants, who have passed the *Higher Secondary (+2)/ Equivalent Exam/ Vocational (+2)* in *Science, Commerce, Arts* streams with minimum 40% are eligible to apply form *Integrated MBA* in *Utkal University*.
36. Applicants, who have passed the *Higher Secondary (+2)/ Equivalent Exam/ Vocational (+2)* in *Science, Commerce & Arts* with *Mathematics* streams with minimum 40% are eligible to apply form *Integrated MCA* in *Utkal University*.
37. Applicants, who have passed the *Higher Secondary (+2)/ Equivalent Exam/ Vocational (+2)* in *Science, Commerce and Arts* streams with minimum 40% are eligible to apply for *BBA Course*.
38. Applicants, who have passed the *Higher Secondary (+2) or Equivalent Exam/ Vocational (+2)* in *Science, Commerce and Arts* with *Mathematics* streams securing minimum 40% are eligible to apply for *BCA Course*.
39. Applicants are advised to give their preference of choice as per the eligibility. Any mismatch found at the level of physical verification is liable for cancellation of admission.
40. Admission into *Integrated B.A. LLB (5 Years)* in *Medhurasud Law University, Cuttack* with intake capacity of 120 Seats has been included in *SAMS U.G.* Degree from academic session 2024-25.
41. To enroll into the 5-year *Integrated B.A. LLB* course at *Medhurasud Law University, Cuttack*, applicants must have passed the *Higher Secondary (+2)* or an *equivalent/vocational (+2)* examination in *Science, Commerce, or Arts* streams. Additionally, general (Unreserved) category applicants must secure at least 45% of the total marks in aggregate, while *SC/ST* category applicants must secure at least 40% of the total marks in aggregate for admission in to the said course.

## 5. Intimation

- a) A sample intimation letter has been shown in Annexure-3 of this CP. It can be downloaded by individual applicant e-Space from the website [www.samsodisha.gov.in](http://www.samsodisha.gov.in).
- b) Elective Subjects won't be indicated in the intimation letter of selected applicants. The destination college will allocate the Elective Subject (s) as per the merit list, options of applicants in the CAF, and the availability of seats.
- c) Hostel seats will be intimated to the students through intimation
- d) Intimation for e-Admission will be communicated through the following five modes:
  - o SMS to the mobile number provided in the CAF
  - o Email id provided in the CAF
  - o WhatsApp to the mobile number
  - o An applicant can get the information by dialing Sanjog Helpline Toll-Free (155335 OR 1800-345-6770) Number by giving their CAF Barcode Number on all Government working days between 06 A.M. to 10 P.M.



- o A selected applicant can download the intimation letter by login into his/her applicant's login by visiting the SAMS portal.
- o Notice board of Destination HEI (where the applicant is selected to take admission)

**NOTE:** If a student is selected for Higher Choice (HEI or subject or both) through the Slide process, then s/he will not be allowed to remain in the lower choice HEI.

**Very Important:** Applicants are advised to give his/her own regular Bank Account Number while filling Common Application Form.

## 6. Reservation

<p>Scheduled Caste [SC] &amp; Scheduled Tribe [ST]</p>	<p>a) SC-16.25% of the sanctioned strength of each course shall be reserved for SC applicants [G.O. 11710/HE, Dtd.: 01/06/2015], see Annexure-5</p> <p>b) ST-22.5% of the sanctioned strength of each course shall be reserved for ST applicants [G.O. 11710/HE, Dtd.: 01/06/2015], see Annexure-5</p> <p>c) The reserved seats are not interchangeable between SC &amp; ST.</p> <p>d) SC/ST applicants selected for admission on their merit shall not be counted against reserved seats.</p> <p>However, any modification made by the Government in the reservation policy will be followed during admission.</p>
<p>Persons with Disability (PwD)</p>	<p>5% of sanctioned seats shall be reserved for PwD students with the extent of disability not below 40% (Blind and Low Vision, Hard of Hearing, Locomotors Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy, Autism, Intellectual Disability, Specific Learning Disability, and Mental illness). [G.O. 10161/HE, Dtd.: 07/04/2018] (Annexure-6) subject to maximum of 10% of sanctioned seat strength in that subject.</p> <p><b>N.B:</b> Both Temporary &amp; Permanent type PwD applicants (40% &amp; above) will get the reservation benefits in admission from the Academic Session: 2024-25. However, the allotment of</p>

	seats for each subject will not be more than 10% of the intake capacity of the concerned institution.
Ex-Serviceman [ESM], Serving Defense Personnel [SDP], Children of Martyrs [CoM]	1% of the sanctioned seats shall be reserved for Self/ Children/ Wife/ Husband/ of Ex-Serviceman, Serving Defense Personnel and Children of Martyrs. [G.O. 10161/HE, Dtd.: 07/04/2018], see Annexure-6. This reservation policy does not applicable to CAPF Units like the CRPF, BSF, CISF, ITBP, etc.

## 7. Weightage

Number of seats in each stream, filled up by the applicants with weightage, shall not exceed 10% of the sanctioned strength. This 10% of seats shall be proportionately distributed among all categories of applicants. An applicant, who is selected with weightage and taken admission, shall continue to remain in this 10% bracket, even if the cut-off mark is reduced in subsequent selections. A maximum 10% weightage mark shall be provided to an applicant.

### 7.1 NCC

- Applicants holding "B" Certificate only, shall be given weightage of an additional 5% of marks over and above the aggregate marks secured at the Higher Secondary (+2) or Equivalents examination.
- Applicants holding "A" & "C" Certificates shall not be given any weightage to admission into U.G. (Degree/+3) Courses.
- Applicants who have represented the State or the Central School/Sainik School at the All-India level NCC Camps / Courses / Activities shall be given weightage of an additional 3% of marks over and above the aggregate marks secured at the Higher Secondary (+2) or Equivalents examination.

## 7.2 NSS

- a. Applicants who have represented the Country at the International level shall be given direct admission.
- b. Applicants who have represented the state and National Level Camp shall be given a Weightage of an additional 5% of marks over and above the aggregate marks secured at the CHSE/Equivalent examination.
- c. Applicants who have represented the Inter-State Category Camp shall be given a Weightage of an additional 3% of marks over and above the aggregate marks secured at the CHSE/Equivalent examination.
- d. Applicants who have got the best NSS Volunteer award at Council/ Board level shall be given a Weightage of an additional 2% of marks over and above the aggregate marks secured in the CHSE/Equivalent examination.

## 7.3 Rover & Ranger

- a. Rover & Ranger possessing and producing the original certificate signed by the President of India shall be given weightage of an additional 5% of marks over and above the aggregate marks secured at the Higher Secondary (+2)/Equivalent examination.
- b. Rover & Ranger possessing and producing the original certificate signed by the Governor/ PATRON/ President of the State Association shall be given weightage of an additional 2% of marks over and above the aggregate marks secured at the Higher Secondary (+2)/Equivalent examination.

## 7.4 Sports & Games

- a. Applicants who have represented the country at the International level and having a weightage Certificate issued by Sports Department shall be allotted to his/her 1<sup>st</sup> Preference.
- b. Applicants who have represented the state at the national level shall be given weightage of an additional 10% of marks over and above the aggregate marks secured at the Higher Secondary (+2)/Equivalent examination.
- c. As per Letter No.15536, dated, 07.09.2022 issued by Sports and Youth Services Department, Govt. Of, the applicants having International & State level Sports Certificate should not visit the S&Y Deptt. for any type of countersign.
- d. The Sports Weightage certificates shall be issued online only through S&Y Deptt. website.
- e. Applicants can claim for the Sports Certificates issued online only. Applicants are advised to visit the website <https://portal.sportsindia.gov.in/Citizen/Landing> and apply to get the

online generated certificates having Photo & QR CODE. The certificate generated online with Photo & QR CODE is only valid.

- f. The validity of the online generated QR based Sports Certificate is valid only for one academic year from date of issuance.
- g. Applicants who have represented the school at the **Inter-State School Sports Meet (at 11<sup>th</sup> or 12<sup>th</sup> level)** shall be given a weightage of an additional 5% of marks over and above the aggregate marks secured at the Higher Secondary (+2)/Equivalent examination. These categories of applicants i.e.: having a Sports certificate of **Inter-State School Sports Meet / SGFI / National School Games** should be countersigned by the Director, Secondary Education (coming under School & Mass Education Department) Odisha.
- h. From this Academic Session, Sports certificates obtained at the level of Schools (10<sup>th</sup> or below) should not be eligible to get any weightage marks for admission into U.G. Courses. Applicants, who have obtained the Sports Certificate at the level of Higher Secondary (+2)/Equivalent shall only be given a weightage mark for admission into U.G. Courses.

**N.B:** *The validity of the Sports Certificate is only for one Academic Year from date of issuance.*

*Certificates for NCC/ NSS / Rover & Ranger will be accepted if the student has participated at Higher secondary (+2/ or Equivalent Examination) only.*

## 8. PwD Applicant

- 8.1 Total 5% of the sanctioned seats (total sanction strength of a HEI) shall be reserved for PwD applicants with extent of disability not below than 40%.
- 8.2 Two types of Disability certificates are there. 1) Permanent, 2) Temporary. Applicant with "Permanent Disability" with extent of disability not below than 40% will get the opportunity for reservation.  
**N.B:** - Applicants with "Temporary Disability" with percentage of disability more than 40% are eligible to get a reservation of seats.
- 8.3 As per SSEPD Department Notification No.5821 dated 29.07.2022, after 31<sup>st</sup> August 2022, disability certificate will not be issued in manual mode.
- 8.4 The disability certificates shall be issued only through **Unique Disability Identity (UIDI) card portal**.
- 8.5 Applicants can visit the website <https://www.swelambancard.gov.in/> and apply for Disability Certificate. The certificate generated online with BARCODE and photograph is only valid.

## 9. Certificates & Documents

An applicant has to submit the self-attested photocopies of the following documents/certificates with the Applicant Copy of the Common Application Form (CAF). The original certificates of these documents have to be presented before the Admission Committee at the time of Admission for verification. The authority may retain some of the Certificates in Original during admission as described earlier.

- a) Higher Secondary (+2) Mark Sheet-cum-Provisional Certificate or (equivalent board). If an applicant has not received the mark sheet from the board in time, then the downloaded mark sheet from the internet, duly endorsed by the leaving School/HEI Appropriate Authority will be admissible.
- b) College/School leaving and Conduct certificates from the educational institution last attended.
- c) Schedule Tribe / Schedule Caste (Domicile only in Odisha) certificates from revenue officers not below the rank of Tahsildar / Additional Tahsildar. For ST applicants, his/her father's caste certificate may be taken into consideration in case of non-availability of a Caste certificate in favor of the applicant. Land passbook authenticated by the Tahsildar / Additional Tahsildar may also be taken as proof of caste in absence of a caste certificate.  
*NOTE: - (No caste certificate other than revenue officer not below the rank of Tahsildar / Additional Tahsildar shall be considered)*
- d) PwD certificate from CDMO/SDMO/CMO of Capital Hospital (in case of Bhubaneswar) and (CMO RGH in case of Rourkela Municipal Corporation).
- e) Ex-Service Man certificate from Zila Sainik Board/ Rajya Sainik Board
- f) Service Defense Personnel-SDP (Army/Navy/Air Force) Certificate from the Commanding Officer of the unit
- g) Children of Martyrs (CoM) certificate from the District Collector
- h) NCC certificate from the competent authority.
- i) NSS certificate from the State Program Coordinator.
- j) Migration certificate for the applicants passing from other Boards other than CHE, Odisha
- k) Certificates Issued by SGFI for National School Games, countersigned by any designated officer of the Regional/State Officer of the Board concerned as per G.O. 14795/HE, dt.24/07/2019 see Annexure-B.
- l) Certificate issue form dig locker is allowed during the verification.
- m) If the student is not able to provide any certificate for "ST/SC/PWD/ESM/SDP/CoM" then s/he will be treated as General applicant.

n) If any discrepancy happen the respective college Principal will be held responsible.

## 10. Prohibition of Ragging in HEIs

As the time for admission of new students into universities and colleges has come, all universities and colleges (under HE Department) may be directed to take up ragging prevention measures as per UGC notified "Regulation on Curbing the Menace of Ragging in Higher Educational Institution 2009". In this regard, Department of Higher Education Letter No. 32452 dt. 03/08/2022 shall be referred (Annexure-9).

### 10.1 What is Ragging?

Any disorderly conduct whether by the words spoken or written or by an act which has the effect of teasing, bullying, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student. Ragging in all its forms shall be totally banned in the entire Higher Education Institution, including its departments, constituent units, all its premises (academic, residential, hostel, sports, canteen, etc.) whether located within the campus or outside and in all means of transportation of student whether public or private. The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.

### 10.2 Measures for prevention of Ragging at the Institutional level

A printed undertaking is enclosed with this prospectus (Annexure-C (1)) to be filled-up and sign by the applicant that, s/he is aware of the law regarding prohibition of ragging as well as the punishment, and that s/he, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately. The same undertaking is also to be signed by the parent/guardian of the applicant (Annexure-C (2)) to the effect that s/he is also aware of the law in this regard and agrees to abide by the punishment meted out to his/her ward in case the latter if found guilty of ragging and/or abetting ragging.

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**COUNCIL OF HIGHER SECONDARY EDUCATION, ODISHA**  
C/2, PRAJNAPITHA, SAMANTAPUR, BHUDANESWAR, 751013

**NOTIFICATION**

Bhubaneswar, dated the 11<sup>th</sup> Sep. 2020.

No.Acd-47/2020/ 21.12.19 (CHSE/0). This is for information of All concerned that Council of Higher Secondary Education, Odisha, Bhubaneswar have recognized the Examinations of the following Boards /Councils/Universities/Institutions as a equivalent to that of the Higher Secondary (+2) Examination conducted by this Council under (10+2) system as details below:-

**BOARDS/COUNCILS/UNIVERSITIES (BOTH INDIAN/FOREIGN) WHOSE EXAMINATION HAS BEEN RECOGNISED AS EQUIVALENT TO THE HIGHER SECONDARY EXAMINATION CONDUCTED BY CHSE(O)**

Boards declared Equivalent by CHSE, Odisha

NAME OF THE BOARD/ COUNCIL/UNIVERSITY	EXAMINATION RECOGNISED AS EQUIVALENT TO H.S. EXAMINATION	(H.S. 01) NOTIFICATION NO & DATE
1. Board of Higher Secondary Examinations, Patancheru, Madras	Higher Secondary Examination	4735/16.07.1985
2. Rajya Sanshodhan, Sanshodhan, Osmania University, 56-57, Institutional Area, Banquepalle, New Delhi-110008	Uttam Madhyama Pravesathi (UMAP) course	4666/06.06.1987
3. Board of School Education, Purusima, Parsi Road, Bhubaneswar-751022	Senior Secondary Certificate Examination	6313/04.05.1988
4. Gandhi University, Solapur-Kerala	Pre-Degree course	6343/04.05.1988
5. University of Kerala, Trivandrum	Pre-Degree course	6343/04.05.1988
6. Sarvodaya Vidyalaya, P.O. Banasthali Vidyalaya, Rajasthan- 304022	Senior Secondary School Certificate Examination	6343/04.05.1988
7. West Bengal Council of Higher Secondary Education, Vidyasagar Vihar, 9/2 D1, Block, Sector A, Salt Lake, Kolkata-700091	Higher Secondary (+2) Course	6343/04.05.1988
8. State Board of O.H.S.E. (U.S.A.)	Higher Secondary +2 Course	9124/04.07.1990
9. Board of Secondary Education, Madhya Pradesh, Bhopal	Higher Secondary Examination	1302/1.1.1990
10. Andhra Pradesh Board of Intermediate Education, Rajaguna Nagar, Vijayawada -Hyderabad	Examination Intermediate +2 course under 10+2+3 System along with Secondary Education.	1302/1.1.1990

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11	Assam Higher Secondary Education Council, Guwahati	Examination equivalent to +2 under 10+2 system of Education	12/5/13/1990
12	Tamil Nadu Board of Higher Secondary Education, CPI Compound College Road, Chennai, 600008	Examination equivalent to +2 course under 10+2 system of Education	13/5/13/1990
13	Madhya School of Education Board, Bhopal 47/021	Examination Equivalent to +2 course under 10+2 system of Education	13/5/13/1990
14	Karnataka Secondary Education Examination Board, 6 <sup>th</sup> Cross, Madhavara, Bangalore-560003	Examination Equivalent to +2 course under 10+2 system of Education	13/5/13/1990
15	Central Board of Secondary Education, New Delhi	Examination equivalent to +2 course under 10+2 system of Education	13/5/13/1990
16	Council for the Indian School Certificate Examination, Plot No. 31 & 32, M. B. Road, Sector VI, Preeto Park, Sahib, New Delhi	Examination equivalent to +2 course under 10+2 system of Education	13/5/13/1990
17	Punjab School Education Board, Mohali	Examination equivalent to +2 course under 10+2 system of Education	13/5/13/1990
18	Andhra University	Pre University Examination (Two years Course)	13/5/14/12/1990
19	London University (Northern Exams. Association)	General Certificate of Secondary Education of Manchester - UK (the student who have passed the GCSE)	18/25/14/11/1990
20	Andhra Pradesh Board of Secondary Education, Chappel Road, Nampalli, Hyderabad-500001	Examination equivalent to +2 course 10+2 system of Education	5/5/19/01/1990
21	Uttar Intermediate Education Council, Annapal Bhawan Bafy Road, Meerut-200001	Examination equivalent to +2 course under 10+2 system of Education	5/5/19/01/1990
22	Uttar School Examination Board Patna, Kucha Mang-800001	Examination equivalent to +2 course under 10+2 system of Education	5/5/19/01/1990
23	Goa Board of Secondary and Higher Secondary Education, Aha Bello, Goa-401521	Examination equivalent to +2 course under 10+2 system of Education	5/5/19/01/1990
24	Gojrat Secondary Education Board, Sector-30-B, Near Old Sach-Bahya, Gashimagar-562343	Examination equivalent to +2 course under 10+2 system of Education	5/5/19/01/1990
25	V. P. Board of School Education (Bhamra), 176213, Hivachal Pradesh	Examination equivalent to +2 course under 10+2 system of Education	5/5/19/01/1990

26	I & K Board of School Education, Nehru College, Sirsena 280005 (November to April)	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
27	Karnataka The University Education Board, Palace Road, Bangalore-560002	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
28	Kerala Board of Public Examination, Parasika Bhawan, Pettahpala, Thiruvananthapuram-570012, Kerala	Examination equivalent to +2 Course under 10+2 system of Education	30/11/01, 1990
29	Maharashtra State Board of Secondary & Higher Secondary Education, S.A. No. 452-A, Near Plot No. 179, 175, Near Barchhrawani, Behind Agharkar Research Institute, Dhankar Road, Shriharipur, Pune-411004	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
30	Uttar Pradesh Board of Secondary Education, Inghat-205001	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
31	Meghalaya Board of School Education West Guru Hills, Tala, Meghalaya-794004	Nil	30/11/01, 1990
32	Madhya Pradesh Board of School Education, Post Box-07, Chhittorgarh, PO Khandwa, Awar-760112	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
33	J.K. Board of Secondary Education Dept. of Govt. Exams, Call Road, Madras-600002	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
34	Nagaland Board of School Education Post Box-222, Kohima-791001	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
35	Rajasthan Board of Secondary Education, Ajmer-205001	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
36	Tripura Board of Secondary Education, PV Complex, Gurukul Road, PO-Rupjahan, Agartala, Tripura West-791006	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
37	U.P. Board of High School & Intermediate Education, Alhabad-211001, Sampal Noida Marg	Examination equivalent to +2 course under 10+2 system of Education	30/11/01, 1990
38	12 years Teaching Programme Senior High School, 3-19-5 Saravali, Shibuya, Tokyo, Japan	10+2 Exams. Of 8th, Culture Colbeck side Road, No. 46, 31.05.1981 of equivalent Certificate	30/11/01, 1990



39	+2 Diploma course in Arts/Music/Dance/Drama/Bombay/KXX	+2 performing Arts course of OHS(20) till 2004 Exams as per Pass. No. 1, dt. 11.05.1999	7415/24.08.1999
40	Jamia Millia Islamia, Jamia Nagar, New Delhi, 110025	3r School Certificate General Course	2415/CHC 18.02.2002
41	West Bengal Council of Higher Secondary Education, West Bengal	Vocational Stream	2415/CHC 18.02.2002
42	Higher Secondary Education, Manipal, Manipal	Examination equivalent to +2 course under 10+2+2 system of Education	5717/04.05.2002
43	Ruridanda Intermediate Council Education, Ranchi, Arts, Science & Commerce	Examination equivalent to +2 course under 10+2+2 system of Education	1211/01.02.2004
44	Higher Secondary Education Board, Santhosh, Nepal	Examination equivalent to +2 course under 10+2+2 system of Education	1212/03.03.2004
45	Chhatrapati Mahatma Jyotiba Phule, Raipur	Examination equivalent to +2 course under 10+2+2 system of Education	1213/05.02.2004
46	Council of Higher Secondary Education, Odisha, Bhubaneswar	+2 Vocational Course	8027/14.08.2006 Arts (Voc. & Comm. (Voc)) 8027/14.08.2007 Science (Voc)
47	Sri Jagannath Sanshodhan Mandal, Bhubaneswar, Odisha	Upachetan	7155/28.07.2008
48	International Baccalaureate Diploma, Geneva, Switzerland	Higher Secondary Course	7095/15.11.2013
49	The High School Graduate of North Hills Village High School, Bulacan Republic of Philippines	Higher Secondary Course	7098/15.11.2013
50	Diploma in Engineering (Three or course) having Phy, Chem, Math & Eng. Subjects conducted by NCTE & VT, Odisha	+2 Science stream conducted by CHC, Odisha	1001/25.06.2014
51	National Institute of Open Schooling, Institutional Area A-24/25, Sector 62, Noida, 201303, New Delhi	Senior Secondary School Examination, under 10+2+2 system of Education	4813/19.07.2015
52	Telegana State Board of Intermediate Education, Telegana, (Established on 04.12.2014)	Examination equivalent to +2 course under 10+2 system of Education	4846/24.07.2015
53	Ministry of Education Suva, Fiji	Fiji Year 12 Certificate Examination	5006/02.07.2016

54	Two years Diploma Examination conducted by SCES&T, Odisha) Provided students passed 1st yr Diploma Exam in Subject - English, Physics, Chemistry, Mathematics)	+2 Science stream conducted by OISE, Odisha	2473/ 21.1.2017
55	Odisha State Board of Madrasa Education, Bhubaneswar (Mahar) Odisha	Mahr (two years Course)	4000/12.07.2019 (w.e.f. 2019-20)
56	Members of COSE	Admitted on or before 24.9.2019	1425/2.3.2020, 5198/24.9.19, 4842/ 24.7.2015

*Arijan Satrahi*  
Secretary

Memo No. 3000 /OISE/Dt. 11.09.2020

Copy forwarded to the Add. Secretary to Govt. Dept. of School and Mass Education, Odisha / Add. Secretary to Govt. Dept. of Higher Education Dept. / Director, Higher Secondary Education, Odisha Bhubaneswar, for information.

*Arijan Satrahi*  
Secretary

Memo No. 3001 /OISE/Dt. 11.09.2020

Copy forwarded to the Registrar, Utkal University, Vanivihar, Bhubaneswar/ Registrar, Sambalpur University, Bhanjapali, Berhampur, Ganjam/ Sri Jagannath Sanshodhanalaya, Shri Utkar, Puri

*Arijan Satrahi*  
Secretary

Memo No. 3002 /OISE/Dt. 11.09.2020

Copy forwarded to Controller of Examinations, OISE, Odisha, Bhubaneswar for information.

*Arijan Satrahi*  
Secretary

Memo No. 3003 /OISE/Dt. 11.09.2020

Copy forwarded to Secretary, Board of Secondary Education, Odisha, Cuttack for information.

*Arijan Satrahi*  
Secretary

Memo No. 3004 /OISE/Dt. 11.09.2020

Copy forwarded to the NIC, Bhubaneswar for information with request to upload this notification on the OISE website.

*Arijan Satrahi*  
Secretary



## Annexure-1

## HOW TO VALIDATE THE MARKS

1. All Marks to be entered only "Total Mark Secured" is the mark secured in all subjects to be taken.

### 2. Sample of Mark Secured in Council Examination

Candidate Name / Roll No.	English	History	Mathematics	Science	Physical Education
XXXXXXXXXX	85	75	90	80	70
Total Mark Secured: 400					

- The individual subject marks shown in 5.a shall be always out of 100. This may be ensured by verifying with the mark sheet of the applicant. (e.g. if a student has indicated marks for a subject out of 150 or 75, it has to be normalized to 100 maximum mark by the validator) This individual marks will be taken into consideration at the time of tie-break during the selection process as per point no. 15.4 of the Common Prospectus.
- "Total Mark Secured" is the mark secured in the Annual/Supplementary/Instant Examination of the candidate in the +2 Council / Board examination.
- "Maximum Mark" is the total of the maximum marks of the individual subjects with which the student has passed the +2 Council / Board examinations.
- If a candidate has passed compartmentally
  - The "Total Mark Secured" for a compartmental passed applicant shall be total of the full mark sheet which includes the full marks of particular subjects in which the student had failed.
  - In item 5.b, the student has to indicate the details of compartmental examination subject(s), the "Full Marks(s)" of the main examination and "Pass Marks(s)" of the compartmental examination.
  - If an applicant has passed compartmental exam in any of the individual subjects mentioned at 5.a, then the marks secured by him/her in compartmental examinations is to be filled in at 5.a. for consideration during the tie break.
- Validators are requested not to do any calculation for averaging of marks(s) at their level apart from the guideline mentioned above. The software will take care of calculating the average marks (as per rules) and prepare the merit list accordingly.



Government of Odisha  
Department of Higher Education

No. 11710 /HE: Bhubaneswar, the 1 of June, 2015.  
HE-FE-III-Admn.-64/14

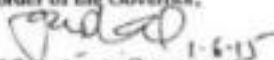
**NOTIFICATION**

In supersession of all the earlier orders or circulars issued by the Higher Education Department concerning the reservation of seats for admission of Scheduled Caste/ Scheduled Tribe students, the Government have been pleased to order for enhancement of reservation of seats for admission of all the Scheduled Caste and Scheduled Tribe students in all the Government and Aided institutions under the control and jurisdiction of Higher Education Department of the State, including the Universities, as follows:-

1. 22.5% of seats shall be reserved for Scheduled Tribe students.
2. 16.25% of seats shall be reserved for Scheduled Caste students.

This shall come into force from the academic session 2015-16.

By order of the Governor,




Principal Secretary to Government

Date - 1-6-15

Memo No. 11711 (13) /HE

Copy forwarded to the Registrars of all Universities/ Principals of all Government & Non-Government Colleges/ Regional Directors of Education, Bhubaneswar/ Berhampur/ Sambalpur for information and necessary action.

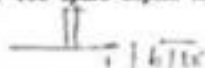


Joint Secretary to Government

Date - 1-6-15

Memo No. 11712 /HE


Copy forwarded to the Director, Printing & Stationeries, Odisha Government Press, Cuttack for publication in the extraordinary Gazette of Government of Odisha and supply 100 spare copies to this Department.



Joint Secretary to Government


Memo No. 11713 (9) HE Dt. 1-6-15

Copy forwarded to all Collectors for kind information.

  
Joint Secretary to Govt


Memo No. 11714 (6) HE Dt. 1-6-15

Copy forwarded to Principal Secretary to Govt., Home Department /  
Principal Secretary to Government, S.C & S.C Development Department for  
kind information.

  
16/6/15  
Joint Secretary to Govt

Memo No. 11715 (9) HE Dt. 1-6-15

Copy forwarded to Private Secretary to Principal Secretary to Govt, Higher  
Education Department / Section -XVII/Section-I/Section-III Guard file for  
information.

  
17/6/15  
Joint Secretary to Govt

**Government of Odisha  
Higher Education Department**

No: 10161 / HE: Bhubaneswar, the 11th / April / 2018  
HE-PTC-SANS-0006-2017

**NOTIFICATION**

In supersession of all the earlier orders or circulars issued regarding the reservation and weightage of seats for admission, the Government has been pleased to revise the reservation and weightage of seats for admission into all the Government and Aided Institutions under the control and jurisdiction of Higher Education Department including the Universities, as follows:

**1) Persons With Disabilities [PWD]:**

5% of sanctioned seats shall be reserved for PWD Students with extent of disability not below 40% (blindness and low vision, hard of hearing, locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy, autism, intellectual disability, specific learning disability and mental illness)

**2) Ex-Serviceman [ESM], Serving Defense Personnel [SDP], Children of Martyrs [CoM]:**

1% of the sanctioned seats shall be reserved for Self / Children / Wife / Husband of Ex-Serviceman, Serving Defense Personnel & the Children of Martyrs.

**3) NCC:**

- I. Applicants holding B Certificate shall be given weightage of additional 5% of marks over and above the aggregate marks secured at the Higher Secondary (+2) or equivalent examination.
- II. Applicants who have represented the State or the Central School/Sainik School at the All India level NCC Camps / Courses / Activities shall be given weightage of additional 3% of marks over and above the aggregate marks secured at the Higher Secondary (+2) or Equivalent examinations.

**4) NSS:**

- i. Applicants who have represented the state at National Level Camp shall be given Weightage of additional **5%** of marks over and above the aggregate marks secured at the CHSE/Equivalent examination.
- ii. Applicants who have represented the Inter State Category Camp shall be given Weightage of additional **3%** of marks over and above the aggregate marks secured at the CHSE/Equivalent examinations.
- iii. Applicants who have got the best NSS Volunteer award in University level shall be given weightage of additional **2%** of marks over and above the aggregate marks secured in CHSE/Equivalent examination.

**5) Rover & Ranger:**

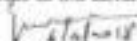
- i. Rover & Ranger possessing and producing the original certificate signed by the President of India shall be given weightage of additional **5%** of marks over and above the aggregate marks secured at the Higher Secondary (+2)/ Equivalent examination.
- ii. Rover & Ranger possessing and producing the original certificate signed by the Governor/ PATRON/ President of the State Association shall be given weightage of additional **2%** of marks over and above the aggregate marks secured at the Higher Secondary (+2)/Equivalent examination.

**6) Reservation for Odias Living in Neighboring States (OLNS) and Outside State Applicants (OSA) is abolished from the academic session 2018-19.**

**7) Reservation/ weightage under other categories remain unchanged.**

This shall come into force from the academic session 2018-19

By order of the Governor



(G.V.V Sarma)

Additional Chief Secretary to Government

**Memo No.:** 10162 /H.E.,Dated: 07 /04/2018

Copy forwarded to the PS to Hon'ble Minister, School & Mass Education / Hon'ble Minister, Higher Education for kind knowledge of Hon'ble Minister S& ME and Hon'ble Minister Higher Education.

*TRR*  
*S/HR*  
Joint Secretary to Govt.

**Memo No.:** 10163 /H.E.,Dated: 07 /04/2018

Copy forwarded to the Sr. PS to Additional Chief Secretary to Govt. Higher Education Department for kind knowledge of ACS, H.E. Deptt.

*TRR*  
Joint Secretary to Govt.

**Memo No.:** 10164 /H.E.,Dated: 07 /04/2018

Copy forwarded to Additional Chief Secretary to Govt., Home Department/ Principal Secretary to govt., SC & ST Development Department for kind information of Additional Chief Secretary to Govt., Home Department/ Principal Secretary to govt., SC & ST Development Department.

*TRR*  
Joint Secretary to Govt.

**Memo No.:** 10165 /H.E.,Dated: 07 /04/2018

Copy forwarded to the PS to Principal Secretary to Govt. School & Mass Education Department / Commissioner-Cum-Secretary to Govt. Skill Development & Technical Education Department for kind information of Principal Secretary, S& ME Deptt. / Commissioner-Cum-Secretary Skill Development & Technical Education.

*TRR*  
Joint Secretary to Govt.

**Memo No.:** 10166 /H.E.,Dated: 07 /04/2018

Copy forwarded to the PS to All Secretaries to Govt. / Director, Higher Education Department for kind information.

*TRR*  
Joint Secretary to Govt.

**Memo No.:** 10167 /H.E.,Dated: 07 /04/2018

Copy forwarded to the Registrars of all Universities/ Principals of all Government & Non-Government/ Regional Directors of Education (Bhubaneswar/ Berhampur/ Sambalpur) for information and necessary action.

*TRR*  
Joint Secretary to Govt.

**Memo No.:** 10168 /H.E.,Dated: 07 /04/2018  
Copy forwarded to all Collectors for information.

*B.R.*  
21/4/18  
Joint Secretary to Govt.

**Memo No.:** 10169 /H.E.,Dated: 07 /04/2018  
Copy forwarded to the Director, Printing & Stationeries Odisha Government Press, Cuttack for publication in the extraordinary notification of Government of Odisha and supply 100 spare copies to this Department.

*B.R.*  
Joint Secretary to Govt.

**Memo No.:** 10170 /H.E.,Dated: 07 /04/2018  
Copy forwarded to the General Manager, OCAC for kind information.

*B.R.*  
Joint Secretary to Govt.

**Memo No.:** 10171 /H.E.,Dated: 07 /04/2018  
Copy forwarded to the Section- XVII/ Section-I/ Section-III and Section-II Guard file for information.

*B.R.*  
Joint Secretary to Govt.

**Government of Odisha  
Department of Higher Education**

\*\*\*\*\*

No. 15115 / H.E., Dated: 07/07/2014

HE-FE-B-MISC-0008/2014

From

Sri Ajay Kumar Nayak, DAS (SAG)  
Joint Secretary to Government

To

The Principals  
438 Degree SAMS Resource Centers

Sub: Further Clarification on validation the CAPs submitted by the Diploma passed students from SCTE&amp;VT, Odisha

Ref: H. E. Dept. Letter No. 14873, Dated: 03/07/2014

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to say that the diploma students applied for +3 classes shall be validated as follows:

- (1) The student must have passed in all the semester examinations and been issued with the "Provisional Certificate cum Memorandum of Marks" clearly indicating semester wise marks.
- (2) While validating the marks, please take the marks secured (Column # 3) and total marks (Column # 2) of 1<sup>st</sup> and 2<sup>nd</sup> semester as given below:

Semester	Total Marks	Marks Secured	Marks Calculated for Division
1 <sup>st</sup>	A	X	3/2
2 <sup>nd</sup>	B	Y	1/2
3 <sup>rd</sup>	Not Required	Not Required	Not Required
4 <sup>th</sup>	Not Required	Not Required	Not Required
5 <sup>th</sup>	Not Required	Not Required	Not Required
6 <sup>th</sup>	Not Required	Not Required	Not Required

Marks calculation method: (Total Marks= A+B), (Marks Secured= X+Y)

(3) Marks of subjects & semesters other than above mentioned points will not be considered for selection.

(4) Please ignore the letter under reference.

This is for kind information & necessary immediate action of all concerned.

Yours faithfully,

Joint Secretary to Government

Memo No. 15116 / H.E., Dated: 07/07/2014

Copy forwarded to the Commissioner-cum-Secretary, LT, Department / Executive Director, OCAC / General Manager, OCAC / Director, Higher Education / Regional Director of Education (Bhubaneswar / Sambalpur / Bargarh) / The Chairman, O-SE (O), Bhubaneswar for kind information and necessary action.

Joint Secretary to Government

Government of Odisha  
Department of Higher Education

\*\*\*\*\*

No.: 14221 /H.E., Dated: 25/06/2014  
HE-PE-SI-PO1-0006/2014(P1.)

From  
Sri Ajay Kumar Nayak, OAS (SAG)  
Joint Secretary to Government

To  
The Principal  
437 Degree SAMS SEC Colleges

Sub: Equivalence of Diploma course with +2 Science & admission in Degree colleges: Reg.

Ref: CHSE(O) Notification No : 7723, Dated : 16/11/2013

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to say that as per the notification issued by the CHSE (O) on 16/11/2013, the students who have passed Three (3) year Diploma course in Engineering having subjects Physics, Chemistry, Mathematics and English as foundation course conducted by ICTE & VT, Odisha (State Council for Technical Education & Vocational Training, Odisha) are eligible to take admission in 3 years Degree course offered by general Degree colleges, covered under Student Academic Management System (SAMS). Other terms and conditions are as per the guidelines mentioned in the Common Prospectus (CP) 2014-15. These students are not eligible to apply for Biological Science streams.

Therefore, you are requested to receive the applications from these students and validate them on or before the last date of admission.

Yours faithfully,

  
Joint Secretary to Government

Memo No.: 142526 /H.E., Dated: 25/06/2014

Copy forwarded to Commissioner-in-Charge, I.T. Department / Executive Director, OCAC / General Manager, OCAC / Director, Higher Education/ Regional Directors of Education (Bhubaneswar/ Sambalpur / Berhampur) / Chairman CHSE (O) / Principals, all SAMS Degree Colleges for kind information & necessary action.

  
Joint Secretary to Government

Memo No.: 14223 (2) /H.E., Dated: 25/06/2014

Copy forwarded to the Registrar (Utkal University/ Berhampur University/ Sambalpur University/ Fakir Mohan University/ North Orissa University) for kind information & necessary action.

  
Joint Secretary to Government



**GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT**

No.: 16277 /HE, Dated: 15/04/2023  
HE-PTC SANS-0025-2020

From:

Rajata Kumar Marasingh, OES-4  
Deputy Director, PTC

To:

The Chairman P.G Council (All State Public Universities coming under Higher Education Department)

The Principals (All Government/ Non-Government Degree Colleges coming under Higher Education Department)

Sub: Validation of Certificates of the Sportspersons for admission into U.G & P.G. Courses in Higher Education Institutions - Reg.

Ref: Letter No. 15836, Dated 07.09.2022 & Letter No. 3676, Dated 23.02.2023 of Sports & Youth Services Department, Govt. of Odisha

Madam/Sir,

In writing a reference to the subject cited above, I am directed to inform you that Sports & Youth Services Department, Government of Odisha, after careful consideration, in its letter number referenced above has clarified that applicants having International & State level Sports Certificate need not have to visit the Sports Department for any type of countersign. The Sports weightage certificate shall be issued online only through Sports Department's website. The online generated QR based Sports Certificate is valid for one Academic year, from which the certificate is issued.

However, in case of the Certificates issued by SOFI for National School Games should be countersigned by any of the designated officer of the Regional/State Office of the Educational Board concerned as per G.O. 14795/HE, dt.24.07.2019.

This shall come into force from the Academic Session 2023-24.

This must be treated as **MOST URGENT**.

Yours faithfully

*[Signature]*  
15/04/2023  
Deputy Director

Memo No. 16277 /HE, Dated: 15/04/2023

Copy forwarded to the P.S. to Principal Secretary, Higher Education Department for kind knowledge of Principal Secretary.

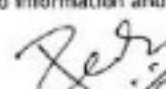
*[Signature]*  
15/04/2023  
Deputy Director

(P.S.O.)

Memo No. 16799 /HE, Dated: 25/04/2023  
Copy forwarded to All RDEs (Bhubaneswar /Sambalpur/  
Berhampur/Balasore/ Jeypore) for kind information and necessary action.

  
25-04-2023  
Deputy Director

Memo No. 16800 /HE, Dated: 25/04/2023  
Copy forwarded to the General Manager, OCAC for kind information and  
necessary action.

  
25-04-2023  
Deputy Director



Government of Odisha  
Sports & Youth Services Department  
Kalinga Stadium, Nayapalli, Bhubaneswar-751012  
e-mail: [sportsports@odisha.gov.in](mailto:sportsports@odisha.gov.in)

SYS-SA-SA-0048-2016-15536 / September 7, 2022

From: Saindra Kumar Jais, OAS (S)  
Joint Secretary to Government

To: Director, Higher Education, Odisha  
Director, Higher Secondary Education, Odisha

Subject: Regarding provision for students seeking admission in higher educational institutions-reg

Sr.

Some of the students along with their parents have approached this department to get their sports achievement documents counter-signed, for the purpose to avail reservation in educational institutions.

2. I am to clarify that there is no provision to countersign any document at this department.
3. As per the guidelines, students having achievements in sports competitions are issued weightage certificate on submission of application to this department in the prescribed manner. The previous arrangement to submit hard copy application has been stopped and the entire process of submission of application and issue of Weightage Certificate as per the guidelines has been digitised.
4. The digitally issued Weightage Certificate bears a QR code, a serial number, photo and signature of the applicant and the details of the issuing authority. The QR code may be scanned to ascertain the authenticity of the document. In case of any doubt, the authority concerned may contact this department quoting the name on the document and the serial number.

This clarification is issued for removal of difficulties faced by the students as well as the educational institutions at the time of admissions. Concerned authorities may kindly be instructed accordingly.

Yours faithfully,

  
Joint Secretary to Govt.



Government of Odisha  
Sports & Youth Services Department  
Kalinga Stadium, Bhubaneswar-751012  
E-Mail: [spoyso@odisha.gov.in](mailto:spoyso@odisha.gov.in)

SYS-SA-SA-0348-2015- 3676 /Feb 23, 2023

From: Salendra Kumar Jena, OAS  
Joint Secretary to Government

To: ✓ The Deputy Director, PTC  
Higher Education Department, Bhubaneswar

Subject: Validation of the Sports Certificates claimed by the students to get a Weightage seat for admission into U.G & PG Courses

Reference: Letter No HE-PTC-SAWS-0005-2023/5772HE/dt.09.02.2023.

Sr,

In reference to the above, I am to clarify that the weightage certificates issued on-line by the Sports & Youth Services Department is valid for the session for the year in which the same is issued. I am to reiterate that the department is issuing weightage certificate only through the online services.

The list of applicants in favour of whom the certificates already issued are made available in the website of the department, i.e., [spoyso@odisha.gov.in](http://spoyso@odisha.gov.in), from time to time. An applicant can apply for weightage certificate in the website, through registering himself/herself as a citizen user, followed by creating his/ her player profile.

The resolution No 4284SYS/dt.01.05.2017 is enclosed here with.

Yours faithfully,

  
Joint Secretary



	<b>CHESS</b> Nets as above OR Top 30 players of USA's top 2000 age category as per FIDE Rating	<b>TENNIS</b> Nets as above OR Top 30 players of USA's top 2000 age category as per AITA Rating		
IDENTITY CARD	<b>SACRED CHESS</b> Representing India at least once in Sr. National event OR Representing India at least once in Olympic Games/ Asian Games or Commonwealth Games or Championship/ World Cup or World Championship in 18+ age category	<b>EXCEPT TENNIS</b> Representing India at least once in Sr. National event OR Representing India at least once in Olympic Games/ Asian Games or Commonwealth Games or Championship/ World Cup or World Championship in 18+ age category	Representing India at least once in Sr. National event OR Representing India at least once in Olympic Games/ Asian Games or Commonwealth Games or Championship/ World Cup or World Championship in 18+ age category	Non-eligible for issue of Sportsman Identity Card
	<b>CHESS</b> Nets as above OR On securing ELO Rating of 1800 or more	<b>TENNIS</b> Nets as above OR On securing a position within Top 20 in India as per AITA Rating		
SPORTS PERSON	Representing India at least once in Sr./ Jr. Youth category National event OR Representing India at least once in Olympic Games/ Asian Games or Commonwealth Games or Championship/ World Cup or Championship in Sr./ Jr. Youth category	Representing India at least once in Sr./ Jr. Youth category National event OR Representing India at least once in Olympic Games/ Asian Games or Commonwealth Games or Championship/ World Cup or Championship in Sr./ Jr. Youth category	Representing India at least once in Sr./ Jr. Youth category National event OR Representing India at least once in Olympic Games/ Asian Games or Commonwealth Games or Championship/ World Cup or Championship in Sr./ Jr. Youth category	Representing India at least once in Sr./ Jr. Youth category National event OR Representing India at least once in Olympic Games/ Asian Games or Commonwealth Games or Championship/ World Cup or Championship in Sr./ Jr. Youth category

Standard eligibility criteria for Sportsmen with Disabilities will be as given below.

Sports related benefit	Eligibility
WELFARE CERTIFICATE	Representing India at least once in any age category through the recognized national body in any recognized international event duly organized by the concerned international body OR Medal holder in the recognized National Championship (any age category)
IDENTITY CARD	Representing India at least once in 17+ age category through the recognized national body in any recognized international event duly organized by the concerned international body OR Medal holder in the recognized National Championship (Senior age category)
SPORTS PERSON	Representing India through the recognized national body at least once in Senior/Junior Youth Category in any recognized international event duly organized by the concerned international body OR Medal holder in any recognized National Championship in Senior/Junior Youth Category

By order of the Director



Commissioner cum Secretary

Memo No. 4285 /SY, Bhubaneswar, dated 01/05/17  
 Copy forwarded to Director, Printing, Stationery & Publications (MIS), Cutack for information and necessary action. He is requested to publish the same in the next issue of Odisha Gazette and send 100 nos. of copies to this Department.



Director cum Addl. Secretary

Memo No. 4286 /SY, Bhubaneswar, dated 01/05/17  
 Copy forwarded to Odisha Olympic Association, Bhubaneswar, Cutack for All State Level Association for information and necessary action.



Director cum Addl. Secretary

Memo No. 4287 /SY, Bhubaneswar, dated 01/05/17  
 Copy forwarded to Special Officer, Odisha Council of Sports, Cutack for information and necessary action.



Director cum Addl. Secretary

Memo No. 4288 /SY, Bhubaneswar, dated 01/05/17  
 Copy forwarded to Principal, Government College of Physical Education, Bhubaneswar, Kalandi, Sambalpur All District Sports Officers/All Heads in-charge for information and necessary action.



Director cum Addl. Secretary

Memo No. 4289 /SY, Bhubaneswar, dated 01/05/17  
 Copy forwarded to I.T. Section of Sports & Youth Services Department for upload the same in the Departmental Portal/ Website for information of General Public.



Director cum Addl. Secretary

Government of Odisha  
Higher Education Department  
\*\*\*\*\*

Annexure - 4.3

No. 14995 /H.E., Dater 24 /07/2019  
HE-PTC-SAMS-0002/2019

From

Dr. Mohit Kumar Das, OES (I)  
Officer-in-Charge, PTC

To

The Principals,  
All Degree/Autonomous/Self-Financing/Sanskrit (Bhuair) Colleges

**Sub: Countersigning of certificates of Sportspersons for admission into Educational Institutions.**

Sirs/Ma'am,

In inviting a reference to the subject cited above, I am directed to intimate you that Educational Institutions such as KVS, DAV, CBSE /ICSE Schools etc. send their sports teams to the National School Games (Conducted by SGT) directly without routing through the State School Sports Association. Therefore, Sports & Youth Services Department, Govt. of Odisha, after careful consideration, in its Letter No. 2296/S&YS/29-02-2018, has certified that in such cases, suitable Officers of Regional/State Office of such Educational boards may be the competent authority to countersign the certificates. (Director/Secretary of S&YS Dept. or Director of Secondary Education are not the countersigning authorities in this case.)

Therefore, in such cases, you are requested to accept the sports certificates (certificates issued by SGT for National School Games), countersigned by any designated officer of the Regional/State Office of the board concerned (For example : for KVS, Deputy Commissioner or any designated officer of KVS, Bhubaneswar Region, Odisha), and allow the students to avail the weightage as mentioned in Common Prospectus 2019.

Certificates not issued by SGT and/or certificates not pertaining to National School Games are not eligible for any weightage, even though countersigned by designated authority of these boards.

**This is treated as "Most Urgent"**


Yours faithfully,


  
Officer-in-Charge, PTC

P.T.O



Memo No.: 14796 /H.E., Dated: 24/07/2019  
Copy forwarded to the P.S. to the Commissioner-cum-Secretary, Higher Education Department, for kind knowledge of the Commissioner-cum-Secretary, Higher Education Department.

Memo No.: 14797 /H.E., Dated: 24/07/2019  Officer-in-Charge, PTC  
Copy forwarded to the Director, Higher Education/ RDEs (Bhubaneswar, Bhanpur, Sambalpur, Balasore, Jajpur) for kind information and necessary action.

Memo No.: 14798 /H.E., Dated: 24/07/2019  Officer-in-Charge, PTC  
Copy forwarded to the General Manager, OAC, Bhubaneswar for kind information and necessary action.

 Officer-in-Charge, PTC

**GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT**

No.: 304152 HE, Dated: 25 /08/2022  
HE-PTC-MISC-0015-2022

From

Susmit Mishra, IAS  
Principal Secretary to Government

To

**Vice-Chancellors of all State Public Universities (under HEED)**  
**Principals of all Government General Degree Colleges and Teacher Education Colleges (under HEED)**  
**Principals of all Aided and Un-aided Non-Government Colleges (under HEED)**

**Sub: Ragging prevention measures in Universities and Colleges (under HE Department)**

Mdms/Sr,

- (1) As the time for admission of new students into universities and colleges has come, all universities and colleges (under HE Department) are hereby directed to take up ragging prevention measures as per UGC notified 'Regulations on Curbing the Menace of Ragging in Higher Educational Institutions 2009'. UGC has amended this Regulation three in the meantime. This Regulation, with its amendments, is available in the UGC website. Letter of UGC dated 14.10.2020 is enclosed herewith as (Annexure A) for your reference.
- (2) As per the 2<sup>nd</sup> Amendment of the above-said UGC Regulations, it is compulsory for each student and his/her parent/guardian to submit an online undertaking each academic year in either of the two designated websites namely ([www.anti-ragging.in](http://www.anti-ragging.in)) and ([www.anti-ragging.org](http://www.anti-ragging.org)). Procedure for filing online anti-ragging undertaking has been communicated by UGC vide its letter dated 27.10.2021 (Annexure B). If it becomes difficult to file online undertaking, institutions shall obtain physical undertaking from students and their parents/guardians in the format given in Annexure C (I) and C (II). As this physical undertaking is not an affidavit, there is no necessity of getting this undertaking verified/signed by any Notary Public or Oath Commissioner.
- (3) All institutions should distribute pamphlet/letter amongst students of all batches, once in a quarter, containing anti-ragging messages as well as

positive action that can be taken against students found involved in ragging. The pamphlet/leaflet should also contain National Anti-ragging Helpline number and e-mail Id and also the mobile number and e-mail Id of important functionaries of the institution including that of Hostel Warden, Hostel Superintendent, Head of Institution, Anti-ragging Squad Members, etc. These telephone numbers and e-mail Ids should also be conspicuously displayed, in shape of wall paintings or display board, at various places of the institution especially in hostels including private hostels situated outside the campus.

- (4) Institutions should organize awareness programs/workshops on "Awareness on Ragging and Anti-Ragging Measures". Consciousness among students should be spread by conducting Dramas, Audio Visual Events, No-School, etc. Efforts should be made to create the ability in students to understand and share the feelings of one another. Emotional Quotient (EQ) is to be developed in them which will in turn help them to manage their own emotions in a positive way in their professional and personal life.
- (5) An active and effective Anti-ragging Squad is perhaps the most effective way of prevention of ragging. An Anti-ragging Squad, comprising of 3 to 4 teachers, shall be constituted by the Head of the Institution for maintaining vigil, oversight and patrolling function. The Squad shall remain mobile, alert and active at all times. The telephone number of the Squad members should be intimated to students of all batches through pamphlet/leaflet and display board/wall painting. The Squad should make surprise visit to hostels and other places vulnerable to incidents of ragging, including private hostels and such other vulnerable places outside the institution campus. The Squad shall conduct enquiry into any incident of ragging referred to it by the Head of the institution or any teaching or non-teaching employee of the institution or any student/parent/guardian or by any other person; and submit its enquiry report along with recommendations to the Head of the Institution. While conducting enquiry, the Squad must follow fair and transparent procedure. Students accused of ragging should be given adequate opportunity to defend themselves. On receipt of enquiry report of the Anti-ragging Squad, the Head of the Institution shall take appropriate action as per the provisions of the UGC Regulations.

The Squad shall also conduct discreet random survey amongst fresh students every fortnight during the first three months of the academic year to verify and cross-check whether the institution is indeed free of ragging or not.

- (6) Notwithstanding the obligations and responsibilities of members of Anti-ragging Squad, Anti-ragging Committee and the Head of the Institution, it shall be the general collective responsibility of all teachers and staff/employees of the institution, whether regular or temporary, to prevent or to act promptly against occurrence of ragging or any incidence of ragging which comes to their notice.
- (7) No institution shall condone any reported incidence of ragging in any form. Action against students found guilty of ragging and/or abetting ragging must be taken in accordance with the provisions of the UGC Regulations. For every established case of ragging and/or abetment of ragging, the institution shall file First Information Report (FIR) with the Local Police Authorities under the appropriate penal provisions of Indian Penal Code (IPC). Without waiting for the outcome of such FIR, the institution shall also take action against the students found guilty of ragging or abetment of ragging by imposing suitable punishment as mentioned in Para 9.1(b) of the UGC Regulations.
- (8) Ragging is a criminal offence and is also a dehumanising and abominable act. Institutions must sincerely endeavour towards ensuring a ragging free campus to eliminate the scourge of ragging. Incidents/Allegations of ragging should not be ignored and swept under the carpet to present "All is well" message. In established cases of ragging, institutions must not try to patch up between the student(s) found guilty of ragging and the victim(s) of ragging. Such laxity towards ragging will do more harm than good to the institution in long term.
- (9) Members of State-level Anti-ragging Committee, District-level Anti-ragging Committees and HE Department-level Anti-ragging Committee may make random and surprise visits to Universities and Colleges to check whether desired anti-ragging measures are put in place or not.

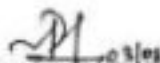
Yours faithfully

  
Principal Secretary to Government

(P.T.O)

Memo No.: 32453 /H.E., Dated: 03 /08/2022

Copy forwarded to the P.S. to Hon'ble Minister, Higher Education Dept. for kind knowledge of the Hon'ble Minister.



Principal Secretary to Government

Memo No.: 32454 /H.E., Dated: 03 /08/2022

Copy forwarded to the Principal Secretary to Government, Skill Development and Technical Education Department, Odisha (Nodal Department for monitoring Anti-Ragging measures in the State) for kind information.



Principal Secretary to Government

Memo No.: 32455 /H.E., Dated: 03 /08/2022

Copy forwarded to the Vice-Chairperson, OSHEC, Pustak Bhawan, Suka Vihar, Bhubaneswar for kind information.



Principal Secretary to Government

Memo No.: 32456 /H.E., Dated: 03 /08/2022

Copy forwarded to RDEs (BBSR/Balasore/Berhampur/Jeypore/Sambalpur) for information.



Principal Secretary to Government

**ANTI-RAGGING UNDERTAKING**

- 1) I \_\_\_\_\_ *Full name of the student with admission/registration/enrolment number* via / or Mr./Mrs./Ms. \_\_\_\_\_, having been admitted to *name of the institution*, have received a copy of the UGC Regulations on curbing the Menace of Ragging in Higher Education Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby undertake that
- I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of the Student

Name:

Address:

Telephone / Mobile No.:

**ANTI-RAGGING UNDERTAKING**

- 1) I Mr./Mrs./Ms. \_\_\_\_\_ (full name of the parent/guardian) father/mother/guardian of \_\_\_\_\_ (full name of the student with admission/registration/enrolment number), having been admitted to \_\_\_\_\_ (name of the institution), have received a copy of the UGC Regulations on curbing the Menace of Ragging in Higher Education Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby undertake that
- My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of the Parent/Guardian

Name:

Address:

Telephone / Mobile No.:





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## 1. OVERVIEW

The e-Admission into the Degree colleges is taken up by the applicants who must have cleared their 12<sup>th</sup> board or +2 exams from a recognized board. Should have studied mandatory subjects like Arts, Commerce, Physics, Chemistry, Biology and Mathematics in Class 12<sup>th</sup> board or +2. The system is completely automated and is managed only through online. For completing all the formalities, the applicants should possess a valid mail id and an active mobile number with proper internet facility for receiving all the notifications with respect to admission process. Based on the marks secured in each subject, one can opt admission into the individual colleges by providing the details of the subject wise marks, documents supporting the category to which the applicant belongs followed by payment of the requisite fees.

A student is required to register herself/himself to avail different services under SAMS (e-Admission) such as online application, payments, selection, intimation, etc. The registration will be through an OTP (One Time Password) process, hence a mobile number & email ID is very crucial. Multiple registrations are restricted against single mobile & email ID.

The ONLINE Application Form for all Junior colleges is available in the website [www.samsodisha.gov.in](http://www.samsodisha.gov.in), which may be filled up correctly and should be submitted ONLINE on or before due date & time.

There is no option available for applying offline for the admission. Before filling up the application form, the applicant should keep ready the scanned copy of the colored photograph. The applicant/parent has to read carefully the information brochure and instructions before filling the Degree Online Application Form.

## 2. HOW TO GET STARTED

To start using the application for the admission of the applicants into various Degree colleges, enter the URL: <http://samsodisha.gov.in/> in the browser to land onto the following welcome screen as shown in Figure 1:



Figure 1 SAMS Welcome Screen



Figure 2 SAMS Degree Portal

Referring to Fig. 2, click the "Student Login"

### 2.1 EXISTING USER (SIGN-IN)

By choosing the Degree Application option in Fig. 2, you will be able to access the login screen for both **New Student Login** and **Existing Student Login** as shown in Fig. 2-2. If you are an existing user, then login to the system using your mobile number and password and follow the steps mentioned below for sign in-

- Select Year as 1<sup>st</sup>.
- Enter the registered **Mobile Number** of the student in the textbox given.
- Enter the login **Password** of the user in the space provided followed.
- For security reasons, enter the **Captcha** displayed.
- Click the **SIGN IN (Existing User)** button to enter the student area and access the permitted feature

Figure 3 SIGN IN (Existing User) Screen

**Please Note:** All the communication during e-Admission will be made through the mobile number and email address used during registration through SAMS portal. One mobile number or email address are restricted for multiple registrations.

## 2.2. NEW USER (SIGN-UP)

The screenshot displays the 'NEW USER REGISTRATION' form on the SAMS portal. The form includes the following fields and elements:

- Name:** Text input field.
- Date of Birth:** Text input field.
- Mobile Number:** Text input field.
- Email:** Text input field.
- Generate OTP:** A prominent orange button.
- Resend:** A smaller button below the orange one.
- Warning 1:** A red box with a warning icon stating: "Please ensure your mobile number is active to facilitate in sending you alerts."
- Warning 2:** A red box with a warning icon stating: "Remember to use your mobile number as per the registered one and do not receive any alerts for the registration. The mobile number will not be used for multiple registrations."

Figure 4 SIGN UP Screen

In case you are new to the system and have not yet registered, then you can sign up into the portal for the first time having an active mobile number. For doing so, click the **SIGN-UP** Option in Fig. 3, and follow the steps mentioned in the below (as shown in Fig. 4):

- Enter the Name of the Student same as mentioned in your certificate (as in 12<sup>th</sup> Standard) in the textbox.
- Enter Date of Birth (as per the 12<sup>th</sup> Standard) in the textbox.
- Enter the 10-Digit valid Mobile Number for communication /receiving SMS alert.
- Provide a valid and active Email id for communication/receiving the notifications.
- Click the "Generate OTP" button to send the OTP to the mobile number given for registration.

**Please Note:** This mobile number may either belong to you or to any of your family member that is accessible to you.

You will receive a verification code/OTP in your Mobile number and Email id provided for confirming if the mobile number and mail address provided are in active state or not. Check the mobile number and email id if the OTP is not received within 5 minutes, then click the **Resend** button to send the OTP again.

Doing so, you will be taken to the verification page where you have to use the received OTP to verify authenticity followed by choosing new password as part of your log in credential.

To validate your Sign-Up process, refer to Fig. 5:

- Enter the OTP you have received in the **Verification Code** textbox given.
- Enter the **Password** that includes Upper case, lower case, numbers and special characters of at least 8 characters length in the textbox.
- Re-enter the Password for **confirmation**.
- Click the **Submit** button.

Figure 5 New User Registration Screen

- On successful registration, an on-screen message will be shown as shown in Fig. 6 and you will receive a confirmation email/message on your registered email id and mobile number respectively.
- Also, you will get a notification of your registered mobile number and password in your email ID.

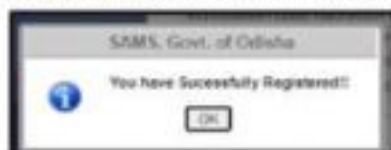


Figure 6 Success Message Screen

### 2.3 FORGOT PASSWORD

Figure 7 Forgot Password Screen

In case you have forgotten your password, then follow the steps below to retrieve the password.

- a) Click on the **Forgot Password?** link (Refer Fig. 3)

**To generate OTP:**

- b) Enter your registered **Mobile Number** in the specified box
- c) Enter your registered **email ID** in the specified box
- d) Click on **Generate OTP** button
- e) Check for the OTP received on your mobile and email ID.

At any point if you want to go back to Login page, Click "**Back to Login**" link. Refer Fig. 7.

A verification code will be sent to the respective mobile number and mail id.

### 3. DASHBOARD

On successful registration **Sign-in** with your registered mobile number and password, you will land onto the following SAMS Degree college admission dashboard, refer Fig. 8, displaying the list of important menus in the left column along with the important announcements and Dateline for the online activities with respect to admission:



**Figure 8** Common Application Form Dashboard Screen

Referring to the datelines, you can proceed for applying into the respective stream sticking to the timeline.

#### 3.1 USER MANUAL

To start applying Common Application form (CAF) for U. G. Courses, applicants are advised to download and read user manual before filling up of CAF available in Student CAF Dashboard (as shown in Fig. 8).

The dashboard will give you the status of your application step- by-step.

Before filling up the application form, you need to go through the important instructions given to be followed and the list of necessary documents required for your referral.

### 3.2 Application Form/ CAF Apply

To fill up the Common Application Form (CAF), click on the "Application Form" link shown in the dashboard, i.e. Fig. 9. Further, a pop-up screen mentioning "Do you want to fill your form using Digi-Locker" will be shown. If, you have data/ information available on the Digi-locker portal, then click on "YES" button, otherwise click on "NO" and proceed to fill in your details with respect to personal details, and educational institution last attended etc.



Figure 9 Dashboard

### 3.3 USER PROFILE

Applicants can change their Applicant Name and Date of Birth if found incorrect at time of registration using this option as shown in Fig. 9:

- Enter the correct name as per 10th Standard Certificate (if it is incorrect) in the textbox (Refer Fig. 9).
- Enter Date of Birth as per 10th Certificate (if incorrect) in the textbox.
- Click submit button to update the correct data in Common Application Form (Refer Fig. 9).



Figure 10 User Profile Screen



### 3.4 PAY CAF FEES

Before applying CAF, applicants have to deposit CAF fees through online mode (Refer Fig. 10):

Figure 11 Pay CAF Fees Screen

For paying the required CAF fees:

- Select "Gender" and State of "Domicile" from drop down in Personal Details as shown in Fig. 10.
- Select the appropriate "Reservation Details" and "Person with Disabilities Information" and click "Proceed to Pay" button to go "Payment Gateway Screen" as shown in Fig. 11.

Figure 12 Payment Gateway Screen

You are provided with options to choose for the **Payment Gateway** available to proceed with the payment process.

Choosing the right option, click the **Proceed** button to make the payment for the application.





Figure 13 Payment Instruction Screen

Going through the instructions enlisted, select the checkbox if you agree to accept the terms and conditions for making the payment and click the **Online Payment** option to pay the requisite amount for the admission into the college and stream selected. Refer Fig. 12.

Once the payment is done, you are redirected to application payment confirmation screen which can be printed for further use, refer Fig. 13:



Figure 14 CAF Payment Screen

### 3.5 APPLICATION FORM/ CAF APPLY

After success payment of CAF Fees, click the CAF Apply link in Fig. 8, to fill in your details with respect to personal details, details of marks secured and educational institution last attended, etc.



**Figure 15 CAF Instruction Screen**

Before filling in the application form, you need to go through the instructions given to be followed and the list of necessary documents required for your referral. (as shown in Fig. 14).

Click the **Close** button to proceed for filling the application-

**Figure 16 CAF Apply Screen**

### 3.5.1 PERSONAL DETAILS

You can fill-in your personal details to apply for admission into degree colleges for the current year in the respective fields under the **Personal Details** section, refer Fig. 16

The screenshot shows a web form titled 'Personal Details'. At the top, it says 'Name of the Board Examination you successfully appeared in the last year is auto-filled'. Below this are several input fields and dropdown menus:

- Name of the Board/Examination:** A dropdown menu with 'CBSE' selected.
- Year of Passing:** A dropdown menu with '2022' selected.
- Exam Type:** A dropdown menu with 'Annual' selected.
- Roll No.:** A text input field.
- Applicant Name:** A text input field.
- Father's Name:** A text input field.
- Mother's Name:** A text input field.
- Nationality:** A dropdown menu with 'Indian' selected.
- Mother Tongue:** A dropdown menu with 'Hindi' selected.
- Marks:** A text input field.
- Religion:** A dropdown menu with 'Hindu' selected.
- Date of Birth:** A date picker showing '20/01/2005'.
- Gender:** A dropdown menu with 'Male' selected.
- Blood Group:** A dropdown menu with 'B+' selected.
- Aadhaar Number:** A text input field.
- Guardian Mobile No.:** A text input field.
- APAAR No.:** A text input field.

At the bottom right, there is an 'Upload Photo' button and a placeholder for a profile picture. A small disclaimer is visible at the bottom of the form.

Figure 17 Personal Details Screen

- The **Name of the Examination Council** for the last attended exam gets auto populated. You can select the name of the examination board as per your preference from the drop-down menu.
- Select the **Year of Passing** the exam from the drop-down menu.
- Choose the **Exam Type** you have appeared, i.e., either Annual or Supplementary.
- Enter your **Roll No.** in the textbox given as mentioned in your admit card.
- Your information including **Applicant Name**, your **Father's Name**, **Mother's Name**, **Nationality**, **Mother Tongue** and **Marks** secured in the respective subjects will be automatically populated in the respective fields in the application form for CHSE(O) applicants. Other Board applicant shall fill the details manually in the respective textbox.
- Select your **Religion**, **Date of Birth**, **Gender** and the **Blood Group** you possess from the respective menus.
- Enter your 12-Digit valid **Aadhaar number** as issued by Govt. of India followed by entering the **Guardian Mobile No.** in the space provided for communication.
- Aside, you have an **"APAAR No."**, Applicant has to enter the **"APAAR No."** in the required field. (which is a non-mandatory field)
- If the child is without **"Biological or Adoptive Parents"** click **"Yes"** continue or click **"No"** to continue Refer Fig. 16.
- Click the **Upload Photo** option wherein you can select the photograph either in .JPG, BMP or PNG format Refer Fig. 17.



Figure 18 Upload Photo Screen

- On choosing the appropriate photograph, click the Upload button to save the photo.
- Click Ok button to upload the photo against your profile.

**Please Note:** The photo you specify here will be used across CAF, ID Card, Library Card, etc..

The details of the marks secured in the 12<sup>th</sup> board examination will be displayed for the respective subjects.

- If marks of subject auto populated is incorrect as per the 12<sup>th</sup> CHSE(O) result, then you need to visit your nearest SAMS Resource Center (SRC) to correct the marks.

### 3.5.2. DETAILS OF MARKS SECURED IN +2 COUNCIL/ EQUIVALENT EXAM



Figure 19 Details of Mark Secured in +2 or Equivalent Examination Screen

- If your roll no. is auto-validated by the system in case you choose the Yes option for agreeing that the data provided are correct, then the details of the maximum marks, total marks secured, subject wise mark details will be auto-populated in the respective fields in Fig. 18.
- Other Board applicant whose data doesn't not auto populate has to select the appropriate "Stream" and enter the maximum marks and secured marks manually.
- If you have passed the +2 Council Exam Compartmentally/Instant, Enter the subject wise Fail mark for the previous exam along with the Pass mark in the Compartmental exam in the respective sections Refer Fig. 19

Details of Mark Formatted in Class/Topic/Subject

Go back to the main menu. You can always return to the main menu at any time by clicking on the 'Go back' button.

All  English  Science  Math  History

Maximum Mark	Your Mark (Scored)	English	Maths	Science	Mathematics	History
100	80	20	20	20	20	20

Have you studied 10th or 12th level topics to proceed 10th or 12th class from 10th/12th class or 10th/12th class?  Yes  No

Have you completed 10th/12th class from any government/private school?  No  Yes

Figure 20 Compartmental Marks Screen

### 3.5.3 RECORD OF EDUCATIONAL INSTITUTION LAST ATTENDED

Record of Educational Institution Last Attended

Name of the School/College:

Location of the School/College:  District:

Year of Joining:  Year of Leaving:

**Next**

Figure 21 Record of Educational Institution Last Attended

The detailed record of the educational institution that you have attended last can be selected in this section Refer Fig. 20:

- The **Name of the School** last attended is in the respective field.
- Enter the **Location of the School** last attended in the given textbox followed by selecting the name of the **District** where the school is located.
- Select the **Year of Joining** the school last attended from the drop-down menu.

Click the **Next** button to proceed further to the next screen, i.e., the **Address, Income & Bank Account Information** Section.

### 3.5.4 ADDRESS, INCOME & BANK INFORMATION

The screenshot shows a web application interface for NAMS (National Assessment and Monitoring System). The page is titled "Permanent Address" and contains several sections for data entry:

- Permanent Address:** Fields for State (dropdown), District (dropdown), Block/ULB (dropdown), House No., Street/Village, Post Office, and Police Station Name. A "Save" button is visible.
- Current Address:** Similar fields to the permanent address section.
- Age:** Fields for Age (dropdown), Sex (dropdown), and Marital Status (dropdown).
- Other Details:** Fields for Date of Birth (dropdown), Date of Migration (dropdown), and Date of Registration (dropdown).

A red box highlights the "Save" button at the bottom right of the form.

Figure 22 Address, Income & Bank Information Screen

In the **Permanent Address** column-

- The name of the **State** remains default for the location you have registered.
- Select the name of the **District** from the drop-down menu to which you belong.
- Select the name of the **Block/ULB** where you stay.
- Enter the **House No., Street/Village, Post Office and Police Station Name** in the given space.

- Enter the location **Pin Code** in the textbox.
- For communication enter your **WhatsApp Mobile No.**, **Mobile No.** and **e-Mail address** Fig. 21.

In the **Income Details for Parents** section-

- Select the occupation of your **Father** and **Mother** from the respective drop-down menus.
- Select the income slab from the list in which together your **Parents annual income** can be included.

In the **Bank Information** section-

- Enter your valid **Account Number** existing in the bank for transaction purpose.
- Re-enter the **Account Number** to confirm.
- Enter **Name of the Account Holder**
- Enter the **IFSC Code** of your bank account. Doing so, the **Bank and Branch Details** gets auto-filled in the respective fields refer Fig. 21.

In **Other Information Section**:

- Enter whether you belong to special category or not
- Enter whether any of your family member is enrolled in "KAALIA Scheme"
- Are you having **Labour Card**
- Enter what you aspire to belong in "Future Career Option"

Click the **Next** button as shown in Fig. 21 to select the "Reservations and Weightage Info" Section.

### 3.5.5 RESERVATION AND WEIGHTAGE INFORMATION

In the **Reservation Details** column-

- Choose the radio button for the category of class to which you belong, i.e. **Schedule Class**, **Schedule Tribe**, **Other Backward Class**, **Socially and Educationally Backward Class** and **General**, etc.
- -If the applicant belongs to **Schedule Cast** or **Schedule tribe** then S/he has to provide the **Barcode or Miscellaneous Case No.**
- If the applicant belongs to **PwD** then S/he will have to tick on **PwD** check box. New option will display as "Nature of Disabilities" and the option under the same will be as follows: **Permanent Disability** and **Temporary Disability** (if temporary disability then the person will not be considered under the **PwD** category)
  - -If **Permanent Disability** then as per the **PwD act of 2016**, the **19** categories are shown in the drop-down list in the Fig. 22 the applicant have to select one of the categories and mention the % of disability, if the applicant is below **40%** then the applicant will not be treated under the **PwD** category.
  - -After that the applicant have to mention the **UDID no.** in the text field in form of alphanumeric and upload the document.

- If the applicant belongs to ESM/ CoM/ SDP, s/he has to select any one category using the Radio Button and then the applicant has to select the Type of Command under the following drop-down list as shown in Fig. 22.

In the **Weightage Details** section-

- Choose the options provided in NCC, NSS Camp, Rover & Ranger, Sports & Games column to which you belong mention in the Fig. 22.
  - Under NCC, select NCC (B) or NCC (Camp Course), International Level, National Level, State Level, Best NSS Volunteer Award.
  - Under NSS Camp: International Level, National Level, State Level, and Best NSS Volunteer Award.
  - Under Rover & Ranger: Select Rajya Puraskar (RP) or President Recognition (PR).
  - Under Sports & Games: Select International, National or State.

Figure 23 Reservation, Weightage Information Screen

Click the **Next** button as shown in Fig. 22.

Moving on further to choose the options for subjects into various courses like +3 Arts, Science, Commerce, B.A. Law, Integrated 4-Years B.A. B.Ed./B.Sc. B.Ed. in Government, Aided, Private and Self-Financing colleges, you are redirected to the **Option Info** screen wherein you are given the option to choose for the subject names from the respective menus.



### 3.5.6 OPTION INFORMATION

The screenshot displays the 'Option Application Form' interface. At the top, there is a header with the logo and the text 'Option Application Form' followed by a '+3' badge. Below the header is a progress bar with four steps: 'Registration', 'Details of HEIs', 'Details of Subjects', and 'Options'. The 'Details of HEIs' step is currently active. The form contains several input fields: 'District' (a dropdown menu), 'College Name' (a dropdown list), 'Stream' (a dropdown menu), 'Subject' (a dropdown menu), and 'Residence' (radio buttons for 'Yes' and 'No'). There are also 'Previous' and 'Next' buttons at the bottom of the form.

Figure 24 Adding HEIs Option Information Screen

Referring to Fig. 23,

- Choose the appropriate radio button for the HEIs type into which you are interested to enroll yourself, i.e., either Govt./Aided/Private, Self-Financing, or Sanskrit.
- Select the name of the District from the drop-down menu wherein you are interested to take admission.
- Depending on the location, select the College Name from the drop-down list followed by choosing the name of the Stream for which admission is desired.
- Selecting the Stream for which admission is desired, the previous year cut off marks for the 1<sup>st</sup> selection for the category selected is auto-displayed.
- You need to select the subject from the list of subject options given.
- Choose either Yes or No if you are interested to reside in hostel or not.
- After the applicant will choose Yes, information related to the hostel: like availability of hostel, seat strength as per the category will be mention as shown in the Fig. 23.

Once you are done with the 1<sup>st</sup> option HEIs/Subject, click the 2<sup>nd</sup> Option button to select for the HEIs/Subject.

Here, you can select a minimum of 5 options and a maximum of any number of options for the admission.

## 3.5.7 PREVIEW SCREEN



## Common Application Form

For Admission to Degree Colleges (2024-25)  
Government of Ontario

+3

Please verify the CAC Details and Proceed to Submit the CAC Information

### Personal Details

Name of the Council from which you have passed the +2 (Equivalent) exam, Year of Exam & Roll Number (as in admit card)

Name of the Examination Board: S - CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI

Country:

Year of Passing	2024	Exam Type	Annual
Roll Number	24024	Applicant's Name	SAJJAD AHMED FRODIN
Gender	MALE	Blood Group	B+
Father's Name	SAJID AHMED	Mother's Name	AFRIN AHMED
Religion	MUSLIM	Date of Birth	13 SEPTEMBER 1997
Nationality	INDIAN	Mother Tongue	URDU
Address No.	20/10/10/10/10	Guardian Mobile No.	9876543210
Child without biological/adoptive parents	No	Orphan	No
Staying in Child Care Institution	No	Green Passage	No



SAJJAD AHMED FRODIN

In order to ascertain the number of candidates who are without biological or adoptive parents and the child is residing in child care institution or under foster care, all candidates or any 10 persons within annual income from all sources does not exceed for Rs. 1,00,000 (Indian Candidates).

### Details of Mark Secured in +2 or equivalent Examination

**Note** -15% Mark is non-transferable. Total Mark Secured is the mark secured in all subjects of +2 or equivalent exam.

**Note** - Subject wise mark is approved and used only for fee tender Date.

Arts  Science  Commerce  Computer  Diploma  Open School

Maximum Mark	Total Mark Secured	English	Math	Chemistry	Mathematics	Biological
600	400	300	300	300	300	300

Have you studied till an H/O level or higher (or Passed Ods as a special Exam from CBC within a 10% Standard)?

No

Have you passed +2 (Equivalent) Council Exam Competitively? (Instant?)

No

### Record of Educational Institution Last Attended

Name of the School/College	SDP PUBLIC SCHOOL	Location of the School/College	JAWAHAR
District	JAWAHAR	Year of Leaving	2023

**Permanent Address**

Name	- S - ODESA	Gender	- JAWAIDUDDA
Block	- LADWAPUR	House No., Street/Village, Post Office, Police Station Name	- GANWASMAN
Pin Code	- 762111	Whatsapp Mobile No.	- 822814291
Mobile No.	- 822814291	e-Mail	- AIC.PANDEA@GMAIL.COM
Residence Certificate Details		Issuing Authority	
Issued Date			

**Income Details of Parents**

Father's Occupation	Mother's Occupation	Annual Income of Parents (Together) in INR
ACTING SUPERVISOR	HOME MAID	INR 1,50,000
Does Annual Income	Income Certificate Details	Does your parents are paying income Tax?
1,20,000		No
To Whom the Certificate Issued	Issuing Authority	Issued Date

**Bank Information**

Account Number	- 5061001	Name of Account Holder	- RAJESH KUMAR
IFSC Number	- 0240002704	Bank Details	- STATE BANK OF INDIA
Branch Details	- GANWASMAN		

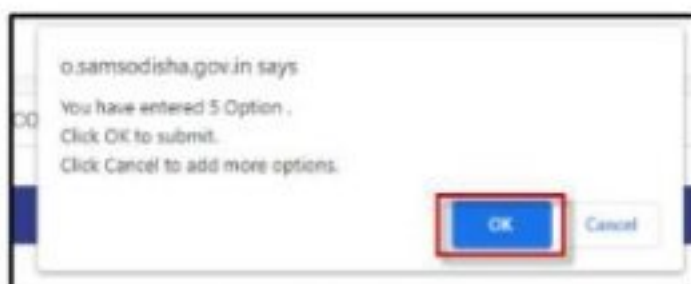
**Other Information**

Special Category	None of the above		
Does parents have a PAN in beneficiary?	No	Does parents hold a labour card?	No
Future Career Option Desired by Applicant	UPSC	Are you willing to participate in skilling courses under MHRD/GOA through Springboard?	Yes

**Reservation Details**

Schedule Tribe (ST)/Schedule Caste (SC)/Other Backward Class (OBC)/Socially and Educationally Backward Class (SEBC)/General	- General
Persons with Disability (PwD)	- No





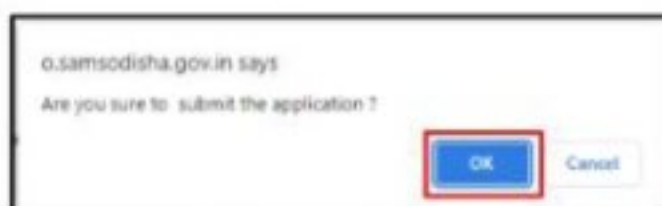
**Figure 26** Alert Message Screen

Clicking OK, the system will again ask you whether to submit your CAF information or not, refer Fig. 25.



**Figure 27** Alert Message Screen

If you are sure to submit the application, then click the "OK" button as highlighted in Fig. 25. After clicking ok system prompts a final alert message once submitted, you are not allowed to edit any information as shown in Fig. 26.



**Figure 28** Alert Message Screen

### 3.5.8 CAF PRINT

Once the application fee is complete in all respects and submitted along with the fee paid, you can now generate a printout of the same choosing the Print option, refer Fig. 28.

**Common Application Form**  
 For Bachelor Degree Programs  
 Ministry of Education, Higher Education & Scientific Research  
**Applicant Copy**  
 Form No. 1001/2019

**1. Applicant Information**  
 Name of the Applicant: [Name] [Last Name] [First Name] [Middle Name]  
 Date of Birth: [Date] [Month] [Year]  
 Sex: [Male] [Female]  
 Nationality: [Nationality]  
 Applicant's Photo: [Photo]

**2. Applicant Details**  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**3. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]  
 Applicant's Address: [Address]  
 Applicant's City: [City]  
 Applicant's Country: [Country]

**4. Applicant's Work Experience**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**5. Applicant's Extracurricular Activities**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**6. Applicant's Health**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**7. Applicant's Family**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**8. Applicant's Financial**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**9. Applicant's Academic Performance**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**10. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**11. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**12. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**13. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**14. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**15. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**16. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**17. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**18. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**19. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]

**20. Applicant's Academic Record**  
 Applicant's Name: [Name] [Last Name] [First Name] [Middle Name]  
 Applicant's ID: [ID]  
 Applicant's Email: [Email]  
 Applicant's Phone: [Phone]



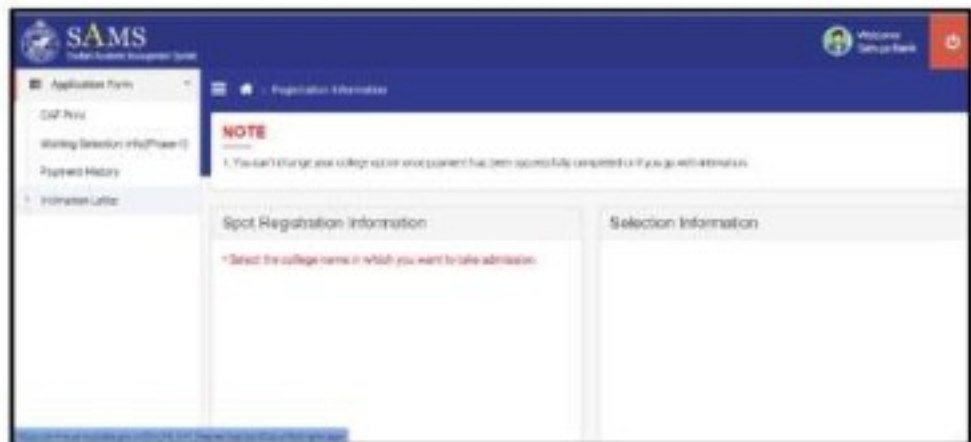


Figure 29 Download Intimation Screen

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## **PG Common Prospectus**

# COMMON PROSPECTUS



Student Academic Management System

Higher Education Department, Government of Odisha

Common PG Entrance Test (CPET-2024) &  
Online Admission Into Post-Graduate Courses  
for State Public Universities and Colleges  
(General/Non-Professional Courses)



Academic Session  
**2024-25**



Please read the  
prospectus carefully  
before filling the  
Common Application  
Form (CAF)

\* Ragging in any form is an offence  
and punishable under law

For more details, please contact  
Sanjog Helpline (Toll Free)  
Number 155335 or 1800-345-6770

Applicants are requested to visit SAMO website  
time to time for latest updates

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## Definitions & Acronyms

<b>Applicant Copy</b>	It contains the application barcode number and the information submitted by the applicant, to be retained by the applicant. (Barcode number is necessary for any future use. A sample copy of CAF is given in <i>Annexure-1</i> .)
<b>BSE, Odisha</b>	Board of Secondary Education, Odisha
<b>CAF</b>	Common Application Form
<b>CGPA</b>	Cumulative Grade Point Average
<b>CHSE (O)</b>	Council of Higher Secondary Education, Odisha
<b>CLC</b>	College Leaving Certificate
<b>DOB</b>	Date of Birth
<b>CP</b>	Common Prospectus
<b>CPET-2024</b>	Common PG Entrance Test-2024
<b>HED</b>	Higher Education Department
<b>HEIs</b>	Higher Education Institutions (Universities & Colleges)
<b>OSHEC</b>	Odisha State Higher Education Council
<b>OTP</b>	One Time Password
<b>PPP</b>	Public Private Partnership
<b>SAMS</b>	Student Academic Management System
<b>SF</b>	Self-Financing
<b>ULC</b>	University Leaving Certificate
<b>Sanjog Helpline Toll Free Number</b>	155335 OR 1800-345-6770: It is toll free helpline number which provides information to applicants / parents / general public on query related to PG Common Entrance Examination.

## Highlights of the Common Prospectus

1. Please read the Common Prospectus (CP) carefully before filling the online Common Application Form (CAF).
2. CPET-2024 is compulsory for all the aspirants interested to take admission in the listed P.G. courses in the mentioned Universities and Colleges offering P.G. courses (<https://pg.samsodisha.gov.in/UniversityWiseIntakeCapacity.aspx>/<https://pg.samsodisha.gov.in/InstituteWiseIntakeCapacity.aspx>) in the State of Odisha for the Academic Session 2024-25.
3. The M.A. program at Odia University, Puri and the Acharya (P.G) courses of Shree Jagannath Sanskrit University have been included under SAMS for P.G. admission from the current Academic Session 2024-25.
4. Before proceeding for the application process, the applicants are advised to go through the link <https://pg.samsodisha.gov.in/Eligibility.aspx> to check the P.G. subject wise eligibility criteria.
  - i. The conversion of Mark to Percentage (%):  $(\text{Secured Mark} / \text{Maximum Mark}) \times 100$
  - ii. The conversion of CGPA to Percentage (%):  $(\text{Secured CGPA} \cdot 0.50) \times 10$ ; for  $4 < \text{CGPA} \leq 10$
5. Referring to the point no.3, applicants securing 45% or 5.0 CGPA in aggregate shall be eligible to apply for PG Courses. The eligibility criteria (45% or 5.0 CGPA) is also applicable for the candidates appearing in the +3 degree examination for the Academic Session 2024-25.
6. Like last Academic Year, the counseling based online admission (Freeze, Slide & Float) will be done in online mode.
7. Applicants seeking admission into P.G. courses at the State Public Universities and Colleges those are participating in SAMS for the Academic Year 2024-25, must apply exclusively through the online mode. There will be no OFFLINE mode for submission of CAF.
8. The on-line CAF is available on the website [www.samsodisha.gov.in](http://www.samsodisha.gov.in) and can be accessed at any place where internet facility is available within the timeline. Submission of application does not automatically confirm the right to admission.
9. During the current academic session, CAF details will be collected from the Applicants in two parts i.e.
  - a) **While applying CAF before Entrance:** Initially, applicants will fill the CAF by providing personal details, address, educational qualification, and PG Admission Subject (Course Subject) for CPET-2024. An applicant can apply for multiple PG course subjects (limited to 05 subjects per candidate) as per his/her choice and

eligibility while applying in the CAF for entrance examination-CPET-2024. This is required for preparing subject-wise state-wide provisional rank list. In case of multiple course subjects, additional fees per each additional subject must be paid. The CAF will indicate the total amount to be paid in such cases.

- b) **Updating the CAF (filled previously) after publication of subject-wise state-wide merit list:** After the publication of subject-wise state-wide provisional rank, the candidate will be given chance to fill up his/her choice of preference of Universities/Colleges/Subjects as per his/her rank in subject-wise state-wide merit list. During choice filling, last year's cut-off mark for each student in a particular University/College will be shown. **A candidate is permitted to apply in minimum 5(Five) and maximum 10(Ten) options.** Provisional seat allotment will be done as per the choice of preferences, reservation and weightage details provided in the CAF.

**Example:** The candidates submitting multiple options must provide the combination of subject and University/College, where he/she wants to get admitted in order of his/her preference. For example, if one candidate wants to apply for Public Administration in Uttkal University, Political Science in Berhampur University and Political Science in F.M.(Autonomous) College, Balasore with first choice as Berhampur University- Political Science, second choice Uttkal University- Public Administration and third choice F.M.(Autonomous) College, Balasore - Political Science, s/he must provide the combined option as per the following manner :

Option 1: Political Science @ Berhampur University

Option 2: Public Administration @Uttkal University

Option 3: Political Science @F.M (Autonomous) College, Balasore

These must be clearly indicated in the CAF.

**N.B:** One candidate can exercise his/her option for minimum 05 subjects and maximum 10 nos. of options for Subject + University/Colleges Combination.

10. After submitting the Common Application Form (CAF), if any mistakes encountered by the applicant or any changes required in the CAF, then s/he can edit the details only for once by entering the OTP received in his/her registered mobile number within the approved timeline.
11. In the current Academic Session, there will be 3 nos. of Phases for admission into P.G. Courses. That will be Phase-I, Phase-II & Phase-III. The Choice of Preferences will be captured once in a Phase.
12. The Phase-I will consists of 4 rounds of selection. The reservation and weightage will be continued for 1<sup>st</sup> and 2<sup>nd</sup> rounds of selection. In the 3<sup>rd</sup> round, the de-reservation of seats will be carried out in case of absence of the eligible applicants of a specific category. The 4<sup>th</sup> round will be the last round for Phase-I, which will be a SPOT admission.

13. Applicants will not be allowed to edit their Preference of Choices after the timeline for editing the CAF, i.e., applicants cannot change the order of their choices OR add any more choices IN OR delete any choices from the choice list after the timeline for choice filling.
14. Like last Academic Year, seat allotment will be done on the basis of choice of preference instead of subject wise allotment.
15. Applicants who got selected in his/her 1st Choice of Preference in a Phase are compulsorily required to take admission and will be not allowed to participate in the subsequent round of admissions and Phases. This means if an applicant has given a subject or HEI as his /her 1<sup>st</sup> choice and selected in that subject/HEI in the Phase-I admission process, then s/he will be not eligible to participate in Phase-II & Phase-III admission process. Therefore, applicants are informed to fill their CAF carefully.
16. Applicants who will take admission during the Phase-I admission process in any subject and at any Higher Education Institutions (HEIs) will not be eligible to participate in the Phase-II and Phase-III admission processes. This implies that only those applicants who have not been admitted to any HEIs will be allowed to participate in the Phase-II and Phase-III admission processes for Postgraduate (P.G.) courses.
17. Applicants who got a seat in a round are advised to do following options after publication round-wise selection:

**Freeze:** - If an applicant is satisfied with the allotted seat i.e. both the HEI and Subject, s/he can choose this option. After selecting the "Freeze" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. The applicants who will choose the "Freeze" option can download the Intimation Letter and have to visit the selected HEIs to complete the admission formalities.

**Slide:** - If an applicant has accepted the allotted seat but also wants for a better Subject as well as HEI in his/her higher preferences, s/he can choose this option. After selecting the "Slide" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. However, such applicants need not have to visit the allocated HEIs, as they will not get the Intimation Letter and they will wait for the subsequent round of selection.

**Float:** - If an applicant has accepted the allotted seat and also wishes a better Subject in their higher choice of subjects in the same HEI, s/he can choose this option. After selecting the "Float" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. However, such applicants need not have to visit the allocated HEIs, as



They will not get the Intimation Letter and they will wait for the subsequent round of selection.

18. Whenever a seat is allocated, applicants are compulsorily required to choose their option - Freeze, Float or Slide - carefully, if the applicant will not choose any of the options that implies the applicant is rejecting the offered/allocated seat and s/he will be out of the counselling process in the subsequent rounds of that Phase.

19. Similar to the previous year, career marks will be computed out of a total of 20. Candidates achieving 60% or higher will be classified in the first division, while those scoring between 50% and below 60% will fall into the second division. Applicants obtaining less than 50% will not receive any career marks or weightage.

a) Passed Graduation in 1<sup>st</sup> Div. Honors with Marks - Secured CPET Mark + (10 + Secured S/10)

b) Passed Graduation in 2<sup>nd</sup> Div. Honors with Marks - Secured CPET Mark + (5 + Secured S/10)

c) Passed Graduation in 1<sup>st</sup> Div. Honors with CGPA - Secured CPET Mark + (10 + Secured CGPA)

d) Passed Graduation in 2<sup>nd</sup> Div. Honors with CGPA - Secured CPET Mark + (5 + Secured CGPA)

20. During the editing of CAF, all the differential amounts will be collected online at the time of admission. The differential amount will be mentioned in the CAF & intimation for the knowledge of the applicant and respective HEI.

(By opening the correction window, if the candidate changes his/her option for the subjects, then there may be fluctuation in CAF fees. By doing so, if the CAF fee becomes less, then there will be no refund of CAF fees.)

21. The applicants will choose only one examination Zone to appear in the CPET examination. Selection of Entrance Examination Center may be changed at last moment, if such situation arises.

22. The candidates, whose final U.G. results are awaited (not published), can also apply on-line in the CAF to appear CPET-2024. But they must upload their marks by logging into the "Existing Students Login" prior to fixed timeline published in the advertisement.

23. The candidate is expected to continuously visit the website: [www.samodisha.gov.in](http://www.samodisha.gov.in) and [www.dnc.odisha.gov.in](http://www.dnc.odisha.gov.in) for up-to-date information regarding admission modalities.

24. An applicant with Elective Papers which carries at least 24 credits at U.G. Level are eligible to apply for that subject to get admission into PG Courses. According to UGC guidelines (Choice Based Credit System), a minimum of 24 credits in Elective Papers are required for admission into postgraduate courses.

25. During Filling up the CAF, applicants should include the names of their elective papers and their credits in the CAF after selecting the exam subject. If the total credit is less than 24 or not equal to 24, an alert message will pop-up stating "You have appeared

In two elective papers, each of 100 marks. As your credit is less than 24, you are not eligible to apply for this subject". If an applicant enters incorrect details (not having at least 24 credits but mentioned the same), his/her candidature will be canceled during the admission and document verification process or even after the admission process.

26. As per Higher Education Department Letter No. 36286 dated 23.08.2023, it has been clarified that applicants who have paid the admission fees but are unable to provide the College Leaving Certificate (CLC) during the time of admission may be granted a grace period of 15 days to submit the original CLC along with an undertaking. However, if the applicants fail to produce the CLC within this 15-day period, their admission will be cancelled and the admission fees they have paid will be forfeited.
27. The CLC will be issued online to keep the admission and vacancy data automatically up-to-date on the SAMS portal. As per Higher Education Department Letter No. 14667 dated 18.04.2024 it has been clarified that the CLCs issued after the closure of admission period can only be surrendered within 15 days of their date of issuance.
28. As migration certificate is not required for admission, applicants can submit the same at the last institution, where s/he will finally take admission as per Higher Education Department Letter No.12991, dated.16.03.2021.
29. After the reconciliation process, if a student cancels his/her admission or obtains CLC to enroll in a higher choice HEI from SAMS HEIs to SAMS or Non-SAMS HEIs until the closure of e-admission for the Academic Session 2024-25, HEIs will refund the entire admission fees (excluding Rs. 1000/- as processing fees) to those students. This policy is applicable only for the first year P.G. students (freshly admitted). Beyond the closure date, the refund of admission fees cannot be claimed by the applicants.
30. HEI-wise and Subject-wise admission fees is available on the SAMS website for information of general public and the applicants.
31. Both Temporary & Permanent type PwD applicants (40% & above) will get the reservation benefits in admission from the Academic Session: 2024-25.
32. As per Higher Education Department Letter No. 5023 dated 05.02.2024, it has been clarified that all the academic fees except Mess charges have been waived in respect of the students with disabilities of 40% or more admitted in regular courses at the State Public Universities/ Government & Aided Colleges coming under this Department. However, the students admitted in self-financing courses, the waiver of academic fees as well as hostel fees shall not be applicable. The following fees are coming under the "Academic Fees".
  - i) Admission fees & re-admission fees
  - ii) Tuition fees
  - iii) Magazine fees
  - iv) Calendar fees
  - v) Library fees
  - vi) Reading and Common Room fees
  - vii) Timetable fees
  - viii) Proctor and work experience fees

- ix) Abstract of attendance fees
  - x) All semester examination fees
33. This Academic Year, applicants are required to upload the Residence, Income & Caste Certificates while filling up the CAF. This is a optional requirement to upload the required certificates. If the applicants fail to upload the certificates during filling up the CAF, another chance will be given to upload the certificates during updation of graduation/ equivalent marks, which will be mandatory. Without uploading the required certificates, they will be not able to submit the application.
34. Additionally, applicants are also required to provide the parental annual income in the required field.
35. During filling up the CAF, the applicants are mandatorily required to provide their Aadhaar Number in the required field. Aside, AKAAR ID will also be asked to be entered during filling up the CAF.
36. If any documents provided by candidates are discovered to be forged at any point, it will result in cancellation of their admission and the revocation of any degree awarded by the respective university. Stringent legal action will be initiated against him/her and FIR shall be lodged against the candidate.

**Clarification regarding 4 Years Integrated B.A. /B.Sc. /B.Ed. & B.Sc. /B.Ed. applicants applying for M.A. in Education or other eligible subjects in CPET:**

***It is hereby clarified that:***

- a) Four Years Integrated B.A. / B.Sc. /B.Ed. has two parts i.e., one part contains SGPA and CGPA of B.Ed. component and another part contains the SGPA and CGPA of Bachelor Degree Component of a core subject ( For example, Physics, Mathematics, History.. )
- b) Therefore, such students can apply for M.A. /M.Sc. in their core subjects (M.Sc. in Physics/ Mathematics/ History.....), provided they have core papers in these subjects at 4 Years Integrated B.A. / B.Sc. /B.Ed. level. They can do so by incorporating their 03 Years (Degree Component) total marks/SGPA/CGPA only as career mark (From Semester I to VI).
- c) If 4 Years Integrated B.A. /B.Sc. /B.Ed. students want to apply for M.A. in Education, then their CAF will be rejected. They can apply only for M.Ed. (not covered under CPET). Only students having Education as Core Subject at Degree level are eligible for M.A. in Education.

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## 1. Background:

The Odisha State Higher Education Council (OSHEC) in Higher Education Department, Government of Odisha conducted the Common Entrance Test for admission into the PG Courses at the State Public Universities and Colleges of the State since the academic session 2020-21 through Student Academic Management System (SAMS). However, from last Academic Session: 2023-24, the State Selection Board (SSB) Odisha, Higher Education Department is conducting the CPET examination.

Like the previous years, a common subject-wise state-wide provisional rank list will be prepared and published. After publication of the subject-wise state-wide provisional rank list, applicants are required to provide the choice of preferences (University/PG College + PG Admission Subject), where they want to take admission in PG Courses. Provisional allotment will be prepared through centralized selection process on the basis of the subject-wise state-wide provisional rank, choice of preferences, reservation and weightage details provided in the CAF. Reservation and weightage policy will be followed as per the Govt. of Odisha guideline. However, University/College will frame its own policy regarding hostel accommodation & hostel fees etc.

## 2. Objectives:

- To ensure single window system for reducing inconvenience of students in terms of travel and appearing entrance test separately at each University/College.
- To make the entire PG admission process transparent, thereby reducing the anxiety of applicants/parents regarding selection.
- To ensure uniform schedule across the state for declaration of Degree (+3) results.
- To reduce the work load of Universities and Colleges by developing several modules of administration using the database of admission process and thereby improve services to the applicants.
- To develop a subject-wise state-wide common rank list of applicants for admission in to Universities and Colleges of their choice.

## 3. e- Admission Procedure:

### 3.1 Application Process

- 3.1.1. The CAF will be available in [www.samsodisha.gov.in](http://www.samsodisha.gov.in) for applying through online mode only. There will be one Common Application Form (CAF) and one Common Prospectus (CP) for admission into P.G. courses for any subject of all the listed HEIs of this State. The P.G. Admission will be conducted for the subjects as listed in (<http://pg.samsodisha.gov.in/Eligibility.aspx>).

3.1.2. The below mentioned category of courses are not included under SAMS for admission into P.G. Courses. Individual HEI will make their own admission as per the guidelines of their institution as well. Therefore, candidates desirous to take admission in the below mentioned courses are requested to visit the website of the concerned HEIs for more information.

- (a) Courses run in PPP mode
- (b) Post Graduate Diploma Certificates / Diploma Courses

### 3.2 Where to apply online?

Applicants can apply online at Cybercafe, Common Service Center, Internet Facility Center etc. or they can do it on their own.

### 3.3 How to apply online?

3.3.1 Applicants need to visit the website [www.samsodisha.gov.in](http://www.samsodisha.gov.in) and download the user manual to know the step-by-step procedure to fill the CAF for CPET & P.G. Admission 2024.

3.3.2 An applicant is required to register to avail different services under CPET through the website [www.samsodisha.gov.in](http://www.samsodisha.gov.in). The registration is OTP based. Therefore, the applicants are required to provide his/her name, mobile number, e-mail ID and DOB during the registration process.

### 3.4 Fee Structure of Common Application Form (CAF)

3.4.1 Candidates desirous to appear for one or more subject(s) in CPET, need to fill up their choice of subject(s) in the CAF. The CAF fees in case of appearing multiple entrance subjects will be as follows:

- First or only subject: ₹. 500/- for General category Candidates and ₹. 300 for SC/ST category candidates.
- For every additional entrance subject: ₹. 200/- for both General and SC/ST category candidates.
- The CAF fees will not be collected from the applicants belongs to PwD category, Transgender, orphan, Child without Biological Parents & the applicants staying at Child Care institutions.
- A candidate can apply to appear in the entrance examination in maximum 05 subjects and also required to provide preferences for the Universities or Colleges of his/her preference. The Subject - HEI (University/Colleges) combination will define his/her option.
- The CAF Fees will be deposited in online mode only.
- The total CAF fees will be calculated as per the nos. of subjects applied by the applicant and will be printed on the application printout copy of the CAF. **No refund of CAF fees can be claimed at later date.**

- By opening the correction window for a short period, if the candidate changes his/her option for the subjects, then there may be fluctuation in CAF fees. By doing so, if the CAF fee becomes less, then there will be no refund of CAF fees and if the CAF fee becomes more, then the applicant have to pay the differential CAF fees.

### 3.5 Submission of CAF

37. Applicants are advised not to visit any place for submission of CAF. Online submission of CAF along with the successful online payment of CAF fees does not automatically confirm the right to admission. However, if any false information/Certificate is detected after admission, his/her admission will be cancelled and necessary action will be taken against him/her.

### 3.6 CAF Validation Process and Error Correction

Validation/verification of CAF will be done at the Destination College/University during admission. College/University can deny the admission under some specific situations as given below.

***Mismatch in secured and maximum marks, reservation category details, weightage details and complete mismatch of student's details etc.:*** In such cases, college/university has to verify their certificates and necessary documents meticulously and rectify the error by clicking on the "Not Allow" option in the HEI's e-Space, do the necessary error correction and submit the application online. These applications will be taken as a fresh application in the subsequent rounds of selection, irrespective of marks the candidate has secured.

## 4. Entrance and Admission Timeline:

The Common PG Entrance Examination and the admission through SAMS operates through a pre-fixed timeline for all its activities. It helps in creating awareness and transparency & timely completion of the activities. These dates are finalized by the Higher Education Department, Government of Odisha and will be published in the leading Newspapers as well as on the SAMS website.

### 5. Reservation:

<b>Scheduled Caste [SC] &amp; Scheduled Tribe [ST]</b>	<p>a) SC-16.25% of the sanctioned strength of each course shall be reserved for SC applicants [G.O. 11710/HE, Dtd.: 01/06/2015]</p> <p>b) ST-22.5% of the sanctioned strength of each course shall be reserved for ST applicants [G.O. 11710/HE, Dtd.: 01/06/2015]</p> <p>c) The reserved seats are not interchangeable between SC &amp; ST.</p> <p>d) SC/ST applicants selected for admission on their merit shall not be counted against reserved seats.</p> <p>e) However, any modification made by the Government in the reservation policy will be followed during admission.</p>
<b>Persons with Disabilities (PwD)</b>	<p>5% of sanctioned seats shall be reserved for PwD students with extent of disability not below 40% (Blind and Low Vision, Hard of Hearing, Locomotors Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy, Autism, Intellectual Disability, Specific Learning Disability and Mental illness). [G.O. 10161/HE, Dtd.: 07/04/2018]</p> <p><b>N.B:</b> Both Temporary &amp; Permanent type PwD applicants (40% &amp; above) will get the reservation benefits in admission from the Academic Session: 2024-25. However, the allotment of seats for each subject will not be more than 10% of the intake capacity of the concerned institution.</p>
<b>Ex-Serviceman [ESM], Serving Defense Personnel [SDP], Children of Martyrs [CoM]</b>	<p>1% of the sanctioned seats shall be reserved for Self/ Children/ Wife/ Husband/ of Ex-Serviceman, Serving Defence Personnel and Children of Martyrs. [G.O. 10161/HE, Dtd: 07/04/2018]. This reservation policy does not applicable for CAPF Units like the CRPF, BSF, CISF, ITBP, etc.</p>

### 6. Weightage:

Number of seats in each subject, filled up by the applicants with weightage (which has been mentioned hereunder for various categories of extra-academic achievements), shall not exceed 10% of the sanctioned strength. This 10% of seats shall be proportionately distributed among all categories of applicants. An applicant, who is selected with weightage and taken admission, shall continue to remain in this 10% bracket, even if cut-off mark is reduced in subsequent selections. Maximum 10% weightage mark shall be provided to an applicant. However, applicants who have represented the Country at International level shall be given direct admission.

## 6.1 NCC

- 6.1.1 Applicants holding "B" OR "C" Certificates shall be given weightage of additional 5% of marks over and above the aggregate marks secured at the Degree (+3) or Equivalent examination.
- 6.1.2 Applicants who have represented the State at the All India level NCC Camps / Courses / Activities shall be given weightage of additional 3% of marks over and above the aggregate marks secured at the Degree (+3) or Equivalents examination.

## 6.2 NSS

- 6.2.1 Applicants who have represented the Country at International level shall be given first priority during preparation of rank.
- 6.2.2 Applicants who have represented the state at National Level Camp shall be given Weightage of additional 5% of marks over and above the aggregate marks secured at the Degree / Equivalent examination.
- 6.2.3 Applicants who have represented the Inter State Category Camp shall be given Weightage of additional 3% of marks over and above the aggregate marks secured at the Degree/Equivalent examination.
- 6.2.4 Applicants who have got the best NSS Volunteer award at university level shall be given Weightage of additional 2% of mark over and above the aggregate marks secured in Degree/Equivalent examination.

## 6.3 Rover & Ranger

- 6.3.1 Rovers & Rangers possessing and producing the original certificate signed by the President of India shall be given weightage of additional 5% of marks over and above the aggregate marks secured at the Degree (+3)/Equivalent examination.
- 6.3.2 Rovers & Rangers possessing and producing the original certificate signed by the Governor/ PATRON/ President of the State association shall be given weightage of additional 2% of marks over and above the aggregate marks secured at the Degree (+3)/Equivalent examination.

***N.B: Certificates for NSS/ Rover & Ranger will be accepted if the applicant has participated at Degree (+3 or Equivalent Examination) only.***

## 6.4 Sports & Games

- 6.4.1 Applicants who have represented the country at International level shall be given first priority during preparation of rank.
- 6.4.2 Applicants who have represented the state at national level shall be given weightage of additional 10% of marks over and above the aggregate marks secured at the Degree (+3)/Equivalent examination.
- 6.4.3 Applicants who have represented the college at the Inter-College Sports Meet level shall be given weightage of additional 5% of marks over and above the aggregate marks secured at the Degree (+3)/Equivalent examination.



- 6.4.4 Applicants who have represented their university at Inter-University Sports meets shall be given weightage of additional 5% of marks over and above the aggregate marks secured at the Degree (+3) /Equivalent examination.
- 6.4.5 As per Sports Department Letter No 15536 dated 07.09.2022, applicants having International & State/National level Sports Certificate should not visit the Sports Department for any type of countersign.
- 6.4.6 The Sports Weightage certificates shall be issued only through Sports Department website. Applicants are advised to visit the website <http://portal.sportsboda.gov.in/Citizen/Landing> and apply for Sports Weightage Certificate. The certificate generated online with Photo & QR CODE is only valid.
- 6.4.7 The online generated QR based Sports Certificate is valid only for the year in which the certificate is issued even s/he has utilized the certificate or not.

**N.B. The validity of the Sports Certificate is only for one Academic Year.**

## 7. Principles for preparation of Subject-wise State-wide provisional rank:

### 7.1 Preparation of subject-wise state-wide provisional rank

- 7.1.1 The subject wise minimum eligibility for the CPET-2024 is available in the SAMS website. Please click on the link (<https://www.samsodisha.gov.in/Eligibility.aspx>) to get the list. Those who have appeared in the Final Year/Semester Degree Examination-2024 can also apply and appear in the entrance test. However, they must upload their marks/CGPA by logging into the SAMS Student Portal as per the approved timeline published by Higher Education Department. Failing in submission of final degree results before declaration of provisional rank will debar them from being part of the merit list.
- 7.1.2 During the current academic session, there will be no weightage for career marks in Matriculation and Intermediate (+2) level and also no weightage for Distinction and Honors in Under Graduate (+3) level.
- 7.1.3 The CPET-2024 subject wise state provisional merit rank will be prepared by combining the career marks out of 20 and entrance marks out of 80.
- 7.1.4 Candidates who obtained 60% or 6.0 CGPA or higher are regarded as being in the first division, while those who secured in between 45% or 5.0 CGPA above and below 60% are regarded as being in the second division. Their total career mark will be calculated out of 20. The calculation process is mentioned below:

#### 7.1.4.1 Calculation with Marks:

Final Graduation in 1<sup>st</sup> Div. Honors with Marks = Secured CPET Mark  $\times$  100  $\div$  Secured S.T.M

Final Graduation in 2<sup>nd</sup> Div. Honors with Marks = Secured CPET Mark  $\times$  75  $\div$  Secured S.T.M

#### 7.1.4.2 Calculation with CGPA:

Final Graduation in 1<sup>st</sup> Div. Honors with CGPA = Secured CPET Mark  $\times$  10  $\div$  Secured CGPA

- 7.1.5 Applicants secured less than the 50% at degree/equivalent examination will not avail any benefit of career mark and weightage marks.
- 7.1.6 The entrance examination will consist of multiple-choice type questions with 1 mark for correct answer and zero for a wrong answer (no negative marking). The answers will have to be marked on OMR sheets as per instructions given in the sheet. Each paper will be of 60-minute duration with 80 multiple choice questions. The question will consists as per the CBCS UG model syllabus 2019. In multi-disciplinary subjects where one dedicated Undergraduate course is not available, the questions will be from the UG curricula relevant to the subject applied for, with distribution of questions decided by relative importance of each.
- 7.1.7 Applicants are instructed to go through previous year questions available in the SANS website to acquaint with the pattern of question.

### 7.2 Preparation of provisional allotment list:

- ◆ Provisional allotment will be prepared through centralized selection process on the basis of the subject-wise, state-wide provisional rank, choice of preferences as provided by the candidate, reservation and weightage details provided in the C&F.
- ◆ Like last year, seat allotment will be done on the basis of choice of preference instead subject wise allotment.
- ◆ In case of identical in (entrance + career), entrance mark will be taken for deciding merit. If entrance marks are also identical then career mark in graduation examination (+3) will be taken for deciding merit. If all these parameters are same, then the applicant born earlier (DOB) will get the higher rank.
- ◆ Reservation policy of Government of Odisha will be strictly followed in preparing the provisional allotment list.
- ◆ Persons with Disabilities selected on their merit without relaxed standards, along with other candidates shall not be adjusted against the reserved share of vacancies. The reserve vacancies shall be filled up separately from amongst the eligible candidates with disabilities, which will thus comprise persons with disabilities who are lower in merit than the last candidate in general merit list but otherwise found suitable as an applicant, if necessary, by relaxed standard available for persons with disabilities. Same procedure is also followed in case of the SC and ST candidates.

### 7.3 Preparation of Selection Process:

During the academic session 2024-25, Counseling Based Online Admission Process will be implemented for P.G. admission. The detail process is as follows:

- a) The Preference of Choices will be captured once in a Phase. A phase will be consisted of Maximum of 4 rounds of admission.
- b) Applicants who got selected and taken admission in his/her 1st Preference of Choices in Phase-I admission process or who will take admission during the Phase-I admission (in any of the rounds) in any subject and at any Higher

Education Institutions (HEIs) will not be eligible to participate in the Phase-II and Phase-III admission processes.

- c) Applicants who got a seat in round are advised to do following options after publication round-wise selection:
- Float:** - If an applicant have accepted the allotted seat and also wishes a better Subject in their higher preferences for same HEI, they can choose this option. After selecting the "Float" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. However, such applicants need not have to visit the allocated HEI and wait for the subsequent round of selection.
  - Slide:** - If an applicant have accepted the allotted seat but also wants for a better Subject as well as HEI in their higher preferences, they can choose this option. After selecting the "Slide" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only. However, such applicants need not have to visit the allocated HEI and wait for the subsequent round of selection.
  - Freeze:** - If an applicant is satisfied with the allotted seat i.e. both the HEI and the Subject, they can choose this option. After selecting the "Freeze" option, applicants have to pay the admission fees for that seat allocated. The required fees will be shown in the screen and s/he has to pay the fees in online mode only and such applicants are required to visit the allocated HEI to complete the admission formalities.
- d) After selecting any of the options mentioned in 7.3 (c) as per their interest, candidates will have to pay the admission fees shown in the screen.
- e) After got selected in first round, if a candidate opted for slide option, then in the subsequent rounds the options like "Float" & "Freeze" will be shown to the candidate.
- f) If an applicant has allotted with a seat in a round other than 1st round, then the applicant compulsorily accept the seat by opting slide/float/freeze along with the payment to remain in the admission process.
- g) In every round, candidate must opt one option out of the displayed options to change/remain in the process. If the applicant don't opt any option then the previous option will continue till last round or allotment in 1st option.
- h) Once the applicant opted for "freeze" option, then s/he has to pay the displayed admission fees and report at the HEI for completion of admission formalities.
- i) An applicant once paid the displayed admission fees by selecting slide/float option, then s/he need not required to pay the differential amount in the each round till final round or opting for freeze.
- j) Applicants got selected in 1<sup>st</sup> option or opted "Freeze" are compulsorily required to take admission in that particular round, otherwise their candidature will be cancelled and the same seat will be allotted to another eligible candidate.

#### B. Payment of CAF Fees and Admission Fees:

Applicants will compulsorily deposit their *CAF Fees and Admission Fees* in online mode only through prescribed gateways. On successful transaction, intimation letter will be generated for applicants selected in 1<sup>st</sup> Option or opted "Freeze" in each round except the last round. These applicants name will be displayed at the destination institute for admission updation. Therefore, it is the applicants' responsibility to complete their payment due in time.

#### 9. Admission Procedure:

- ◆ Applicant has to produce all original documents for verification only at the Destination College/University as mentioned in the Intimation Letter. No original documents are to be deposited with College/University authority except CLC. Original Migration Certificate is to be deposited only at the last institution (Refer HE Dept. Letter No. 12991, dated 16/03/21).
- ◆ In between a round, if an applicant have got 1st Choice or opted "Freeze" option, s/he has to pay the differential admission fees online to get the Intimation Letter.
- ◆ Whenever a seat is allocated, applicants are compulsorily to choose their option - Freeze, Float or Slide - carefully. Not choosing an option means you are rejecting the offered seat and you will be out of the counselling process in the subsequent rounds.
- ◆ During the time of admission "Not Reported" option shall be made available in the HEI's e-Space along with the "Allowed", "Not Allowed" and "Rejected" option. The applicants who will not report at the selected institution on the admission date, the HEI may select "Not Reported" option against his/her Name/Barcode.

#### 9.1 Check List for Admission:

- (a) Original Certificates (As per the Intimation Letter)
- (b) Three(03) passport size colour photographs
- (c) Residence Certificate
- (d) Income Certificate
- (e) Caste Certificate, if required
- (f) Following Original Documents are to be retained by the College/University Authority:
  - College Leaving Certificate issued by the institution last attended
  - Conduct Certificate issued by the institution last attended
  - Migration Certificate (will be retained by the last admitted institution)
- (g) Following Original Documents are to be returned by the College/University Authority to the applicant after the admission process is over.
  - Mark sheet and Pass Certificate of the Matriculation/10<sup>th</sup> Board Examination
  - Mark sheet and Pass Certificate of the Higher Secondary (+2) Examination
  - Mark sheet and Pass Certificate of Degree (+3) Examination
  - Certificate in respect of Reservation, if any
  - Certificate in respect of Weightage, if any

#### 10. Examination Centers:

The State Selection Board, Odisha is authorized to decide the modalities or conduct of examination and the remuneration structure for the Academic Session 2024-25.

#### 11. Prohibition of Ragging in HEIs:

As the time for admission of new students into universities and colleges has come, all universities and colleges (under HE Department) may be directed to take up ragging prevention measures as per UGC notified "Regulation on Curbing the Menace of Ragging in Higher Educational Institution 2009". In this regard, Department of Higher Education Letter No. 32452 dtd, 03/08/2022 shall be referred.

#### 12. What is Ragging?

Any disorderly conduct whether by the words spoken or written or by an act which has the effect of teasing, bullying, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student. Ragging in all its forms shall be totally banned in the entire Higher Education Institution, including its departments, constituent units, all its premises (academic, residential, hostel, sports, canteen, etc.) whether located within the campus or outside and in all means of transportation of student whether public or private. The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.

#### Measures for prevention of Ragging at the institutional level:

A printed undertaking is enclose with this prospectus (Annexure-C (1)) to be filled-up and sign by the applicant that, s/he is aware of the law regarding prohibition of ragging as well as the punishment, and that s/he, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately. The same undertaking is also to be signed by the parent/guardian of the applicant (Annexure-C (2)) to the effect that s/he is also aware of the law in this regard and agrees to abide by the punishment meted out to his/her ward in case the latter if found guilty of ragging and/or abetting ragging.

**Clarification On validation the CAFs submitted by the Diploma passed Students from SCTE&VT, Odisha**

**Government of Odisha  
Department of Higher Education**

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No. 15115 /H.E., Date: 5 /07/2014  
HS-FE-III-MISC-6008/2014

From

Sri Ajay Kumar Nayak, OAS (SAG)  
Joint Secretary to Government

To

The Principals  
435 Degree SAMS Resource Centers

**Sub:** Further Clarification on validation the CAFs submitted by the Diploma passed students from SCTE&VT, Odisha

**Ref:** H. E. Dept. Letter No. 14875, Dated: 03/07/2014

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to say that the diploma students applied for +3 classes shall be validated as follows:

- (1) The student must have passed in all the semester examinations and been issued with the "Provisional Certificate cum Memorandum of Marks" clearly indicating semester wise marks.
- (2) While validating the marks, please take the marks secured (Column # 3) and total marks (Column # 2) of 1<sup>st</sup> and 2<sup>nd</sup> semester as given below:

Semester	Total Marks	Marks Secured	Marks Calculated for Division
1 <sup>st</sup>	A	X	X/2
2 <sup>nd</sup>	B	Y	Y/2
3 <sup>rd</sup>	Not Required	Not Required	Not Required
4 <sup>th</sup>	Not Required	Not Required	Not Required
5 <sup>th</sup>	Not Required	Not Required	Not Required
6 <sup>th</sup>	Not Required	Not Required	Not Required

Marks calculation method: (Total Marks= A+B), (Marks Secured= X+Y)

(3) Marks of subjects & semesters other than above mentioned points will not be considered for selection.

(4) Please ignore the letter under reference.

This is for kind information & necessary immediate action of all concerned.

Yours faithfully,

Joint Secretary to Government

Memo No. 15116 /H.E., Dated: 6 /07/2014

Copy forwarded to the Commissioner-cum-Secretary, I.T. Department / Executive Director, OCAC / General Manager, OCAC / Director, Higher Education / Regional Director of Education (Bhubaneswar / Sambalpur / Bargarh) / The Chairman, OMR (O, Bhubaneswar for kind information and necessary action.

Joint Secretary to Government

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## Clarification on the certificates of Sportsperson for admission into HEIs

### GOVERNMENT OF ODISHA DEPARTMENT OF HIGHER EDUCATION

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#### RESOLUTION

Bhubaneswar, Dated the *20<sup>th</sup>* May, 2016

No. JB-FE-IA)-MISC-0908/2016 *12007* /HE. The college students those who represent their Universities in different sports events in All India/ Zonal/ Inter University competitions organized by Association of Indian Universities are entitled to get extra weightage for their sports achievement at the time of admission into educational/ technical institutions. The guidelines for grant of weightage to such sports persons for admission have already been outlined in Sports & Youth Services Department Resolution No 2859/SYS, dated 21.11.2003. In the existing practice such students are approaching the Director, Sports & Youth Services, Odisha to countersign the certificates. The Director, Sports & Youth Services, however, in absence of necessary information relating to participation in such events faces difficulties in countersigning the certificates and as a result concerned students suffer in running from pillar to post to get their certificates countersigned.

In order to remove such difficulties, Government after careful consideration have been pleased to declare the Director/ Secretary of the University Sports Council of the respective Universities of Odisha notified in terms section 3 of the Orissa University Act, 1949 as competent authority to countersign the Zonal/ All India/ Inter University sports competition certificates issued by the Association of Indian Universities.

**ORDER:** Ordered that the Resolution be published in an extra ordinary issue of Odisha Gazette for general information and copy thereof be forwarded to all concerned.

By order of the Governor



Principal Secretary to Government

Memo No. 12008 /HE., Dated 20-5-16

Copy forwarded to the Director, Printing, Stationary & Publication, Madhupatana, Cuttack-753010 for information and necessary action. He is requested to publish the resolution in an extra ordinary issue of Odisha Gazette for general information and supply 25 copies to this Department for official use.

  
19/5/2016  
Addl. Secretary to Government

Memo No. 12009 (a) /HE., Dated 20-5-16

Copy forwarded to Sports & Youth Services Department/Director of Higher Education, Odisha/ Director of Vocational Studies/Registrar all Universities for information and necessary action. He/she is requested to issue instructions to all Government and Private colleges under their administrative control for revision of their prospectus suitably.

  
19/5/2016  
Addl. Secretary to Government



**Government of Odisha**  
**Higher Education Department**  
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No.: 14745 /H.E., Date: 24 /07/2019  
HE-PTC-SAMS-0002/2019

From

Dr. Mihir Kumar Das, OES (I)  
Officer-in-Charge, PTC

To

The Principals,  
All Degree/Autonomous/Self-Financing/Sanskrit (Shastri) Colleges

**Sub: Countersigning of certificates of Sportspersons for admission into Educational Institutions.**

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to intimate you that Educational Institutions such as KVS, DAV, CBSE /ICSE Schools etc. send their sports teams to the National School Games (Conducted by SGFI) directly without routing through the State Schools Sports Association. Therefore, Sports & Youth Services Department, Govt. of Odisha, after careful consideration, in its Letter No : 2390/S&YS/dt.29-02-2016, has clarified that in such cases, suitable Officers of Regional/State Office of such Educational Boards may be the competent authority to countersign the certificates. (Director/Secretary of S&YS Dept. or Director of Secondary Education are not the countersigning authorities in this case.)

Therefore, in such cases, you are requested to accept the sports certificates (certificates issued by SGFI for National School Games), countersigned by any designated officer of the Regional/State Office of the Board concerned (For Example : for KVS, Deputy Commissioner or any designated officer of KVS, Bhubaneswar Region, Odisha), and allow the students to avail the weightage as mentioned in Common Prospectus 2019.

Certificates not issued by SGFI and/or certificates not pertaining to National School Games are not eligible for any weightage, even though counter-signed by designated authority of these Boards.

**This is treated as "Most Urgent"**

Yours faithfully,

  
Officer-in-Charge, PTC

P.T.O

**Memo No.:** 14796 /H.E., **Dated:** 24/07/2019

Copy forwarded to the P.S. to the Commissioner-cum-Secretary, Higher Education Department, for kind knowledge of the Commissioner-cum-Secretary, Higher Education Department.

**Memo No.:** 14797 /H.E., **Dated:** 24/07/2019


 Officer-in-Charge, PTC

Copy forwarded to the Director, Higher Education/ RDEs (Bhubaneswar, Berhampur, Sambalpur, Balasore, Jeypore) for kind information and necessary action.

**Memo No.:** 14798 /H.E., **Dated:** 24/07/2019

 Officer-in-Charge, PTC

Copy forwarded to the General Manager, OCAC, Bhubaneswar for kind information and necessary action.

 Officer-in-Charge, PTC

**Government of Odisha**  
**Higher Education Department**

\* \* \* \*

No. 23283 /HE, Dated: 04 /06/2022

HE-PTC-MISC-005-200

From

Saswat Mishra, IAS  
Principal Secretary to Government

To

The Chairman P.G. Council (All State Public Universities (Coming under Higher Education Department))

The Principals (All Government /Non- Government Degree Colleges Coming under Higher Education Department)

Sub: Collection of admission fees from students for P.G. and U.G. Admission - New System from the session 2022-23 - regarding

Madam/Sir,

In invoking a reference to the subject cited above and unlike previous years, admission fees for admission into P.G. and U.G. courses will not be collected from students through SAMS portal during the e-admission period. Only after completion of e-admission process-period, students will be required to deposit admission fees in the HEIs where they will finally take admission, within a cut-off date to be notified by this Department later.

This is for your kind information and necessary action.

Yours faithfully,



Principal Secretary to Government

04.06.2022

Memo No. 23284 /HE, Dated: 04 /06/2022

Copy forwarded to P.S. to Hon'ble Minister, Higher Education Department for kind information.



Deputy Director

Memo No. 23285 /HE, Dated: 04 /06/2022

Copy forwarded to the Vice-Chairperson, OSHEC, Odisha Text Book Bureau, A-11, Suka Vihar, Bhubaneswar for kind information and necessary action.



Deputy Director

V To

Memo No. 23286 /HE, Dated: 04 /06/2022

Copy forwarded to the General Manager, OCAC, Acharya Vihar, Bhubaneswar for kind information and necessary action.

  
Deputy Director 04/06/22

Memo No. 23287 /HE, Dated: 04 /06/2022

Copy forwarded to all Regional Directors of Education (Bhubaneswar/ Balasore/Berhampur/Sambalpur/Jeyapore) for kind information.

  
Deputy Director 04/06/22

GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT

No.: 14662 /HE, Dated: 18 /04/2024  
HE-PTC-SAMS-0001-2023

From

Rajata Kumar Mansingh, OCS-I  
Deputy Director, PTC

To

The P.G. Council Chairman (All State Public Universities coming under Higher Education Department)

The Principals (All Government/ Non-Government Aided/Non-Aided Degree Colleges coming under Higher Education Department)

The Principals (All Government Teacher Education Institutions coming under Higher Education Department)

Sub: General instruction on considering the surrender of College Leaving Certificate (CLC) for the students taken admission into U.G. P.G. & B.Ed. Courses under SAMS

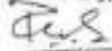
Madam/ Sir,

In inviting a reference to the subject cited above, I am directed to say that after closure of admission period, government is receiving numerous requests to surrender the issued CLCs of the students after so many days of the issuance. These requests are typically due to either errors in the issuance process by the Higher Education Institutions or students' desires to surrender their CLCs for various reasons during their course period for U.G., P.G. & B.Ed. Courses.

Therefore, it is hereby clarified that the CLCs issued after the closure of admission period can only be surrendered within 15 days of their date of issuance. After this time period, the government will not entertain any requests for surrender of CLC under any circumstances.

This is for your kind information and necessary action.

Yours faithfully,

  
18-04-2024  
Deputy Director

Memo No. 14662 /HE, Dated: 18 /04/2024

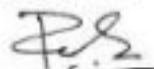
Copy submitted to the P.S. to Commissioner-Cum-Secretary, Higher Education Department for kind knowledge of Commissioner-Cum-Secretary.

  
18-04-2024  
Deputy Director

(P. T. O.)

Memo No. 14669 /HE, Dated: 18 /04/2024

Copy forwarded to the Branch Officer, Teacher Education Section for kind information.

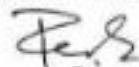


18.04.2024

Deputy Director

Memo No. 14670 /HE, Dated: 18 /04/2024

Copy forwarded to the Joint Secretary to Govt., PTC Section for kind information.

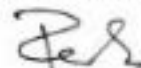


18.04.2024

Deputy Director

Memo No. 14671 /HE, Dated: 18 /04/2024

Copy forwarded to All RDEs (Bhubaneswar /Sambalpur/ Berhampur/Balasore/ Jeypore) for kind information and necessary action.

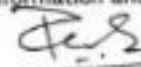


18.04.2024

Deputy Director

Memo No. 14672 /HE, Dated: 18 /04/2024

Copy forwarded to the General Manager, OCAC for kind information and necessary action.



18.04.2024

Deputy Director

GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT

No.: 5023 /HE, Dated: 05 /02/2024  
\*\*\*\*\*  
HE-PTC-MISC-0003-2024

From  
Smt. Mousumi Nayak, OAS(S)  
Joint Secretary to Government

To

The Chairman, P.G. Council, Berhampur University,

The Controller of Examination, Berhampur University

Sub: Implementation of provisions for the disabled students

Madam / Sir,

In pursuance to this Department Order No.34010 dated 13.12.2017, on the subject cited above, I am directed to intimate you that all academic fees except mess charges have been waived in respect of students with disabilities of 40% or more and the expenditure in this regard was to be met by the Aided Colleges from their own internal resources. Now, it has come to the notice of Government for some ambiguities with regard to Academic Fees.


After careful consideration, it has been decided to include the following fees under "Academic Fees" which shall be waived in respect of students with disabilities of 40% or more admitted in State Public Universities/ Government & Aided Colleges coming under this Department.

1. Admission fees and re-admission fees
2. Tuition Fees
3. Magazine Fees
4. Calendar Fees
5. Library Fees
6. Reading and Common Room Fees
7. Time Table Fees
8. Proctor and Work Experience Fees
9. Abstract of Attendance Fees
10. All semester examination fees

However, it is important to clarify that for the students admitted in self-financing Courses, where all the expenditures are met from the funds received from students (e.g. remuneration to teaching and non-teaching staff, guest faculties, lab maintenance & other logistics support etc.), the waiver of aforementioned academic fees as well as the hostel fees shall not be applicable.

This shall come into force with immediate effect.


Yours faithfully,

  
Joint Secretary to Government

(P.T.O)

Memo No. 5024 /HE, Dated: 05 /02/2024

Copy submitted to the OSD to Commissioner-Cum- Secretary, Higher Education Department for kind knowledge of Commissioner-Cum- Secretary.

  
Joint Secretary to Government

Memo No. 5025 /HE, Dated: 05 /02/2024

Copy forwarded to the P.S. to Principal Secretary to Government, SSEPO Department for kind information of the Principal Secretary.

  
Joint Secretary to Government

Memo No. 5026 /HE, Dated: 05 /02/2024

Copy forwarded to all Departments for information and necessary action.

  
Joint Secretary to Government

Memo No. 5027 /HE, Dated: 05 /02/2024

Copy forwarded to the Registrar, State Commissioner for Persons with Disabilities, Bhubaneswar for kind information and necessary action.

  
Joint Secretary to Government

Memo No. 5028 /HE, Dated: 05 /02/2024

Copy forwarded to All the Registrars / Controllers of Examinations of All State Public Universities / The Principals of all Govt. Colleges. / Non- Govt. Aided Colleges for kind information and necessary action.

  
Joint Secretary to Government

Memo No. 5029 /HE, Dated: 05 /02/2024

Copy forwarded to All RDEs (Bhubaneswar /Sambalpur/ Berhampur/ Balasore/Jaypore) for kind information and necessary action.

  
Joint Secretary to Government

Memo No. 5030 /HE, Dated: 05 /02/2024

Copy forwarded to UNE /GCET/NCET Section, Higher Education Department for kind information and necessary action.

  
Joint Secretary to Government



**GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT**

\*\*\*\*\*  
No.: 36286 /HE, Dated: 23 /08/2023  
HE-PTC-PG-0034-2023

From

Rajata Kumar Mansingh, CES-I  
Deputy Director, PTC

To

The P.G. Council Chairman (All State Public Universities coming under Higher Education Department)

The Principals (All Government/ Non-Government Aided/Non-Aided Degree Colleges coming under Higher Education Department)

The Principals (All Government Teacher Education Institutions coming under Higher Education Department)

Sub: General instruction to allow the applicants by submitting an undertaking for admission into U.G. P.G. & B.Ed. Courses under SANS, if failing to produce the original CLC during admission - Regarding

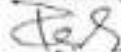
Madam/ Sir,

In inviting a reference to the subject cited above, I am directed to say that Govt. have received complaints that some of HEIs are not allowing the selected applicants for taking admission into U.G. P.G. & B.Ed. courses due to non-submission of the CLC. Therefore, it is hereby clarified that if the admission fees are deposited by the applicants but they are unable to produce the CLC during admission, 15 days time period can be given to such applicants for submission of the original CLC by submitting an undertaking.

However, after 15 days time period, if the applicants are failed to produce the same, his/her admission may be cancelled and the admission fees deposited by him/her will be forfeited.

This is for your kind information and necessary action.

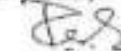
Yours faithfully,



23-08-2023  
Deputy Director

Memo No. 36286 /HE, Dated: 23 /08/2023

Copy submitted to the P.S. to Commissioner-Cum- Secretary, Higher Education Department for kind knowledge of Commissioner-Cum- Secretary.

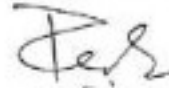


23-08-2023  
Deputy Director

(P.T.O.)

Memo No. 36288 /HE, Dated: 23 /08/2023

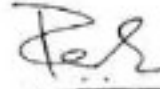
Copy forwarded to the Branch Officer, Teacher Education Section for kind information.



23.08.2023  
Deputy Director

Memo No. 36289 /HE, Dated: 23 /08/2023

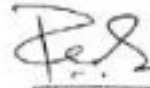
Copy forwarded to the Joint Secretary to Govt., PTC Section for kind information.



23.08.2023  
Deputy Director

Memo No. 36290 /HE, Dated: 23 /08/2023

Copy forwarded to All RDEs (Bhubaneswar /Sambalpur/ Berhampur/Balasore/ Jeypore) for kind information and necessary action.



23.08.2023  
Deputy Director



Notice No 63 / 102 8-9-22

U.N. Autonomous College of Sc. & Tech., Adampur  
DUTY ALLOTMENT FOR UG ADMISSION - 2022-23

The following faculty members are allotted admission duty as verifying officer:

Date	Sci	Science	Commerce
08-09-22	1. Mr. Pradyumn Maheshwari (PhD)	1. Mrs. Prashita Pradhan (PhD)	1. Mr. Mahendra Chandra
	2. Mr. Umesh Pradhan (MPhil)	2. Mr. Manoj Kumar (MPhil)	2. Mrs. Sunita Mishra
	3. Mr. Bhaskar Parida (PhD)	3. Mrs. Swadhinati Sahoo (PhD)	3. Mr. Mahendra Kumar
	4. Mr. Sambhu Babbar (MPhil)	4. Mrs. Anushree Jena (PhD Sc.)	4. Mr. Subhanshu Sahoo
09-09-22	1. Mr. Manoj Kumar Sahoo, MSc	1. Mrs. Jagriti Parida, Ph.D	1. Mr. Lakshmi Kumar
	2. Mrs. Chandana Devi, Ph.D	2. Mrs. Sarita Parida, BEd	2. Mrs. Anshu Kumar
	3. Mr. Pradyumn Kumar, Ph.D	3. Mrs. Swarnalata Patra, IT	3. Dr. Suresh Kumar
	4. Mr. Pradyumn Kumar, MFC	4. Mr. Bishnu Bhawan Swain, Geat	4. Mr. Lakshmi Kumar
10-09-22	1. Mr. Sunil Kumar Pradhan, Ph.D	1. Dr. Aparna Devi, BEd	1. Mr. Subhanshu Sahoo
	2. Mrs. Ningshani Mishra, UG Sc.	2. Mrs. Subhanshu Jena, Chd	2. Mrs. Parvati Parvati
	3. Mr. Anand Kumar Singh, Eng	3. Mr. Sarvika Sahoo, BEd	3. Dr. Suresh Kumar
	4. Mr. Ajay Kumar Baral, BEd	4. Mr. Bishnu Bhawan Swain, Geat	4. Mr. Subhanshu Sahoo
11-09-22	1. Dr. Padma Parida, DEd	1. Mrs. Sandanika Sengupta, Ph.D	
	2. Mrs. Ipsita Patra, BEd	2. Mr. Mahendra Kumar Mahapatra, MPhil	
	3. Dr. Prasanta Kumar Parida, ScM	3. Mr. Pradyumn Sahoo, IT	
	4. Mrs. Sushila Kumar, ScM	4. Mr. Gyan Ranjan Swain, BEd	

Attendee:

Science: Anil Kumar Biswal, Peon  
Commerce: Suresh Parida, Peon  
Art: Laxmidhar Jena, Sweeper

Viewer:

Science: Gallery  
Art: SJ-2  
Commerce: SJ-2

*[Signature]*  
PRINCIPAL  
U.N. Autonomous College of Sc. & Tech.  
Adampur, Cuttack

2024/07/06 13:24

Lord Ganesh



Shree Ganesh Puja (Ganesh Chaturthi) on Campus



Saraswati Puja (Vasanta Panchami) on Campus



# National Education Policy - 2020

## Formation of Committee and Minutes of Meeting

Date: 03.02.2021

A Committee under the chairmanship of the Principal (Ex-officio) of the College comprising the following members was formed to organize seminars/ workshops to sensitize the stakeholders about the National Education Policy (NEP) – 2020. It is also decided to facilitate the faculty members to attend the Faculty Development Program (FDP) organized by other educational Institutions. It is agreed that the Department of Education of the College will implement some portions of NEP in the curriculum.

1. Prof. Lingaraj Mishra, Principal (Chairman)
2. Prof. Kalyani Pattanaik, Vice Principal
3. Prof. Sushant Kumar Mohanty, Administrative Bursar
4. Dr. Krupasindhu Pradhan, Coordinator, IQAC
5. Mrs. Milly Bhuyan, HOD, Education (Coordinator, NEP)
6. Bijaya Kumar Nayak, HOD, Philosophy
7. Mrs. Sujata Mishra, Lecture Commerce
8. Miss. Biswakalpita Mohanty, Lecturer, MSW

Principal

UN (Auto.) College of Sc. & Tech., Adaspur

**U.N. Autonomous College of Science & Technology, Adaspur, Cuttack**

**National Seminar**

**On**

**National Education Policy-2020: Its Practical Aspects**

**Dated: 12 February, 2021**

**Agenda:-**

1. Invitation of Guests to the dais by Prof. Mrs. Mily Bhuyan, Head, P.C. Dept. of Edn.
2. Offering of flower bouquets by students
3. Inauguration of the seminar by lighting of the holy lamp by the dignitaries of the dais and  
Enchanting of Vedic hymns by Mausumi Mahanta
4. Objectives of the Seminar by Dr. Pabitra Kumar Rath (07 Minutes)
5. Introduction of the Guests by Dr. Narayan Mohanty (10 Minutes)
6. Welcome Address by the Principal- Prof. Lingaraj Mishra (10 Minutes)
7. Address by Honourable Guest- Prof. Dr. Prafulla Kumar Mishra (15 Minutes)
8. Address by Chief Speaker- Mahendra Kumar (30 Minutes)
9. Address by Chief Guest – Mahendra Kapoor (15 Minutes)
10. Presidential Address by Sj. Trilochan Kanungo
11. Vote of Thanks by the Co-ordinator, IQAC- Dr. Krupasindhu Pradhan









OFFICE OF THE PRINCIPAL  
UDAYANATH AUTONOMOUS COLLEGE OF SCIENCE & TECHNOLOGY

PRACHI JNANAPITHA,  
AT/PO : ADASPUR, DIST : CUTTACK

Ph. 0671 - 2805409, E-mail : adaspurcollege@gmail.com, Website : www.udyanathcollege.org.in

Letter No. 313

Date 27/02/24

To

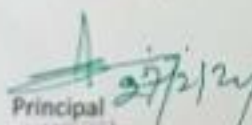
Dr. Binod Bihari Das  
Reader in Education,  
Niali College  
Niali, Cuttack

Sub: Invitation to grace the Seminar as a Resource Person

Respected Sir,

We would like to inform you that, the Department of Education of our college is organizing a Seminar on 29<sup>th</sup> February 2024 at 11.00 A.M in the IT Conference Hall. You are requested to be the resource person on the occasion to deliver a valuable talk. We will be highly obliged having your kind presence and bless the students.

Yours faithfully

  
Principal  
UDAYANATH COLLEGE OF SC. & TECH.  
ADASPUR, CUTTACK



# State level seminar on Role of Teachers in Nation Building



**Bhubaneswar, (KCN):** The Akhil Bharatiya Rashtriya Shiksha Mahasang (ABRSM) Odisha unit, in collaboration with Udaaya Udaik Autonomous College of Science and Technology, Adaspur in the district of

Cuttack, organised a one-day State level seminar on The Role of Teachers in Nation Building on 24th Jan in the auditorium of the College. The Principal, Prof. Arun Kumar Swain, was the Chair. Prof. (Dr.) Prabash Chandra

Agarwal, Principal, Regional Institute of Education (RIE), Bhubaneswar and Dr. Gopal Prasad Mohapatra, former Reader and Head of the Department of Sanskrit of Ekamra College, Bhubaneswar graced

the occasion as Chief Guest and Chief Speaker respectively. Dr. Pabna Kanta Bahu, Convener of ABRSM, Odisha was felicitated by the well-wishers. Teachers from diverse colleges of the State attended the seminar and participated in the discussion.





DEPARTMENT OF GEOGRAPHY, OSMANIA UNIVERSITY, HYDERABAD

&  
The Indian Geographical Society, Chennai



IGS - International E- Conference

ON

EARTH SCIENCES AND SUSTAINABLE DEVELOPMENT GOALS



*Certificate of Participation*

This is to Certify that Prof./Dr./Asst./Ms. **SRIRAMITHA PARTHA** of Department of Geography, *Osmania University* has Presented a paper on "Impact of the COVID-19 Pandemic on Livelihood system a case study of tribal village in odisha" in the IGS - International E-Conference on "EARTH SCIENCES AND SUSTAINABLE DEVELOPMENT GOALS" Conducted from 16 to 18 August, 2021 by Dept of Geography, Osmania University, Hyderabad, Telangana in Collaboration with the Indian Geographical Society, Chennai.

  
PROF. K. ANJAN KUMAR  
CONVENER

  
PROF. A. RAJARATHNAM  
CONVENER

  
PROF. R. MANOJ KUMAR  
CONVENER

## Jagat Taran Girls' Degree College

(A Constituent P.G. College of University of Allahabad)



National Winner

Certificate No. 243004/2021


On

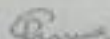
Transferring the Quality of Higher Education through National Education Policy, 2020


September 21, 2021

a-Certificate

This is to certify that **Ms. Binita Kar**, Assistant Professor, UG (Hons) College of Science and Technology, Allahabad, Uttar Pradesh, was awarded the National Winner on "Transferring the Quality of Higher Education through National Education Policy, 2020" organized by Department of Education & Internal Quality Assurance Cell, Jagat Taran Girls' Degree College, Prayagraj on September 21, 2021.

  
Dr. Rajal Datta  
Asst. Professor  
Dept of Education,  
Convener

  
Dr. Anam Gupta  
Asst. Professor  
Dept of Education,  
Organizing Secretary

  
Dr. Anshu Sharma  
Asst. Professor  
Incharge IQAC,  
Convener

  
Prof. Kamal Datta  
Principal  
J.T.G.C.  
Website Director





Internal

## A REVIEW REPORT ON NATIONAL POLICY ON EDUCATION

A Report Submitted to the Department of Education,  
Udayanath (Auto) College of Sc. & Tech., Adaspur in  
partial fulfillment of the requirement for the 4<sup>th</sup> Semester  
Examination of +3 2<sup>nd</sup> year Arts in Education

*Submitted By*

PRIYASHREE PATRA

Roll No: UNEDN20008

Regd. No: 2001010520350045

*Guided By*

*Mrs. Mily Bhuyan,*



**U.N. (AUTO) COLLEGE OF SC. & TECH.  
PRACHI NANAPITHA, ADASPUR**

2020-23

# Imparting Holistic Values

Indian Council of Philosophical Research (ICPR),  
Ministry of Education, New Delhi sponsored  
the organization of the 32<sup>nd</sup> Annual Conference  
of All Orissa Philosophy Association (AOPA)







ANNUAL CONFERENCE OF ALL ORISSA DAIRY PRODUCERS' ASSOCIATION (ADPA), - 2020

ପୃଷ୍ଠା-୯  
୨୪ ଜାନୁଆରୀ ୨୦୨୦

୦1.23-24 January 2020 .

# ନିଖିଳ ଉତ୍କଳ ଦର୍ଶନ ପରିଷଦର ବାର୍ଷିକ ସମ୍ମିଳନୀ ଉଦ୍‌ଘାଟିତ

ଭଦ୍ରକ, ୨୩ ଜାନୁଆରୀ: ଭଦ୍ରକରୁ ଦୁଇ ଦିନ ଧରି ଆୟତ୍ତ ହେଉଥିବା ନିଖିଳ ଉତ୍କଳ ଦର୍ଶନ ପରିଷଦର ବାର୍ଷିକ ସମ୍ମିଳନୀ ଉଦ୍‌ଘାଟିତ ହୋଇଛି । ଏହି ଅବସରରେ ପରିଷଦର ପ୍ରାର୍ଥନା ଉପରେ ଆଧାର କରି ଉଦ୍‌ଘାଟନ କରାଯାଇଛି । ଏହି ଅବସରରେ ନିଖିଳ ଉତ୍କଳ ଦର୍ଶନ ପରିଷଦର ସଭାପତି ଶ୍ରୀ ରମେଶ୍ୱରୀ ଚନ୍ଦ୍ର ମହାପାତ୍ରଙ୍କ ସମ୍ପାଦନାରେ ଆୟତ୍ତ ହେଉଥିବା ବାର୍ଷିକ ସମ୍ମିଳନୀ ଉଦ୍‌ଘାଟିତ ହୋଇଛି । ଏହି ଅବସରରେ ପରିଷଦର ସଭାପତି ଶ୍ରୀ ରମେଶ୍ୱରୀ ଚନ୍ଦ୍ର ମହାପାତ୍ରଙ୍କ ସମ୍ପାଦନାରେ ଆୟତ୍ତ ହେଉଥିବା ବାର୍ଷିକ ସମ୍ମିଳନୀ ଉଦ୍‌ଘାଟିତ ହୋଇଛି ।



ଏହାପରେ ପରିଷଦର ସଭାପତି ଶ୍ରୀ ରମେଶ୍ୱରୀ ଚନ୍ଦ୍ର ମହାପାତ୍ରଙ୍କ ସମ୍ପାଦନାରେ ଆୟତ୍ତ ହେଉଥିବା ବାର୍ଷିକ ସମ୍ମିଳନୀ ଉଦ୍‌ଘାଟିତ ହୋଇଛି । ଏହି ଅବସରରେ ପରିଷଦର ସଭାପତି ଶ୍ରୀ ରମେଶ୍ୱରୀ ଚନ୍ଦ୍ର ମହାପାତ୍ରଙ୍କ ସମ୍ପାଦନାରେ ଆୟତ୍ତ ହେଉଥିବା ବାର୍ଷିକ ସମ୍ମିଳନୀ ଉଦ୍‌ଘାଟିତ ହୋଇଛି ।

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# ICPR Sponsored International Day of Yoga – 2023-2024







### Adaspur, Odisha, India

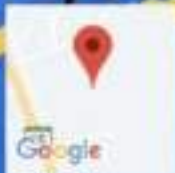
UN College, Adaspur, 6268+XMQ, SH 60, Adaspur,

Odisha 754011, India

Lat 20.21276°

Long 86.017221°

21/06/22 07:06 AM



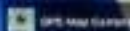
### Adaspur, Odisha, India

6269+87X, Adaspur, Odisha 754011, India

Lat 20.212762°

Long 86.017368°

21/06/22 08:36 AM







# Swachha Bharat Abhijan on 13.12.2022



# Mega Blood Donation Camp on 27.11.2022



# Blood Donation Camp 28.12.2022





**U.N. (Autonomous) College of Sc. & Tech, Adaspur, Cuttack**

**Event Report on Seminar/Webinar/Workshop any other event etc.**

Title of the Event	Study tour
Date	31.01.2023
Venue	SAHAYA, RED CROSS CENTER FOR SPECIAL CHILDREN, CUTTACK
Resource Person Details	Himansu Kumar Das, Subhasmita Sahoo
Organized By	PG DEPARTMENT OF CLINICAL PSYCHOLOGY
Department/Cell Name	PSYCHOLOGY
Faculty Coordinators	Dr. Lulumina Dash
Total Number of Participants	19

**Objectives:**

The clinical psychology student can be developed clinical experience and learn about the unique challenges and approaches in educating students with special needs on special education school.

### Highlights:

- Meet with school staff
- Observation of classroom activities
- Case study
- Interview with parents and caregivers.

### Photographs:



Signature of IQAC Coordinator





## U.N. (Autonomous) College of Sc. & Tech, Adaspur, Cuttack

### Event Report on Seminar/Webinar/Workshop any other event etc.

Title of the Event	Study tour
Date	10-01-24
Venue	Jibanyoti welfare Association for mentally and physically Handicapped, Dhenkanal.
Resource Person Details	Miss Padmaja Dash, Mr. Himansu kumar Deo
Organized By	PG DEPARTMENT OF CLINICAL PSYCHOLOGY
Department/Cell Name	PSYCHOLOGY
Faculty Coordinators	Dr. Lulumina Dash
Total Number of Participants	20
<b>Objectives:</b> <p>The clinical psychology student can be developed clinical experience and learn about the unique challenges and approaches in educating students with special needs on special education school. It will boost creative thinking and promotes independent learning and responsibility towards mentally and physically challenged children.</p>	

**Highlights:**

- Meet with school staff
- Observation of classroom activities
- Case study
- Interview with parents and caregivers.
- Had interactions with disabled children.

**Photographs:**



Signature of IQAC Coordinator



## U.N. (Autonomous) College of Sc. & Tech. Adaspur, Cuttack

### Event Report on Seminar/Webinar/Workshop any other event etc.

Title of the Event	Current trends, techniques and treatment strategies for anxiety, depression and stress management
Date	26.03.2022 & 27.03.2022
Venue	U.N. (Autonomous) College of Sc. & Tech, Adaspur, Cuttack
Resource Person Details	Prof. (Dr.) Samanta Puspak Kumar Jena, Prof. Applied Psychology University Of Delhi, New Delhi; Prof (Dr) Nilamadhab Rath, Honorary adviser on Mental Health, Govt. Of Odisha, Former Director, M.H.I, S.C.B Medical College & Hospital Cuttack. Dr. Narendranath Samantray, Asst. Prof. (Clinical Psychology), School Of Medical & Paramedical Depto. Mizoram University, Aizwal; Prof. (Dr) Shamita Mahapatra, Dept. Of Psychology, Ravenshaw University, Cuttack; Dr. Pragyan Paramita Priyadarshini Das, Assistant Professor, D. J.B (Auto) College, Bhubaneswar; Dr. Freedi Singh, Clinical Psychologist, Psychiatry Dept. Pt. J.N.M. Medical College, Raipur, Chhattisgarh; Prasanta Kumar Sethi , Clinic Psychologist, S.C.B Medical College & Hospital, Cuttack, Odisha; D. Bichitrananda Swaha, Associate Prof. & Head, P.G Dept. Of Applied Psychology, Sukanya Mahak, Clinical Psychologist, S.C.B Medical College & Hospital, Cuttack, Odisha.
Organized By	ICSSB
Department/Cell Name	Department of Psychology
Faculty Coordinators	Prof. (Dr) Lohumina Dash
Total Number of Participants	265

#### Objectives:

Anxiety, Depression and Stress are very common illness affecting people of all ages, genders, and different socio-economic groups all over the World. They contribute to significant disease burden at national and global levels. At the individual and family level, anxiety, depression and stress lead to poor quality of life, causing huge social and economic impact. The whole World is going through a very difficult time now days due to this pandemic.

It has an impact on all aspects of an individual's life affecting multiple areas of education, marriage, work and social life. These in turn lead to loss of productivity, increased health care costs and significant emotional suffering. Unlike most mental disorders, researchers still don't know what exactly causes this condition. The seminar program emphasizes evidence-based practice, educational innovation, practical application and peer to peer networking and collaboration, to provide a transformative professional experience. The main goal is to bring together community leaders, scientists and



policy makers to promote and enhance programmatic collaborations to more effectively address problems of Depression and anxiety and to overcome the barriers that limit access to care and services.

The souvenir cum abstract of the seminar proceedings containing research contributions of different psychologists and researchers in the related field will certainly enrich the knowledge of the participant delegates as well as student of different field of science. I express my deep sense of gratitude to the invited speaker of the National Seminar for their ungrudging support in bringing out this souvenir. My heartfelt thanks go to all the participant Delegates, Principals and staff members of my department for their continuous support for making the programme a successful one. Finally, would like to thank India's Council of Social Science Research on behalf of the Department for providing financial assistance to conduct this National level Seminar.

### Highlights:

- ✦ Deliberation by renowned resource persons from different parts of the country, followed by discussion and interactions with students and delegates.
- ✦ Paper and Poster presentation by students of different colleges/ universities.
- ✦ Cultural Programme by P.G. & U.G. students of the department.

### Photographs:





## U.N. (Autonomous) College of Sc. & Tech, Adaspur, Cuttack

### Event Report on Seminar/Webinar/Workshop any other event etc.

Title of the Event	WORLD MENTAL HEALTH DAY-2022
Date	10.10.2022
Venue	U.N. (Autonomous) College of Sc. & Tech, Adaspur, Cuttack
Resource Person Details	<b>DR. Pallabi Sahu, Assistant Professor, Department OF Psychiatry, S Medical College &amp; Hospital, Cuttack</b>
Organized By	Department of Psychology
Department/Cell Name	Department of Psychology
Faculty Coordinators	Prof. (Dr) Lulumina Dash, Mrs Diptimayee Tripathy, Miss Padmaj Da Mr. Himansu Kumar Deo, Mrs Subhasmita Sahoo, Mrs Priyanka Achar, Miss Itishree Basantia
Total Number of Participants	120

#### Objectives:

- ❖ To raise awareness about issues regarding mental health among students.
- ❖ To mobilize efforts in support of mental health.

### Highlights:

- ❖ A talk was delivered by Dr. pallabi sahu, Assistant professor, Dept. of psychiatry, SC medical college & hospital, cuttack in a seminar organized by the Department of Psychology on the topic, "Making mental health and wellbeing for all a global priority".
- ❖ "One act play" on the topic "obsessive compulsive Disorder" was performed by P.G & U students of our department.

### Photographs:





**U.N. (Autonomous) College of Sc. & Tech, Adaspur, Cuttack**

**Event Report on Seminar/Webinar/Workshop any other event etc.**

Title of the Event	WORLD MENTAL HEALTH DAY-2023
Date	10.10.2023
Venue	U.N. (Autonomous) College of Sc. & Tech, Adaspur, Cuttack
Resource Person Details	<b>Dr. Jayaprakash Rusell Raven( HOD, Assistant Professor, Department Psychiatry,KIMS, BBSR</b>
Organized By	Department of Psychology
Department/Cell Name	Department of Psychology
Faculty Coordinators	Prof. (Dr) Lulumina Dash, Mrs Diptimayee Tripathy, Miss Padmaj Das Mr. Himansu Kumar Deo, Mrs Subhasmita Sahoo, Mrs Priyanka Achary Miss Itishree Basantia
Total Number of Participants	120

**Objectives:**

- ❖ To raise awareness about issues regarding mental health among students.
- ❖ To mobilize efforts in support of mental health.

### Highlights:

- ❖ A talk was delivered by Dr. Jayaprakash Ruzell Raven , Assistant professor, Department Psychiatry,KIMS, BBSR in a seminar organized by the Department of Psychology on the topic "Teenage Crisis & Youth Despair"
- ❖ "One act play" on the topic "obsessive compulsive Disorder" was performed by P.G & U students of our department.

### Photographs:



Signature of IQAC Coordinator



# ICPR, New Delhi Sponsored A Two-Day State-level Seminar on the Relevance of Indian Ethics on Indian Philosophers' Day on 26-27 July 2022.



UDAYANATH AUTONOMOUS COLLEGE OF SCIENCE & TECHNOLOGY (UACST)  
ADASPUR, CUTTACK  
DEPARTMENT OF LOGIC & PHILOSOPHY  
*Cordially invites you*

BY  
INDIAN COUNCIL OF PHILOSOPHICAL RESEARCH (ICPR), NEW DELHI  
&  
INDIAN QUALITY ASSOCIATION (IQA), UACST  
*Sponsored*

*A Two-Day State Level Seminar to Commemorate*  
**INDIAN PHILOSOPHERS' DAY - 2022**  
Theme- Relevance of Indian Ethics  
Inaugural Session  
Time- 26 July 2022, Time 11:00 am, Venue- Gallery

**KEYNOTE SPEAKER**  
*Dr. Prafulla Kumar Mahapatra*  
*Formerly, Professor and Head, PG Department of Philosophy,*  
*Utkal University, Bhubaneswar*

**CHIEF GUEST**  
*Dr. Lambodar Prasad Singh*  
*Formerly, Professor and Head, PG Department of Physics,*  
*Utkal University, Bhubaneswar*

**GUEST OF HONOUR**  
*Dr. Braj Kishore Swain*  
*Formerly, Professor and Head, PG Department of Distance Studies,*  
*Jai Jagannath Sarda's University, Puri*

**CHAIRPERSON**  
*Dr. Sachindra Raul*  
*Professor Emeritus, PG Department of Philosophy and Critical Thinking,*  
*UAC (Aut) College of Sc. & Tech., Adaspur, Cuttack*

**PRINCIPAL**  
*Prof. Arun Kumar Nayak*  
*Reader and Head, Department of Chemistry*

**IQAC CO-ORDINATOR**  
*Dr. Krupavindhya Pradhan*  
*Head, Department of Economics*

**ORGANIZING SECRETARY**  
*Bijaya Kumar Nayak*  
*Head, Department of Logic & Philosophy*



# ଉତ୍ତରୀୟ ମହାବିଦ୍ୟାଳୟରେ ରାଜ୍ୟସ୍ତରୀୟ ଆଲୋଚନାଚକ୍ର ଉଦ୍‌ଘାଟିତ

କୋରାପୁଟ, ୨୮.୭ (ନି.ପ୍ର) : ଅନୁଷ୍ଠାନଗତ ଉତ୍ତରୀୟ ସଙ୍ଘାସିତ ବିଜ୍ଞାନ ଓ ବୈଜ୍ଞାନିକ ମହାବିଦ୍ୟାଳୟର ଚର୍ଚ୍ଚା ଓ ଦର୍ଶନ ବିଭାଗ ପକ୍ଷରୁ ଭାରତୀୟ ଦାକ୍ଷିଣ୍ୟ



ଅନୁଷ୍ଠାନ ପରିଷଦ, ନୂଆଦିଲ୍ଲୀ ଆନୁକୁରଣରେ ଭାରତୀୟ ନୀତି-ଶାସ୍ତ୍ର ପ୍ରାସଙ୍ଗିକତା ଶାଖା- ଉତ୍ତରୀୟ ଦୁଇଦିନିଆ ଆଲୋଚନାଚକ୍ର ଉଦ୍‌ଘାଟିତ ହୋଇଛି । ଏହି ଅବସରରେ ପ୍ରତ୍ୟେକ ମୋଡିନା ମହାବିଦ୍ୟାଳୟ ଆଧିକାରୀଙ୍କ ଅନୁଷ୍ଠିତ ଭାଗରେ ମୁଖ୍ୟଅତିଥି ଭାବେ କୋରାପୁଟ ବିଶ୍ୱବିଦ୍ୟାଳୟର ପ୍ରଫେସର ଡ. ରାମଚନ୍ଦ୍ର ମାଝା, ମୁଖ୍ୟବକ୍ତା ଭାବେ ଉତ୍ତର ବିଶ୍ୱବିଦ୍ୟାଳୟର ପ୍ରଫେସର ଡ. ବ୍ରହ୍ମନାଥ ଶତପଥୀ ଯୋଗଦେଇ ଭାରତୀୟ ନୀତି-ଶାସ୍ତ୍ର ନୀତିରେ ଆଲୋଚନା କରିଥିଲେ । ଭାରତୀୟ ନୀତି-ଶାସ୍ତ୍ର ପ୍ରାସଙ୍ଗିକତା ଦେବତା ଦାକ୍ଷିଣ୍ୟ ଅନୁଷ୍ଠାନ ଦ୍ୱାରା ସହଜରେ ପ୍ରସାରିତ ହୋଇ ଅଭିଭୂତ ହେଉଛି । ଆଲୋଚନା ଚକ୍ରରେ ସର୍ବମୋଟ ୧୮ଟି ନିବନ୍ଧ ପାଠ କରାଯାଇଥିବା ବେଳେ ଅଭିଭୂତଙ୍କୁ ଉପଯୋଗ ଅଧାର ଦିବ୍ୟ କୁମାର ନାୟକ ପାଠ କରାଯାଇଥିବା ବେଳେ ନୀତି ଓ ଉପସାଧାରଣ ବିବରଣୀ ଦେଖିଲେ । ପ୍ରତ୍ୟେକ ଶେଷ ଚକ୍ର ପାଠିକ୍ରଣ, ଡ. ନରାୟଣ ମହାନ୍ତି, ଡ. ଦେବ କୁମାର ଦାଶ, ପ୍ରତ୍ୟେକ ସମ୍ମୋଚନାକ୍ରମରେ, ମୁକ୍ତ ପରିଷଦ, ଅଭିଭୂତା ଦାକ୍ଷିଣ୍ୟ, ଡ. ସମୀର ଦାସ, ଦେବଦାସ ରାଜୁ, ସୁନିତା ପରିଷଦ, ଅନୁଷ୍ଠାନ ଗଣତ ଓ ଅଧିକାରୀ ଦାକ୍ଷିଣ୍ୟ ଦାସ ପଞ୍ଚମ ଶେଷଦିନ ନିବନ୍ଧ ପାଠ କରିଥିଲେ ।







# ICPR Sponsored UNC Philosophy Study Circle 2022-23



**A Report on**  
**Exchange Activities (MOU) with S.B. Women's Auto. College, Cuttack, P.N. Auto.**  
**College, Khordha, Salipur Auto. College, Cuttack**  
**and**  
**Department of Logic and Philosophy**  
**UN (Auto.) College of Science and Technology, Adaspur, Cuttack**

At the outset the MOU Activities of the Philosophy Department of aforesaid four Institutions were inaugurated by our beloved Principal, Prof. Arun Kumar Swain, Chief Guest, Prof. Mohin Mohammad, Chief Speaker, Dr. Sachindra Raul, and the Guest of Honor, Dr. Nandini Mishra by watering a plant with the enchanting of Vedic Hymns by Dr. Mausumi Mahanta at 11:00 AM on 19<sup>th</sup> August 2023 in the College Gallery. Mr. Bijaya Kumar Nayak, HOD, Philosophy and Coordinator of the Activities introduced the Dignitaries on the Dais and spoke the aims and objectives of such MOU Activities and welcomed all the students and staff of the Department of Philosophy of four institutions and staff of the College to the Activities. Dr. Krupastambh Pradhan, Coordinator, IQAC proposed a Vote of Thanks.

Dr. Durgamashab Praharaj delivered a talk on "Conflicting Ontology: Theory and Practice". The seminar session was presided over by Dr. Sachindra Raul and Prof. Mohin Mohammad was the discussant. The questionnaire session was good and fine. Mrs. Charulata Das coordinated the seminar. After lunch session Philo-Quiz program started 30 students participated in the program. It was conducted by Faculty members Miss. Jyotirmayee Routray and Miss. Bijayprava Swain. Song and Dance programs were conducted by the faculty members of S.B. Women's Auto. College, Salipur Auto. College, and P.N. Auto. College. A photo session was organized by all students to commemorate the day.

In the valedictory session prizes and certificates were distributed to the winners by the HOD, Philosophy, Salipur Auto. College, and U.N. Auto. College of Sci. & Tech. Adaspur, Cuttack. The students and staff of different Colleges responded the program with all enthusiasm and interest. Their feed-backs inspire us to organize such more activities in course of time.







# A Collaborative Awareness Program organized by the Departments of Philosophy and Sociology on 06.11.2022





Celebrating 75 Years of Independence (Azadi Ka Amrit Mahotsav) with ABRSM on 15.08.2022.

Chief Guest: Dr. Narayan Mohanty, Chief Speaker: Mr. Deepak Mahant, Guest of Honor: Dr. Bapitra Kumar Rath  
Secretary, ABRSM, Odisha Branch.







**Faculty Development Program** organised on  
“Computer Literacy” from 29.04.2022 to  
02.05.2022



# World Social Work Day.



# World Geography Day on 27.01.2023











# World Aids Day





# Constitution Day



GPS Map Camera



Adaspur, Odisha, India

6277+3Q5, Adaspur, Odisha 754011,  
India

Lat 20.212538°

Long 86.014539°

26/11/22 02:06 PM GMT +05:30

# Communal Harmony Awareness Week



# National Education Day



# National Voters Day





# ୟୁଏନ୍ ଜଲେଜ୍ ପରିସରରେ ବୃକ୍ଷରୋପଣ



କଟକ, ୮/୬ (ଇମିପ): ବିଶ୍ୱ ପରିବେଶ ଦିବସ ଅବସରରେ ୟୁଏନ୍ ଜଲେଜ୍ ଅଧ୍ୟକ୍ଷ ପ୍ରଫେସର୍ ଅରୁଣା ସ୍ୱାଇଁଙ୍କ ଦ୍ୱାରା କଲେଜ୍ ପରିସରରେ ବୃକ୍ଷରୋପଣ କାର୍ଯ୍ୟକ୍ରମ ଅନୁଷ୍ଠିତ ହୋଇଯାଇଛି । ଏହି ଅବସରରେ ଅଧ୍ୟକ୍ଷ ଶ୍ରୀ ସ୍ୱାଇଁ, ପରିବେଶ ଦୂରକ୍ଷା ଡାପରେ ବକ୍ତବ୍ୟ ରଖିଥିଲେ । ଏହାପରେ ବରିଷ୍ଠ ଅଧ୍ୟାପିକା ଚାରୁଲତା ଦାସଙ୍କ ନେତୃତ୍ୱରେ ବୃକ୍ଷ ରୋପଣ କାର୍ଯ୍ୟକ୍ରମ ଆୟୋଜନ କରାଯାଇ ବୃକ୍ଷର ଉପକାରିତା ସମ୍ପର୍କରେ ଆଲୋଚନା ହୋଇଥିଲା । ସୋମନାଥ ମହାରଣା, ସାଗର ଜେନା, ସମୁନା ସାହୁ, ଜାଦଫୁନୀ ସାହୁ, ଶୁଭସ୍ମିତା ସାହୁ, ମଧୁସ୍ମିତା ରାଉତ ପ୍ରମୁଖ ସହାୟତା କରିଥିଲେ ।

# Exhibition





## REMARKABLE ACHIEVEMENTS OF P.G. DEPARTMENT OF BOTANY

### 1. Study tour to Berbera reserve Forest, Eastern ghat region on 10.04.2021.

The faculty members and students went for a study trip to Berbera forest which is rich in biodiversity to explore plant identification and to learn about plant species.



### 2. Floral diversity study programme of the U.N. (Auto.) College of Sc. & Tech. Campus on 18.03.2022 & 27.03.2022 for Green Audit.

P.G. 2<sup>nd</sup> year students studied the floral diversity of UNC accompanied by experts from Regional Plant Resource Centre for Green Audit



3.

### 4. Exposure visit to Regional Plant Resource Center (RPRC), Bhubaneswar on 08.04.2022.





5. Organization of Two days DST Sponsored 45<sup>th</sup> Annual Conference of Orissa Botanical Society & National Seminar on "Biotechnological Approaches for Mitigating Climate Change" at U.N. (Auto.) College of Sc. & Tech. Campus on 10.12.2022 & 11.12.2022.



6. Establishment of Plant Tissue Culture Laboratory on 2023 and development of  
GCV, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100



7. Participation of Teacher & Students in National Seminar on “The Current Trends in Plant Sciences” organized by Kendrapara Autonomous College, Kendrapara on 25.02.2023 & 26.02.2023.



**8. Study Tour to Bhitarkanika National Park, Kendrapara on 17.05.2023.**



**9. Organization of workshop on “Plasmid DNA extraction & SDS-PAGE” in collaboration with Regional Institute of Biotechnology, Bhubaneswar on 11.11.2023.**



**10. Observation of National Pollution Control Day & One day Seminar along with a Quiz Competition in collaboration with Odisha Bigyan Academy on 02.12.2023.**



11. P. G Department of Botany participated in Science Exhibition on 12.12.2023.



12. Participation of Teacher & Students in 46<sup>th</sup> Annual Conference of Orissa Botanical Society & National Seminar on “Medicinal & Aromatic Plants; Traditional Knowledge & Current Research” organized by Dhenkanal Autonomous College, Dhenkanal on 17.12.2023 & 18.12.2023.



**13. Preparation & Presentation of Environment Audit Report of U.N. (Auto.)  
College of Sc. & Tech. Campus 2018-  
2023 on 27.12.2023.**



**14. Study tour to M.S. Swaminathan Research Foundation, Jeypore, Koraput on**



**25.02.2024.**



**15. Exposure visit to Central University of Odisha, Koraput on 28.02.2024.**



**16. Participation of Teacher & Students in National Seminar on “Recent Advances in Plant Science for sustainable development” organized by Utkal University, Bhubaneswar on 30.03.2024.**



**17. Faculty exchange programme of MOU between U.N. Autonomous College of Science and Technology, Adaspur and Government Autonomous College of Rourkela**



## GUEST SEMINARS AND

## WEBINARS







# Blood Donation Camp



# Foundation Day



# Academic Performance Audit Orientation Program



# Student Council Meeting





11. Technical drawing - 10% to 15% of total marks in exam for 10 marks
12. Drawing practice - practice of drawing machine and manual
13. Auto drawing software - 10% to 15% of total marks in exam
14. Auto drawing software - 10% to 15% of total marks in exam
15. Auto drawing software - 10% to 15% of total marks in exam
16. Auto drawing software - 10% to 15% of total marks in exam
17. Auto drawing software - 10% to 15% of total marks in exam
18. Auto drawing software - 10% to 15% of total marks in exam
19. Auto drawing software - 10% to 15% of total marks in exam
20. Auto drawing software - 10% to 15% of total marks in exam

- Auto drawing software
1. Auto drawing software - 10% to 15% of total marks in exam
  2. Auto drawing software - 10% to 15% of total marks in exam
  3. Auto drawing software - 10% to 15% of total marks in exam
  4. Auto drawing software - 10% to 15% of total marks in exam
  5. Auto drawing software - 10% to 15% of total marks in exam
  6. Auto drawing software - 10% to 15% of total marks in exam
  7. Auto drawing software - 10% to 15% of total marks in exam
  8. Auto drawing software - 10% to 15% of total marks in exam
  9. Auto drawing software - 10% to 15% of total marks in exam
  10. Auto drawing software - 10% to 15% of total marks in exam

Defining the scope of the course in Auto drawing software

10% to 15% of total marks

10/10/10 of course in Auto drawing software

- Auto drawing software
1. Auto drawing software - 10% to 15% of total marks in exam
  2. Auto drawing software - 10% to 15% of total marks in exam
  3. Auto drawing software - 10% to 15% of total marks in exam
  4. Auto drawing software - 10% to 15% of total marks in exam
  5. Auto drawing software - 10% to 15% of total marks in exam
  6. Auto drawing software - 10% to 15% of total marks in exam
  7. Auto drawing software - 10% to 15% of total marks in exam
  8. Auto drawing software - 10% to 15% of total marks in exam
  9. Auto drawing software - 10% to 15% of total marks in exam
  10. Auto drawing software - 10% to 15% of total marks in exam
- Contd.

- 16: — Teachers are advised to give proper attention while waiting.
- 16: — Provision of reading table and facility of dining hall to students in ladies hostel will be provided very soon.
- 17: — waiting place in hostel is to be constructed soon.
- 18: — officer in charge construction is informed to take necessary steps for repairing of C-29, 30 & 31 rooms.
- Handwritten signature*

56

OFFICE OF THE PRINCIPAL  
 U.N. (AUTO.) COLLEGE OF SC. & TECH, ADASPUR, CUTTACK-754011

Notice No. 16 / Date: 01.11.2022

The following staff members are requested to remain present in Student Council to be held on 03.11.2022 in the Gallery at 12.10 P.M.

*Handwritten signature* 01/11/22  
 Prof. Arun Kumar Sanki, Convener

*Handwritten signature* 01/11/22  
 Principal  
 U.N. (AUTO.) COLLEGE OF SC. & TECH  
 ADASPUR, CUTTACK

Members of the Staff Council:

1. Prof. Susanta Kumar Mohanty, Administrative Bursar
2. Dr. Lokenara Dash, Advisor
3. Prof. Bijaya Kumar Nayak, Advisor (Hostel Supdt.)
4. Lt. Chinastree Indrasingh, Advisor (Girls' NCC)
5. Mr. Jaenathar Sahoo, Advisor
6. Dr. Nanda Kishore Sahoo, Advisor
7. Mrs. Maly Bhuyan, Advisor
8. Mrs. Namita Mohapatra, Advisor (Rovers & Ranger)
9. Mr. Anendra Kumar Dalai, Advisor (Deputy Controller)
10. Dr. Priyabrata Mohanty, Advisor (Hostel Supdt.)
11. Mrs. Suchitra Kanungo, Advisor (Hostel Supdt.)
12. Mrs. Nirupama Mishra, Advisor (Hostel Supdt.)
13. Mr. Arjuna Raut, Advisor (Boys' NCC)
14. Mr. Mahendra Ku Mohapatra, Advisor (NSS)
15. Mrs. Sarita Parida, Advisor
16. Mrs. Rashmita Jena, Advisor
17. Mrs. Anitabala Patra, Advisor (YMC)
18. Mrs. Binwakesita Mohanty, Advisor (Hostel Supdt.)
19. Aradhya KU Pradhan, #BT



# Alumni Meet











# Inter-College Athletics Meet



# ICT Infrastructure Facilities







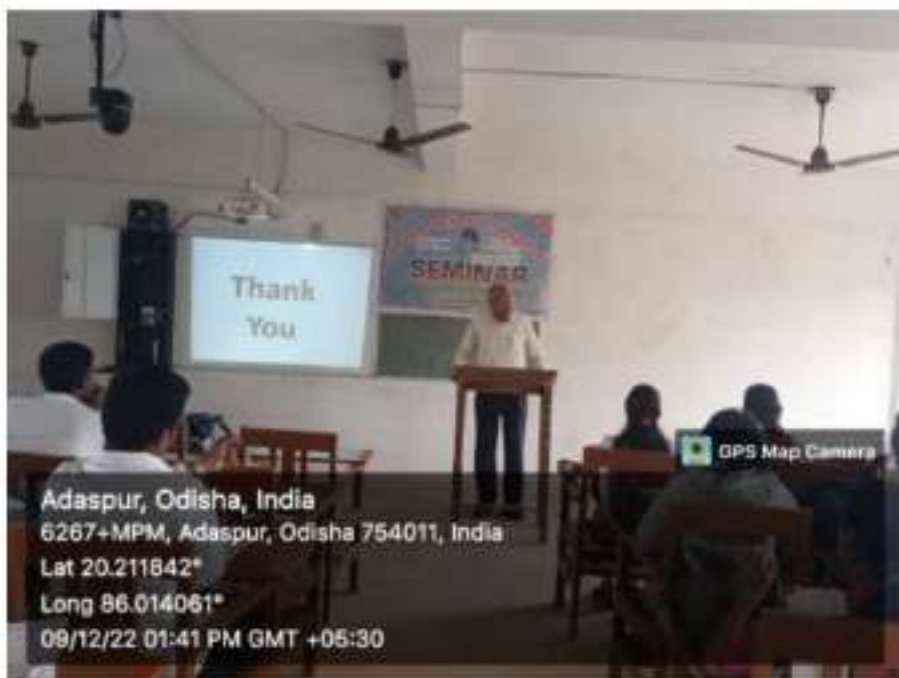
Adaspur, Odisha, India

6277+3Q5, Adaspur, Odisha 754011, India

Lat 20.212771°

Long 86.014334°

24/02/23 12:59 PM GMT +05:30











GPS Map Camera

Adaspur, Odisha, India

6267+JXW, Adaspur, Odisha 754011, India

Lat 20.211704°

Long 86.014843°

25/02/23 11:46 AM GMT +05:30

Google

# Institutional Perspective Plan

2018-23

**ODISHA HIGHER EDUCATION PROJECT FOR EXCELLENCE & EQUITY**

**TEMPLATE FOR  
INSTITUTIONAL DEVELOPMENT PLAN (IDP)**



**UDAYANATH AUTONOMOUS COLLEGE OF SCIENCE & TECHNOLOGY,  
ADASPUR, CUTTACK, ODISHA – 754011, PHONE – 0671-2805409, FAX – 0671-2805409**

WEBSITE : [www.udyanathcollege.org.in](http://www.udyanathcollege.org.in), email : [uncprincipal.2006@yahoo.com](mailto:uncprincipal.2006@yahoo.com)

**HIGHER EDUCATION DEPARTMENT  
GOVT. OF ODISHA**

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## General Instructions

- I. Objectives of the IDP:
  - i. Clearly define the mission of the institution.
  - ii. In light of the mission, carry out a needs assessment based on wide consultations to identify the goals, priorities and commitments of the institution.
  - iii. Quantify the institution's goals using indicators and time-bound targets.
  - iv. Based on goals and priorities— identify capacity (human and financial) and organizational gaps and steps to bridge these gaps.
  - v. Develop annual activity plans which result, sequentially, in achieving the institution's goals. These activity plans will also serve as a tool for monitoring the implementation of the IDP.
- II. The IDP will be prepared for a period of five years, and contain a description of measures for sustainably beyond this period.
- III. The IDP will be a living document, evolving as the strategic planning capacity of the institution increases. The indicators and targets, however, will be agreed in an MOU between the Department of Higher Education and the institution. These can only be amended with the Department of Higher Education's consent.
- IV. The section titled 'Baseline Data' specifies the sources of data to be used for each table. Data on any variable contained in these tables shall be drawn from the same source when it appears in any other part of the IDP.
- V. IDP Development Steps:
  - i. Identify the Coordinator in charge of developing the IDP and assign responsibilities to other staff.
  - ii. Carry out **SWOC analysis** and needs assessment, documenting the consultations held and the conclusions and recommendations reached.

- iii. Based on the needs assessment, identify the goals, priorities and commitments of the institution.
  - iv. Draft an initial version of the IDP including indicators and time-bound targets.
  - v. Share the initial draft of the IDP for consultations with all stakeholders.
  - vi. Finalize the IDP, based on the comments received.
  - vii. Identify the activities required to achieve the goals stated in the IDP and incorporate them into annual activity plans.
- VI. IDP implementation grants will be awarded based on a competitive selection process carried out by a committee appointed by the Department of Higher Education. Approved IDPs will be published on the institution's website.
- VII. The institution will be responsible for reporting to the Department of Higher Education on IDP implementation and progress against targets, based on timelines and formats prescribed by the Department and contained in the MOU.

## Vision and Mission

Describe the institution's vision for its future— the institution's expectations for its future self, embodying where the institution wants to be.

To spread the light of knowledge through academic skills, social skills, co-curricular activities and an aesthetic sense in the student.

Describe the overall mission and purpose of the institution.

To upgrade this centre of learning into centre of Excellence and Rural University.



## 1. INSTITUTIONAL BASIC INFORMATION

### 1.1 Institutional Identity:

**A. Name of the Institution:** UDAYANATH AUTONOMOUS COLLEGE  
OF SCIENCE & TECHNOLOGY, ADASPUR,  
CUTTACK.

- Is the Institution approved by regulatory body?: Yes
- If yes, Furnish approval no. : HE-FE-VI-POI-0747/2013/29827,  
DT. 30.11.2013

**B. Type of Institution:** Autonomous

**C. Status of Institution:** Autonomous Institute as declared by  
University

**D. Category:** Co-education

**E. Location:** Rural

**F. Name of Head of Institution and Project Nodal Officers**

Head and Nodal Officer	Name & Phone Number	Mobile Number	Fax Number	E-mail Address
Head of the Institution (Full time appointee)	Prof. Daityan Singh	9439693465	0671-2805409	uncprincipal.2008@yahoo.com
• IDP Institutional Coordinator	Dr. Krupasindhu Pradhan	9437041904		<a href="mailto:eko.krupa@gmail.com">eko.krupa@gmail.com</a>
• IDP Institutional Associate Coordinator	Mrs Sujata Mishra	9178202627		chinubabu19574@gmail.com

Nodal Officers for:			
Academic Activities	Prof. Lingaraj Mohra	9777314962	
Civil Works including Environment Management Procurement	Er. Hrushi Kesh Sahoo	9437777721	
Financial aspects	Arun Kumar Nayak	9861228128	
Equity Assurance Plan Implementation	Arun Kumar Nayak	9861228128	

## 1.2 Academic Information :{ 2016-17}

Sl. No.	Title of programs	Level(UG, Diploma, PG, PhD)	Duration (Years)	Year of starting	Sanctioned annual intake	Total student strength
1	B.A.(Hons) B.Sc. (Hons) B.Com. (Hons) BBA, BCA, B.Sc.ITM	UG	3	1991	B.A. – 412 B.Sc. – 961 B.Com – 282 BBA – 30 BCA-30 B.Sc. ITM - 30	B.A. – 339 B.Sc. – 551 B.Com – 245 BBA – 22 BCA-30 B.Sc. ITM - 30
2	Odia, Philosophy, English, History, Commerce, MFC, MSW, Physics, Computer Science	PG	2	2009	Odia- 32 Philosophy –16 English –16 History –16 Commerce –32 MFC –32 MSW-16 Physics-16 Computer Sc-32	Odia- 31 Philosophy –14 English –16 History –16 Commerce –30 MFC –22 MSW-16 Physics-16 Computer Sc-32
3	B.Lib.	Diploma	1	2009	B.Lib. – 94	B.Lib-20

### 1.3 Establishment Details:

Sl. No.	Establishment Details	
1	Year of establishment	1991
2	Name of University to which Affiliated	Utkal University
3	Name of other Universities to which Affiliated	x
4	The statutory body through which recognised	Governing Body
5	Year of Affiliation with University and Nature of Affiliation	1991 permanent

### 1.4 Accreditation Details:

#### 1.4.1 NAAC accreditation and UGC autonomy

	Date of Application (LOI & SSR submitted)	Date on which accreditation was received	Grade	Valid till
1 <sup>st</sup> Cycle		02.02.2006	B+	2011
2 <sup>nd</sup> Cycle		10.12.2014	B	2019
3 <sup>rd</sup> Cycle				

Date of submission of the Annual Quality Assurance Report for the current year: 7.7.2016. Has the college been granted UGC autonomy? Yes. If yes, by order number \_\_\_\_\_, dated 2009.

### 1.5 Faculty Status (Regular/On-Contract Faculty as on March 31st, 2016)

Faculty Rank	No. of Sanctioned Regular Posts	Present Status : Number in Position by Highest Qualification												Total Number of regular faculty in Position	Total Vacancies	Total Number of contract faculty
		Doctoral Degree				Master's Degree				Bachelor Degree						
		Sc./Arts/Com Disciplines		Other Disciplines		Sc./Arts/Com Disciplines		Other Disciplines		Sc./Arts/Com Disciplines		Other Disciplines				
		R	C	R	C	R	C	R	C	R	C	R	C			
Professor																
Associate Professor																
Asst. Prof	135	15	0	3	0	59	0	18	0	0	0	0	0	135	Nil	

(Prof = Professor, Asse Prof = Associate Professor, Asst Prof = Assistant Professor, R=Regular, C=Contract)

### 1.6 Course and Examination Details:

#### 1.6.1 Courses Offered

Sl. No.	Parameters	Programme Wise					
		UG	Diploma	PG	MPhil	PhD	Total
1	Type of Courses (Traditional/Semester/CBCS)	B.A./H B.Sc. /H B.Com. /D BBA BBA B.Sc. /TM	B.A.D.	Odls English History Philosophy BMC BBA M.Com. Physics Computer Sc.			26
2	Examination Pattern (Annual/Semester/CBCS)	Semester (CBCS)	Semester	Semester (BCS)			

## 1.6.2 Examination Results

(a) Examination results for [Previous Academic Year] (Undergraduate)											
		SC		ST		Other Reserved Categories		General		Total	
		M	F	M	F	M	F	M	F	M	F
1 <sup>st</sup> year	Appeared	188	100	8	0	5	0	480	504	581	601
	1 <sup>st</sup> division	100	53	4	0	2	0	280	347	386	401
	(53%)	(52%)	(50%)		(40%)		(73%)	(67%)	(66%)		
	2 <sup>nd</sup> Division	60	35	3	0	2	0	80	133	145	168
	(32%)	(35%)	(38%)		(40%)		(20%)	(25%)	(24%)		
3 <sup>rd</sup> / Pass	20	20		0	1	0	20	15	41	25	
(11%)	(20%)			(20%)		(5%)	(29%)	(70%)			
% failed	8	2	1	0	3	0	8	8	16	7	
(4.25%)	(2%)	(12.5%)						(2%)	(9.015%)	(3.32 %)	
2 <sup>nd</sup> year	Appeared	260	350			40	50	240	300	509	700
	1 <sup>st</sup> division	120	200					100	200	220	400
	2 <sup>nd</sup> Division	120	100			30	20	80	80	210	300
	3 <sup>rd</sup> / Pass	20	40			30	30	0	10	50	80
	% failed	9	10					20	10	29	20
(3.44%)	(2.85%)						(8%)	(2.81%)	(5.68%)	(2.85 %)	
3 <sup>rd</sup> year	Appeared	120	145	6	0	4	6	280	295	410	449
	1 <sup>st</sup> division	60	70	3	0	1	0	90	130	154	200
	(50%)	(48%)	(50%)		(25%)		(32%)	(44%)	(38%)		(45% )
	2 <sup>nd</sup> Division	50	60	1	0	0	0	100	120	151	180
	(42%)	(41%)	(17%)				(36%)	(41%)	(32%)		(40% )
3 <sup>rd</sup> / Pass	4	12	1	0	2	4	80	20	87	36	
(3%)	(8%)	(17%)		(50%)	(66%)	(29%)	(7%)	(21%)		(8%)	
% failed	6	3	1	0	1	2	10	25	18	11	
(5%)	(4.13%)	(16.66%)		(25%)	(33.33 %)	(35%)	(8.47%)	(8.47%)		(4.89% )	

(a) Examination results for [Previous Academic Year] (Postgraduate)

		SC		ST		Other Reserved Categories		General		Total	
		M	F	M	F	M	F	M	F	M	F
1 <sup>st</sup> year	Appeared	20	24	0	0	4	10	60	51	84	85
	1 <sup>st</sup> division	10	21	0	0	3	5	26	16	39	42
	2 <sup>nd</sup> Division	6	3	0	0	0	2	32	35	38	40
	3 <sup>rd</sup> Division	0	0	0	0	0	0	0	0	0	0
	% failed	4	1	0	0	1	1	3	1	7	3
2 <sup>nd</sup> year	Appeared	17	20	0	0	0	0	50	60	67	80
	1 <sup>st</sup> division	15	20	0	0	0	0	40	55	55	75
	2 <sup>nd</sup> Division	2	0	0	0	0	0	10	5	12	5
	3 <sup>rd</sup> Division	0	0	0	0	0	0	0	0	0	0
	% failed	0	0	0	0	0	0	0	0	0	0

## 1.7 Students' Profile

### 1.7.1 Enrolment (During 2016-17)

Sl No.	Student Details	UG	UG	UG	PG	PG	Others, yr-wise	Total
		1 <sup>st</sup> yr	2 <sup>nd</sup> yr	3 <sup>rd</sup> yr	1 <sup>st</sup> yr	2 <sup>nd</sup> yr		
1	No. of students in all programs	1228	1290	1219	195	173	20	4125
2	No. of women students in all programs	638	556	580	117	88	15	2014
3	No. of SC students in all programs	148	184	94	16	16	1	459
4	No. of ST students in all programs	11	9	8	0	0	0	28
5	No. of Physically Challenged (PC) students in all programs	0	6	3	0	0	0	9

### 1.7.1(a) Dropout (2016-17) (Excluding inter-college transfers, jobs etc.)

Sl No.	Student Details	UG	UG	UG	PG	PG	Others, yr-wise	Total
		1 <sup>st</sup> yr	2 <sup>nd</sup> yr	3 <sup>rd</sup> yr	1 <sup>st</sup> yr	2 <sup>nd</sup> yr		
1	No. of students dropped out in all programs	34	26	04	3	4	0	71
2	No. of women students dropped out in all programs	16	10	2				28
3	No. of SC students dropped out in all programs	3	5	1				9
4	No. of ST students dropped out in all programs							
5	No. of Physically Challenged (PC) students dropped out in all programs							

### 1.7.2 Fellowship/ Scholarship / Fee subsidy

1	No. of students receiving govt. fellowships and other resources in general category	0						
2	No. of women students receiving govt. fellowships and other resources							
3	No. of students receiving govt. fellowships and other resources in SC category	96	69	70	10	7	0	252
4	No. of students receiving govt. fellowships and other resources in ST category	5	2	0	0	0	0	7
5	No. of students receiving govt. fellowships and other resources in PC category	0	6	3	0	0	0	9

### 1.7.3 Educational Loan

1.	No. of students availing educational loans in general category	0						
2.	No. of women students availing educational loans	0						
3.	No. of students availing educational loans in SC category	0						
4.	No. of students availing educational loans in ST category	0						
5.	Students availing educational loans in PC category	0						



### 1.7.4 Placement

1.	% of UG students placed through campus interviews in the year 2015-16	1						
2.	% of PG students placed through campus interviews in the year 2015-16	1.5						

### 1.7.5 Other Activities

1	What are the different social outreach programme students are involved with (NSS, NCC, YRC, etc.)  No. of students involved in each programme:	NCC-70	50	48	0	0		160	
		NSS-80	40	40	0	0		160	
		YRC-40	20	38	10	5		105	
		RR-30	20	30	7	8		92	
2	How many women students of the institution participate in self-defence programme offered by the college?	400	600	500	300	400		2200	
3	No. of students participated in the programmes:  a) Swachha Bharat Auliy b) Blood Donation c) Body Donation, d) Any other, Please specify								
			20	10	30	5	5	0	70
			80	40	30	50	10	0	210
			0	0	0	0	0	0	0
		50	30	30	8	7	0	125	

## 1.8. Facilities (Lab/Library/Hostel)

### A. Laboratory

Sl. No.	Parameters	Programme Wise					Total
		UG	Diploma	PG	MPhil	PhD	
1	Does the institute have computer laboratory? If yes specify the no. of computers.	YES 48		YES 22			70
2	Number of fully functional P-5 and above level computers available for students in the year 2015-16	48		22			70
3	<p>a) Does the institute have laboratories for each class of UG and PG courses? If yes, 1. specify subject-wise student capacity of the lab</p> <p>2. number of subject-wise students enrolled</p> <p>b) Do the laboratories have sufficient equipments available for students?</p>	YES Phy-16 Che-16 Bot-16 Zol-16 Csc-16  Phy-140 Chem-140 Bot-96 Zol-96 Math-90 Edn-32 Psy-32 Lib-16		YES Phy-16 CSC-16  Phy-16 Comp. Sc - 30			
		NO		NO			

## B. Library

Sl. No.	Parameters	Programme Wise					
		UG	Diploma	PG	MPhil	PhD	Total
1	Is the library system computerized?(Yes/No)	Yes		Yes			
2	Total number of text books and reference books available in library for students in the year 2015-16	30505		850			31355
3	Total number of reference books available in library for students in the year 2015-16	17500		2500			20000
4	Total number of e-books available in library for students in the year 2015-16	20 lakh		10 lakh			30 lakh
5	Total number of journals and e-journals available in library for students in the year 2015-16	21 4500		4 1500			
6	Total number of audio books, CD & Videos available in library for students in the year 2015-16	480		23			503
7	a) Is the library accessible differently able students? b) If yes, describe the facilities, provided;	No		No			

### C. Hostels (boys)

Sl. No.	Parameters	Programme Wise					Total
		UG	Diploma	PG	MPhil	PhD	
1	Does the college/institute have Student Hostel(Yes/No)	Yes		Yes			
2	If Yes, Number of Hostels	3				3	
3	Intake Capacity	395		12		407	
4	Present students strength	395		12		407 *	
5	No. of ST students among sl.no 4 above						
6	No. of SC students among sl.no 4 above	87		3		90	
7	No. of differently abled students among sl.no 4 above						
8	Facilities(Common room, Food, Games & Sports, Reading room etc.	Food		Food			
9	Hostel accommodation fees per month	520		520			
10	Hostel mess fees per month	1500		1500			
11	Mess management ( fully by students/fully by college admin/ both)	Both		Both			
12	Are the hostels accessible to differently able students?	No		No			

\* PG students are staying in UG Hostel.

### C. Hostels (Girls)

Sl. No	Parameters	Programme Wise					Total
		UG	Diploma	PG	MPhil	PhD	
1	Does the college/institute have Student Hostel(Yes/No)						
2	If Yes, Number of Hostels	1		1*			2
3	Intake Capacity	500		100			600
4	Present students strength	500		100			600
5	No. of ST students among sl.no 4 above						
6	No. of SC students among sl.no 4 above	101		20		121	
7	No. of differently able students among sl.no 4 above						
8	Facilities(Common room, Food, Games & Sports, Reading room etc.	Food		Food			
9	Hostel accommodation fees per month	520		520			
10	Hostel mess fees per month	1500		1500			
11	Mess management ( fully by students/fully by college admin/ both)	Both		Both			
12	Are the hostels accessible to differently able students?	No		No			

\* PG Hostel includes boarders from PG and self financing courses.

## 1.9 Research and Development

### 1.9.1 Research Projects (Since 2012)

Sl. No.	Research Projects	Funding Agency	Amounts	Completed since 2012	ongoing	Sanctioned	Submitted
1	No. of Major Research Initiatives						
2	No. of Minor Research Initiatives	UGC/8	10,40,000	3	5	8	3
3	Interdisciplinary Projects						
4	Industry Sponsored						
5	Projects sponsored by University and College						
6	Student Research Projects						
7	Any other, specify						
8	Total						

### 1.9.2 Patent (Since 2012)

Sl No.	Details	Type of Patent		
		National	International	Commercial
1	Number of patents obtained since 2012	NIL	NIL	NIL
2	Number of patents filed since 2012	NIL	NIL	NIL

### 1.9.3 Innovation/Incubation

Sl No.	Details	Type of Innovation Process/ Incubation Centre		
		National	International	Commercial
1	Number of a) Innovation Process b) Incubation Centre completed by 2012	NIL	NIL	NIL
2	Number of a) Innovation Process b) Incubation Centre started since 2012			

### 1.9.4 Seminar Conference Organised (since 2012)

Sl No	Level	International	National	State	University	Funding agency with amount
1	Number		6	2		UGC
2	Sponsoring Agencies		UGC	UGC		

### 1.9.5 Teachers' Participation in Seminars/Conferences

Sl No	Level	International	National	State	University	Funding agency with amount
1	Number	3	10	15	3	
2	a) Participated	3	10	15	3	Participation with self financed amount
	b) Presented paper	0	7	6	0	Participation with funding by hosting agency

### 1.9.6 Research Publications (Since 2012)

Sl No.	Details on Research Publications	Scopus Indexed	Web of Science	International	National	State	Department
1	Peer Review Journals						
2	Books						5
3	Chapters in Books						
4	Non-Peer Review Journals						3
5	e - Journals						
6	Conference Proceedings				7	3	7

### 1.9.7 Consultancy (Since 2012)

Sl No.	Organisation/Agency	No. of consultancy	Revenue generated	Completed	Ongoing
1	Central Govt.	NIL			
2	State Govt.	NIL			
3	Industry	NIL			
4	Others, Specify	NIL			

### 1.9.8 Research Programs (Since 2012)

Sl No.	Research	Number
1	PhD awarded from the institution	
2	PhD student enrolled	
3	Research scholars receiving fellowship	
4	Self-sponsored research scholars	
5	Teachers recognised as guides	2
6	Teachers acquired Ph. D.	2
7	Teachers acquired M. Phil.	3



### 1.10. Sports and Culture

Sl No.		State/University Level	National level	International Level
1	A) Does the college have quota for admission of students with sports/culture background?(Yes/No) B) If yes, mention the level of participation.	No		
2	If yes, how many students came in through such quota?	x		
3	Is there any Sports Scholarship given to students	x		
4	Broadly, what are the fields of sports/culture pursued by students in the institutions?	Athletic, Cricket, Kabadi, Volley, Football		
5	Does the college have any infrastructure to support sports and games of the students?	Stadium		
6	Does the college have any trainer to support the students?	Yes		
7	No. of students participated in Sports, Games and other events	9	3	
8	No. of students participated in cultural events	12		
9	Is there a Cultural Club?	Yes		
10	Does the college have open Field facilities to support the students?	0		
11	Does the college have Indoor game facilities to support the students?	yes		
12	Does the college have Gym facilities to support the students?	Yes		
13	No. Of students won medals in sports	6		
14	No. of students participated in annual sports	30 / 250 *		

\* 250 no. Of students participate in college level Annual sports.

## 1.11 Financial Reports

A. Total Income				
Sl No.	Category/Head	FY 2016/2017 (budgeted)	FY 2015/2016 (actual)	FY 2014/2015 (actual)
Grants: National				
1	UGC	47,50,000	57,06,950	65,07,940
2	Distance Education Council			
3	Other Central Govt. Departments		4,68,122	
Other Grants				
4	Grants received from state government			
5	Grants received from local bodies			
6	Donation	1,50,000	1,05,000	44,000
7	Tuition fees	3,50,000	3,43,548	3,12,012
8	Development fees			
9	Other fees			
10	Interests	7,00,000	6,96,637	7,89,180
11	Sale of Application forms	2,60,000	1,58,400	2,27,530
12	Other	1,27,09,000	1,06,788,287	8,78,42,989

B. Total Expenditure				
Sl No.	Category/Head	FY 2016/2017 (budgeted)	FY 2015/2016 (actual)	FY 2014/2015 (actual)
1	Salary, Allowance and Retirement benefits	5,00,000	41,088,451	33,283,763
2	Buildings (Construction and Maintenance)	2,00,000	1,24,15,952	11,114,415
3	Library and Laboratory	2,97,000	25,02,577	30,67,778
4	Scholarships	30,000	28,600	24,920
5	Grants to College			
6	R & D			
7	Sports	3,00,000	2,36,193	3,78,778
8	Other Expenses	6,00,000,00	5,79,94,771	4,78,53,997
9	Accounts(Audit) Status, whether audited? [Yes/No]if yes, by Local Fund/ CA	Pending	Audited	Audited

## 2. NEED ASSESSMENT

### 2.1. Curriculum Excellence *(Only SL.no.4 be filled by government and aided colleges)*

Sl. No.	Describe	
1	When the curriculum was updated last?	Year: 2015-16 UG / 2014-15 PG
2	How frequently (time duration) the updating is done?	3 years
3	Does the curriculum help the students in A. Skill development B. Enhancing Employability C. Generating interest among students for learning higher courses D. Any other, Please Specify.	Yes Partly Yes
4	State the learning outcome in terms of a. Exam result (2015-16) I. Above 75% II. 51% - 75% III. Pass and upto 50% IV. Failed % b. Placement (2015-16) I. % of students employed after completion of course II. % of Students progressing to Higher Studies	49 243 180 51  1% 50% (for PG and Bed Carson)
5	No. of application received during last three years for each programme: a. 2014-15 b. 2015-16 c. 2016-17	2016 2130 2270
6	No. of students applied per seat for each programme	1:2.5
7	Mention the top five programmes opted by the students	Physics, Odia, Education, Psychology, Chemistry
8	What is the students' progression rate for higher studies?	50%

## 2.2. Pedagogical Excellence

Sl.No.	Describe	
1	What are the teaching-learning systems currently followed in the institution? (for example, IT enabled learning, traditional method, Experiential method, Team Problem solving, etc)	Traditional Method
2	Whether practical orientation in relation to teaching- learning system is given to students?	Yes
3	Is an introductory lecture given on the practical utility of the subject for each paper?	Yes
4	What are the pedagogical tools (Presentation, Demonstration, Field study, Survey, Role Play, Case Study, and Simulations etc.) used for teaching students?	Presentation, Field Study, Demonstration and case study are used
5	Does the institution conduct regular industry-academia interface? If yes, Mention the number during 2015-16	NO
6	What are the innovative teaching practices (like- smart classroom, conferencing etc.) adopted in the institutes?	NO Traditional method of teaching are used.
7	<p>a. Does the institute have the practice of collecting feedback from students?</p> <p>b. Does the institute implement the suggestions from students' feedback for improving pedagogy?</p>	<p>Yes</p> <p>Yes</p>

### 2.3. Academic Administration

Sl.No.	Describe	
1.	Does the institute have academic calendar for the year?	Yes
2.	Does it follow academic calendar strictly?	Yes
3.	Does the institute have following systems: a. Mentoring system b. Proctorial system c. Tutorial system d. Counseling system	Proctorial System, Tutorial System
4.	Whether detailed lesson plans are given to students?	No
5.	If yes, is the lesson plan followed strictly?	Yes/No
6.	What type of monitoring system is followed for completing course within set timeframe?	Monthly review and Supervision by Academic Bursar
7.	What type (monthly, quarterly, biannually, annually) of attendance management system is followed in the institute? <b>What is the method of intimation?</b>	Monthly, Attendance Data is displayed in the Notice Board
8.	What type of feedback system is used for appraising the performance of faculty members? a. 360 degree b. Students' feedback c. Self-appraisal d. CCR	Student feedback Self appraisal CCR
9.	Is the rating communicated to teachers for improvement?	Yes

#### 2.4. Examination Reforms (for Universities and autonomous colleges only)

Sl.No.	Describe	
1	What type of examination pattern followed in the institution? a. Annual b. Semester c. Any other, Please specify	Semester  CBCS
2	What is the question patterns followed for examinations? a. Objective b. Subjective c. Any other, Please specify	Objective and Subjective
3	Whether practical examinations are integrated with the examination system?	Yes
4	Whether Case study/ presentation are part of the examination system?	Yes
5	What types of reforms are required in the present examination system?	Online Examination and evaluation and Complete automation of the section
6.	Is the examination system a continuous one? If yes, Please mention in detail	Yes Mid-semester , Semester, Seminar, Project
7.	Is the evaluation system computerised?	No
8.	What is the days' gap between completion of examination and publication of result?	60-80 days
9.	Should the gap be reduced?	Yes
10.	If Yes, Please suggest how?	Central Valuation and on-line valuation

## 2.5. Infrastructural Development & Maintenance

Sl.No.	Describe	
1	What type of expansion work is required for existing infrastructure? Is own land available for this?	Expansion of Reading room, Auditorium, Conference Hall, Exam Hall, Departmental room.
1(a)	Are men and women hostels adequate as per demand? If expansion required, is own land available?	No New Ladies Hostel New Gents Hostel
1(b)	Are men and women toilet blocks adequate as per demand? If expansion required, is adequate space available?	No, Sewerage Treatment Plant(STP) Toilet is required for men and women and PWD (Physical Weak and Disabled)
2	What type of modernisation/renovation works are needed for existing infrastructure? (Laboratories, Library, hostels, Networking, Smart classrooms etc.)	CCTV surveillance, Networking Server System, Automation of Examination System. Smart class room, library automation and Digital library
3	Whether creation of a laboratory / centralized computing / instrumentation facility is required?	Lab facilities for PG Class Computer Lab. Innovation Centre Skill Development centre
4	What type of sophisticated equipments relevant to growth of different specializations are required by the institution?	Electronic Notice Board, Upgraded PG Lab, Smart Board, Modern Computer Research software.
5	What type of infrastructural development work required for non-academic area for the institution (parks, residence, sports complex, gym, dispensaries, toilets, cycle stand, girls' common room, etc.)	Staff Quarters, Dispensaries, Stress Counselling centre, Solar System, Rainwater Harvesting of Rain water Hostel for SC/ST/PWY Harnessing of Solar System
6	What type of infrastructural development work is needed for making them accessible for differently-abled students?	Lift facilities
7	Does the institute maintain the academic and non-academic infrastructure areas?	YES
8	What are the monitoring mechanisms followed for maintenances?	Periodic maintenance by Maintenance committee.

## 2.6. Collaboration / Partnering with Knowledge and skill Hubs

Sl.No.	Describe	
1	What steps have been taken by the institute to enrich the Intellectual Capitals	Remedial Class, Coaching Class, Faculty training
2	What steps have been taken to acquire best and improved administrative and technical acumen for the institution?	Training of Account section and Desk office for admission and accounts
3	What type of institutional/departmental collaborations the institution has with others?	
4	Does the institution have Faculty Exchange Programme (National & International)?	No
5	Does the institution have student exchange programme (National & International)?	No

## 2.7. Effective institutional governance

Sl.No.	Describe	
1	Does the institution have duly constituted governing body? a. If yes, has it been approved? b. How frequently the Governing body meets? <input type="checkbox"/> Yearly <input type="checkbox"/> Biannually <input type="checkbox"/> As and when required	Yes  Biannually & As and when required
2	Does the institution have E-Governance project (ERP & MIS) implemented?	E-despatch (Govt) CAPA / SAMS
3	How record keeping and data management is done in the institute?	Manually
4	What type of library management system is there in the institute?	Automation is in progress
5	What type of financial management and accounting system is followed in the institute?	CAPA
6	Does the institute have its own active website? If yes, mention web address	Yes <a href="http://www.udayanathcollege.org.in">www.udayanathcollege.org.in</a>



## 2.8. Stakeholders Involvement

Sl.No.	Describe	
1	Does the institute have any mechanism of participatory management in academic, administrative and financial affairs by involving teachers and staff?	Yes Academic council
2	Does the institute have any mechanism for enhancing participatory management in academic, administrative and financial affairs by involving Parents?	Yes, PTM (Parents – teacher meeting)
3	Does the institute have any mechanism for enhancing participatory management in academic, administrative and financial affairs by involving Alumni?	Yes, Alumni Meet
4	Does the institute have any mechanism for enhancing participatory management in academic, administrative and financial affairs by involving Students?	Yes , Student council, Proctorial system
5	Does the institute have any plan for enhancing participatory management in academic, administrative and financial affairs by involving local authorities?	

## 2.9. Manpower Management

Sl.No.	Describe	
1	Does the institute have adequate and skilled manpower (both teaching and non-teaching)?	NO
2	What type of promotion system practiced in the institute?	NA
3	Does the institute have a grievance redressal mechanism? Do they represent all the stakeholders? Specify. a. For Staff b. For Students	Yes
4	What type of staff engagement practices (academic, behavioural & organisational) are followed in the institute? a. Regular time-bound promotion b. Regular training c. Counselling on Performance d. Any other. Please specify	Staff awareness programme on academic matter  Training of staff on examination

## 2.10. Legal Compliances

Sl.No.	Describe	
1	How the institute deals with legal issues?	Through advocate / Legal Advisor
2	Does the institute have any legal cell?	No
3	Does the institute have any designated officer to deal with legal issues?	No
4	Whether the institution is having the following: a. Equal Opportunity Cell b. Sexual Harassment Cell c. Anti-ragging Cell d. Disciplinary Committee e. Any other. Please specify	Yes
5	Does the institute manage RTI and Intellectual Property Right?	Yes
6	Has the institute made mandatory disclosures? If yes, how does it display? a. In website b. At college notice board c. Any other	Notice Board

## 2.11. Creating Institutional Brand Image

Sl.No.	Describe	
1	What steps taken by the institute for building brand image?	Local Advertisement , Hoarding
2	Has the institute adopted any innovative practices to build the institutional brand image?	Alumni meet, Student teacher meeting departmentwise on various issues.
3	Does the institute have any centre of excellence?	
4	What steps are adopted for promoting the institute as Centre of Excellence?	Upgrading the department, R&D development, capacity building
5	Whether multi disciplinary approach is followed to build and nurture effective brand image?	

## 2.12. Research & Development

Sl.No.	Describe	
1	What are the research initiatives taken by the institute?	Research supervisor
2	Have the institute identified the thrust areas for research work in the institutes? If yes, Please mention the areas	Jayadev, Media, Anchoring, Printing, Nano Science, Space science, critical thinking Translation studies with special thrust on Odia classics into English and other languages, Culture studies
3	How does the institute facilitate the project funding, from sources like: (UGC/AICTE/ICSSR/CSIR/DBT/DST etc.)	UGC, ICSSR
4	Has the institute handled inter disciplinary project?	YES
5	Has the institute worked on student research project?	Yes
6	Has the institute measured the growth in research and development through participation and contributions in international/ National Conferences, Seminars, Symposia, Workshops, and initiation of academic exchange programs? If yes, give details.	Yes, student and teacher are participating in international and national conference.  [Participation of students and teacher in Gwalior and Jaipur in 2016, 2017]
7	What type of facilities and incentives are provided to faculty members to manage the research work after getting the funding?	Provision of Lab. , Library and Internet

### 2.13. Social Outreach Programmes

Sl.No.	Describe	
1	What are social outreach activities the institute is involved with? Provide details.	Community health programme, adopted village, literacy programme
2	Is there any community/peripheral development programme organised by the institute? If yes, mention details.	Yes Malaria Eradication Programme, AIDS awareness, Heritage Preservation
3	Does the students participate in sports activities (State/National/International)? Provide details.	Yes Representation in Cricket, Football & Athletic Utkal university Cricket champion for the year 2016
4	Does the students involve with organisations like NSS/NCC/Red Cross?	Yes Involve in Jamboree, National Integration activities
5	Are the students given training on self-defence, Yoga & Meditation to augment their physical and mental fitness?	Yes Self-defence, Yoga, Gym for fitness

## 2.14. Monitoring and Evaluation

Sl.No.	Describe	
1	Does the present administration, academic and financial system need monitoring and development for flawless implementation?	Yes
2	Does the institute have IQAC cell? If yes, State the major functions of the cell.	Yes Building plan and maintaining quality
3	Give details of number of meetings held by IQAC for last 3 years.	9
4	Does the institute conduct the followings: a. Academic Audit b. Energy Audit c. Green Audit d. Financial Audit e. Administrative Audit	Academic Audit  Financial audit Administrative audit
5	Mention the audits last done:	2013
6	What type of decision mechanism adopted by the institute (Centralised/Decentralised)? <i>Elaborate</i>	Decentralised The decision mechanism adopted is decentralised from governing body to staff council, head of the department and to the students.
7	Does the present system have clarity of control mechanism of the system? <i>Elaborate</i>	Yes – The college has a monitoring committee to control and conduct the system functioning in the campus

## 2.15. Employment

Sl.No.	Describe	
1	What are the most important industries in the geographical area of the institute?	Oil processing, rice mill, opolofed, omfed
2	Which industries employ the most college graduates?	Rice mill, Opolofed, Omfed
3	Which industries provide the best jobs?	Retail industry, Rice mill
4	Please give similar details with respect to self-employment (agriculture/manufacturing/services sectors) <ol style="list-style-type: none"> <li>Currently, what jobs are most available in the area?</li> <li>What skills do these jobs require?</li> <li>Please give similar details with respect to self-employment (agriculture/manufacturing/services sectors)</li> </ol>	Data entry operator, tourist guide Language and soft skill Service sector
5	<ol style="list-style-type: none"> <li>What jobs are seeing growth in the area?</li> <li>What will be the jobs of the future?</li> <li>Please give similar details with respect to self-employment (agriculture/manufacturing/services sectors)</li> </ol>	IT based / Tourism based / teacher / trainer / IT
6	<ol style="list-style-type: none"> <li>What specific skills or attributes are local employers seeking in their employees?</li> <li>What skills do they need, but do not get in local hire?</li> <li>For self-employment, besides skills, what are the other constraints that youth may face?</li> <li>What kind of support do they need?</li> </ol>	IT based / communication skill Finance / salesmanship Training and orientation
7	<p>Has the college organised campus placement for 2015-16. If yes</p> <ol style="list-style-type: none"> <li>No. Of companies attended</li> <li>No. Of students recruited on-campus</li> </ol>	Yes 3 30
8	Does the college train students on interview skills like CV preparation, Group discussion, soft skills etc.,?	Yes

**Which of the following were conducted to arrive at these needs?  
(Only mark 'Yes' if the minutes of the proceedings are on record)**

Surveys of student : **Yes**

Surveys of local industry : Yes/No

Consultation with industry : Yes/No

Consultation with students : **Yes**

Workshop on IDP : **Yes**

## 2.16. Supporting Students from Disadvantaged Backgrounds

Sl. No.	Describe the particular needs of your female, and Scheduled Caste/Tribe/Other Backward Caste students by answering the following questions:	
1	<p>a. What academic programs are female students currently enrolling in?</p> <p>b. What academic programs are seeing growth in female enrollment?</p>	<p>Odia, Education, Zoology, Wiro, Eco, Commerce, BCA, Physics, Comp. Sc.</p> <p>Computer Science, Commerce Education, Language</p>
2	What are the employment outcomes for female students after passing out of the institution?	DEO, Teacher, Fashion Technology, Media
3	What is the academic/skill training support that female students may need for improving employability?	Vocational training Communication skill
4	Do all women students wanting hostel accommodation get it as priority from 1 <sup>st</sup> year onwards?	Yes
5	<p>a. What academic programs are Scheduled Caste/Tribe students currently enrolling in?</p> <p>b. What academic programs are seeing growth in Scheduled Caste/Tribe enrollment?</p>	<p>B.Sc. / B.Com</p> <p>Computer Training, Soft skill Entrepreneurship</p>
6	What are the employment outcomes for Scheduled Caste/Tribe after passing out of the institution?	Service sector
7	What is the academic/skill training support that SC/ST students may need for improving employability?	Competitive Coaching, Remedial Classes Language training
8	Do all SC/ST students wanting hostel accommodation get it as priority from 1 <sup>st</sup> year onwards?	Yes
9	<p>c. What academic programs are differently-abled students currently enrolling in?</p> <p>d. What academic programs are differently-abled students seeing growth in enrollment?</p>	<p>Humanities and science</p> <p>IT based</p>
10	What are the employment outcomes for differently-abled students after passing out of the institution?	Nil
11	What is the academic/skill training support that differently-abled students may need for improving employability?	Independent entrepreneur
12	Do all differently-abled students wanting hostel accommodations get it as priority from 1 <sup>st</sup> year onwards?	Yes



### 3. STRATEGIC GOALS

**(These are indicative on only. Institutions can set their strategic goals in their own words)**

- Supporting the overall academic success of students
- Increasing overall graduation rates
- Increasing overall retention rates
- Improving communication with key stakeholders
- Increasing the retention rates of under-represented students
- Enhancing institutional network capacity
- Harnessing of solar power.
- Improving alumni engagement
- Harvesting of rain water
- Fostering greater engagement with the local community
- Building environmentally sustainable campus facilities
- To arrange periodic assessment of students
- To uphold and preserve cultural heritage of the locality.
- To stimulate academic environment of the institution.
- To provide a free and fair examination system.
- To promote personality development through a holistic approach.
- To inculcate a sense of ethical values through curriculum.
- To uphold a sense of civic responsibility and social commitment.
- To promote creativity, sportsmanship and leadership quality.
- To promote skill and training for entrepreneurship.
- To develop career in sports and games.
- To utilize Stadium and Gymnasium for health is wealth.
- To promote skill development centre for learning and earning.
- To promote Art, Painting, Music and traditional skill.
- To promote translation studies with special thrust on Odia classics.

## 4. DEVELOPMENTAL OBJECTIVES

For each heading, the number of objectives and the list of activities under each objective can be less than or more than three as per plan.

### Example:

#### 4.1.Goal: *Supporting the overall academic success of students*

- ⊞ Objective: Ensure high-quality academic counselling throughout the university
- ⊞ Objective: Ensure that students who are falling behind receive additional academic support
- ⊞ Objective: Expand tutoring and other academic assistance programs

#### 4.2.Goal: *Creating opportunities to gain knowledge, skills, and credentials in high-demand fields*

- ⊞ Objective: Identify high-demand fields that fit with the mission of the university and complement the institution's current offerings
  - ⊞ Objective: Add new programs and expand current programs in high demand fields
- cont..... )

#### 4.1. Curriculum Excellence Objectives( for Universities/ autonomous colleges only)

Based on the Needs Assessment undertaken in earlier section, **please define the objectives and the required activities**

In the table below, list out **3** objectives of your strategic plan that relates to developing your Curriculum. Ensure that your objectives for developing your curriculum contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support

Objective 1	Skill development of faculty
Objective 2	Skill development of students
Objective 3	Employability of students

**List the activities required to meet Curriculum Excellence Objectives**

<b>Objective 1</b>		<b>Skill development of faculty</b>									
<b>Sl. No.</b>	<b>Activity</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>1</b>	<b>Teachers training</b>										
<b>2</b>	<b>Refresher course</b>										
<b>3</b>	<b>ICT based training for smart class</b>										

<b>Objective 2</b>		<b>Skill development of students</b>									
<b>Sl. No.</b>	<b>Activity</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>1</b>	<b>Remedial classes</b>										
<b>2</b>	<b>Smart class room</b>										
<b>3</b>	<b>Add on courses – Language &amp; IT</b>										

<b>Objective 3</b>		<b>Employability of students</b>									
<b>Sl. No.</b>	<b>Activity</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>1</b>	<b>Opening up vocational courses</b>										
<b>2</b>	<b>Entrepreneurial skill development of students</b>										
<b>3</b>	<b>Industry academic linkage</b>										

## 4.2. Pedagogical Excellence

Objective 1	Change of methodology
Objective 2	Skill based curriculum and training through smart class room
Objective 3	Experience method

Objective 1		Change of methodology											
Sl. No.	Activity	1	2	3	4	5	6	7	8	9	10	11	12
1	Introduction practical component												
2	Modern method of teaching												
3	Field study												

Objective 2		Skill based curriculum and training through smart class room											
Sl. No.	Activity	1	2	3	4	5	6	7	8	9	10	11	12
1	Skill enhancement curriculum												
2	Training and learning												
3	Preparation of PPT												

Objective 3		Experience method											
Sl. No.	Activity	1	2	3	4	5	6	7	8	9	10	11	12
1	Guest faculty												
2	Exposure of Ext. teacher												
3	Exposure visit												

### 4.3. Academic Administration

Objective 1	Training of stakeholders
Objective 2	Capacity building
Objective 3	Quality enhancement

Objective 1		Training of Stakeholders											
Sl. No.	Activity	2017-18					2018-19					Remarks	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct		
1	Principal training on management												
2	Training of teaching staff												
3	Training of Non-teaching and technical staff												

Objective 2		Capacity Building											
Sl. No.	Activity	2017-18					2018-19					Remarks	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct		
1	Training on management and internet												
2	Seminar and conference												
3	Training on ASEP												

Objective 3		Quality Enhancement											
Sl. No.	Activity	2017-18					2018-19					Remarks	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct		
1	Training on education												
2	Training on lesson plan and lesson notes												
3	Training on attitude												

#### 4.4. Examination Reforms (for Universities/ autonomous colleges only)

In the table below, list out **03** objectives of your strategic plan that relates to developing your Curriculum. Ensure that your objectives for developing your curriculum contribute to meeting the needs of your Institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support.

Objective 1	Automation of examination system
Objective 2	Online examination
Objective 3	Online valuation

Objective 1		Automation of examination system									
Sl. No.	Strategic Objectives	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
1	Installation of server										
2	Use of Modern software										
3	Answer script evaluation										

Objective 2		Online examination									
Sl. No.	Strategic Objectives	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
1	Paper less communication and instant examination										
2	Conduct of other competitive examination										
3	Free and fair examination										

Objective 3		Online valuation									
Sl. No.	Strategic Objectives	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
1	Paper valuation										
2	In time publication of result										
3	Transparency										

#### 4.5. Infrastructural Development & Maintenance

Objective 1	Expansion of existing work
Objective 2	Creation of new facilities lab and computer training lab
Objective 3	Maintenance

Objective 1		Expansion of existing work							
Sl. No.	Activity	2021	2022	2023	2024	2025	2026	2027	2028
1	Expansion of reading room								
2	Expansion of class room and department room								
3	Furnishing								

Objective 2		Creation of New facilities and lab							
Sl. No.	Activity	2021	2022	2023	2024	2025	2026	2027	2028
1	Creation of New Hostel for SC/ST/PwD								
2	Creation of Smart class room, lab, exam hall, skill development centre								
3	Lift facilities								

Objective 3		Maintenance							
Sl. No.	Activity	2021	2022	2023	2024	2025	2026	2027	2028
1	Annual maintenance of construction								
2	Students involvement in maintenance of IT & equipment								
3	Electrical maintenance and use of solar power.								



#### 4.6. Partnering with Knowledge Hubs

Objective 1	Faculty Exchange programme
Objective 2	Students exchange programme
Objective 3	Training of other personals

Objective 1		Faculty Exchange programme										
Sl. No.	Activity	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
1	Exchange of faculty to University											
2	Exchange of faculty to College											
3	Exchange of faculty to Industries											

Objective 2		Students exchange programme										
Sl. No.	Activity	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
1	Exchange of students to University and collaboration											
2	Exchange of students to College											
3	Exchange of students to Industries											

Objective 3		Training of other personals										
Sl. No.	Activity	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
1	Training of teaching staff											
2	Training of Non-teaching staff											
3	Training of Technical staff											



#### 4.7. Automation and Information Technology

<b>Objective 1</b>	Automation of library
<b>Objective 2</b>	Automation of Examination section
<b>Objective 3</b>	Productivity in administration, accounts and examination

<b>Objective 1</b>		<b>Automation of library</b>										
Sl. No.	Outputs	1	2	3	4	5	6	7	8	9	10	11
		1	2	3	4	5	6	7	8	9	10	11
1	Acquisition											
2	Processing and circulation											
3	Wi-Fi Campus											

<b>Objective 2</b>		<b>Automation of Examination section</b>										
Sl. No.	Outputs	1	2	3	4	5	6	7	8	9	10	11
		1	2	3	4	5	6	7	8	9	10	11
1	Internet connectivity											
2	Computer lab											
3	Software											

<b>Objective 3</b>		<b>Productivity in administration, accounts and examination</b>										
Sl. No.	Outputs	1	2	3	4	5	6	7	8	9	10	11
		1	2	3	4	5	6	7	8	9	10	11
1	Administrative efficiency											
2	Account transparency											
3	Online payment											

## 4.8. Manpower Management

Objective 1	Human Resources Development
Objective 2	Training of supporting staff
Objective 3	Income generation capacity

Objective 1	Human Resources Development								
Sl. No.	Activity	2018	2019	2020	2021	2022	2023	2024	2025
1	Training Hall								
2	Training on modern facilities								
3	Orientation for research facilities								

Objective 2	Training of Supporting staff								
Sl. No.	Activity	2018	2019	2020	2021	2022	2023	2024	2025
1	Administrative training								
2	IT savvy								
3	Audio-visual show and best - practices								

Objective 3	Income generation capacity								
Sl. No.	Activity	2018	2019	2020	2021	2022	2023	2024	2025
1	Transfer of skill on BOT (Build-Operate-Transfer)								
2	Organisation of training project								
3	Training of trainers								

## 4.9. Research and Development

Objective 1	Promoting research awareness and attitude
Objective 2	Research centre
Objective 3	Subscription of materials

Objective 1		Promoting research awareness and attitude											
Sl. No.	Activity	2018					2019					Total	
		1	2	3	4	5	1	2	3	4	5		
1	Training on methodology												
2	Provision of seed money												
3	Motivational training												

Objective 2		Establishment of research centre											
Sl. No.	Activity	2018					2019					Total	
		1	2	3	4	5	1	2	3	4	5		
1	Construction of research centre												
2	Networking												
3	Collaboration												

Objective 3		Subscription of materials											
Sl. No.	Activity	2018					2019					Total	
		1	2	3	4	5	1	2	3	4	5		
1	Journals												
2	Magazine												
3	Books												

## 5. Metrics & Targets

Provide the targets against the deliverables as listed below

Indicator	Present Rating	Target Rating (after 5 years)
<b>GOVERNANCE QUALITY INDEX -</b>		
% of Faculty Positions vacant	0%	0%
% of Non-teaching staff to teaching Staff	1 : 4	1 : 3
Total no of under graduation programs	23	28
Total no of post graduate programs	9	17
Total no of doctoral programs	x	1
Faculty appointment - turn around/ cycle time in months (not applicable for Govt. colleges)		
Delay in payment of monthly salary payment of faculty		
<b>ACADEMIC EXCELLENCE INDEX -</b>		
Delay in exam conduction and declaration of results *	20 days	In time
Plagiarism Check *		
Accreditation	B	A
Teacher Student ratio	31	31
% of Visiting professors *	10%	20%
% of students passing out with 60% or more marks	24	40
% of graduates employed by convocation	0.5	2%

% Number of students receiving awards at National and International level	1	5
% of expenditure on Library, cyber library and laboratories per year	12%	25%
% of faculty covered under pedagogical Training	10	30
% of faculty involved in "Further education"	5	10
Dropout rate	2%	0%
No of foreign collaborations	0	
Subscription to INFLIBNET	1 lakh +	3 lakh +
<b>EQUITY INITIATIVE INDEX -</b>		
SC Student%	12	18
ST Student%	0.5	2
Gender Parity	40 : 60	50 : 50
Existence of CASH( <b>Committee Against Sexual Harassment</b> )	Yes	Yes
Existence of Social Protection Cell	Yes	Yes
Language assistance programs for weak Students	NIL	2
<b>REASERCH AND INNOVATION INDEX</b>		
Per-faculty publications	1	3
Cumulative impact Factor of publication	0	5
H Index of scholars	0	5
% of staff Involved as principal researcher	0.5	2

% of research projects fully or more than 50% funded by external agencies, industries etc.,	1	5
Total no of patents granted	0	1-2
% of faculty receiving national/ international awards	0	
% of research income	0	
Doctoral degrees awarded per academic Staff		
% doctoral degrees in total number of degrees awarded		
% expenditure on research and related Facilities		
Digitization of Master's and Doctoral thesis		
UPE/CPE	no	
% of income generated from non-grant Sources		
<b>STUDENT FACILITIES -</b>		
No of new professional development Programs		
Existence of Placement Cells and Placement <b>Plan</b>	YES	YES
% of expenditure on infrastructure maintenance and addition		
Availability of hostel per out-station female student	2	4
Availability of hostel per out-station male student	3	5
Student Experience Surveys	NIL	

<b>Infrastructure and Others -</b>		
%Income generated from training courses	0	
% Income generated from consulting	0	
Computer coverage	70	200
Internet connectivity of Campus	Partly	Fully Wi-fi

\*Only for Universities/autonomous colleges

## 6. Institutional Project Budget (Rs. in Crore)

Sl. No.	Activities	Project Life Allocation	Financial year				
			2016-17	2017-18	2018-19	2019-20	2020-21
1	<b>Infrastructure</b>	7 crore	1.65 Cr	1.44 Cr	1.55 Cr	1.33 Cr	1.23 Cr
	1. Modernization and strengthening of laboratories including contractual technicians recruitment	0.5 crore	20 lakh	20 lakh	0.5 lakh	20 lakh	5 lakh
	2. Establishment of new laboratories for existing UG and PG programs and for new PG programs including contractual technicians recruitment	1 crore	20 lakh	20 lakh	20 lakh	20 lakh	20 lakh
	3. Modernization of classrooms	1.40 crore	40 lakh	30 lakh	30 lakh	20 lakh	20 lakh
	4. Updation of Learning and training Resources	20 lakh	5 lakh	4 lakh	5 lakh	2.5 lakh	5 lakh
	5. Procurement of furniture	45 lakh	10 lakh	10 lakh	5 lakh	20 lakh	5 lakh
	6. Establishment/Up gradation of Central and Departmental Computer Centres including contractual technicians recruitment	40 lakh	8 lakh	40 lakh	8 lakh	10 lakh	8 lakh
	7. Modernization/Improvements of supporting departments	25 lakh	5 lakh	5 lakh	5 lakh	5 lakh	5 lakh
	8. Modernization and strengthening of libraries and increasing access to knowledge resources	25 lakh	5 lakh	5 lakh	5 lakh	5 lakh	5 lakh
	9. Refurbishment (Minor Civil Works)	10 lakh	2 lakh	2 lakh	2 lakh	2 lakh	2 lakh
	10. Students residential infrastructure like hostel, mess etc.,	0.5 crore	10 lakh	5 lakh	5 lakh	5 lakh	10 lakh
2	<b>Research and development support</b>	1 crore	20 lakh	20 lakh	20 lakh	20 lakh	20 lakh
	Providing Teaching and Research Assistantships to existing and new M.Phil and	50 lakh	10 lakh	10 lakh	10 lakh	10 lakh	10 lakh



	Ph.D programs						
	Provision of resources for research support	25lakh	5lakh	5lakh	5lakh	5lakh	5lakh
	Enhancement of R&D and institutional consultancy activities	25lakh	5lakh	5lakh	5lakh	5lakh	5lakh
3	<b>Faculty Development Support</b>	<b>1 crore</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>
	Faculty and Staff Development (including ... pedagogical training, and organising/participation of faculty in workshops, seminars and conferences) for improved competence based on Training Needs Assessment	50 lakh	10 lakh	10 lakh	10 lakh	10 lakh	10 lakh
		30 lakh	6 lakh	6 lakh	6 lakh	6 lakh	6 lakh
		20 lakh	4 lakh	4 lakh	4 lakh	4 lakh	4 lakh
4	<b>Institutional reforms</b>	<b>1 crore</b>	<b>30 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>
	Technical assistance for procurement and academic activities	50 lakh	10 lakh	10 lakh	10 lakh	10 lakh	10 lakh
	Institutional management capacity enhancement	50 lakh	10 lakh	10 lakh	10 lakh	10 lakh	10 lakh
5	<b>Academic support</b>	<b>1 crore</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>	<b>20 lakh</b>
	Creation of new departments/courses	30 lakh	6 lakh	6 lakh	6 lakh	6 lakh	6 lakh
	Enhanced Interaction with Industry	30 lakh	6 lakh	6 lakh	6 lakh	6 lakh	6 lakh
	Temporary faculty engagement	30 lakh	6 lakh	6 lakh	6 lakh	6 lakh	6 lakh
	Student support activities	30 lakh	2 lakh	2 lakh	2 lakh	2 lakh	2 lakh
6	<b>Others</b>	<b>0.11</b>	<b>2.5</b>	<b>2.5</b>	<b>2</b>	<b>2</b>	<b>2</b>
	<b>TOTAL</b>	<b>11.11 crore</b>	<b>2.47.5 Cr</b>	<b>2.28.5 Cr</b>	<b>2.17 Cr</b>	<b>2.15 Cr</b>	<b>2.05 Cr</b>

## ANNEXURE - I

### INSTITUTIONAL SWOC ANALYSIS

#### Strengths:

- Congenial and green environment.
- Well maintained infrastructure.
- Most preferred college in the area with transparent admission procedure.
- Dedicated and quality conscious faculty members.
- Disciplined and constructive mind set of Students.
- Well planned teaching, learning and evaluation practices.
- Decentralized administration, Bio-metric attendance of staff.
- Good residential facility for the students from remote areas.
- Uninterrupted power supply.
- Good collection of standard books and journals.
- Well equipped Gymkhana and Stadium with all possible sports facilities.
- Organization of regular seminars and Group Discussions as best practices.
- Proctorial system germinating an edu-friendly environment on campus.
- Adequate career guidance and placement support.
- Quality improvement through regular student feedback.
- Free and fair examination system.
- Excellent record of academic and extra-curricular achievements.
- Ragging-free campus.
- Catering to the basic needs of students from rural as well as economically weaker sections of the society.
- Wide-range of electives, mentoring system.
- Effective extension activities.

**Weaknesses:**

- Poor economical and educational background of rural people creating hindrance to access for higher education.
- Low scope for research activity and consultancy services.
- Poor transport system.
- Poor communication skill.
- Global issues are not reflected in curriculum.
- No consultancy work.
- Limited research project.
- Lack of value added courses.

**Opportunities:**

- Opportunities for the staff and the students to attend seminars, workshops and conferences to get updated on the changing trends in concerned subjects.
- Starting of more PG and professional course.
- Usage of ICT based teaching and learning for enhancing quality upgradation of students.
- Enhancement of entrepreneurship and skill development programme.
- Promotion of research culture among the students.
- Sufficient provision of funds from the management to conduct seminars and research works.
- Training centre for capacity building.
- Automation examination system.
- Distance education system.
- Coaching facilities for entry into services.

### Challenges:

- Poor communication skills of the students from rural background.
- Industrial collaborations are lacking because of rural set up of the college.
- Awareness for campus placements and interviews.
- Empowerment of women from this educationally backward area.
- Opening of research centers in PG teaching departments.
- Opening of more interdisciplinary programmes.
- Organization of international conference on recent trends of higher education.
- Collaborative Research programme.
- Effective IQAC.
- Development of software.
- Provision for consultancy work.

# ANNEXURE II

## NAAC REPORT

### Profile of the College

Name of the College	Udaygadh Autonomous College of Science and Technology		
Place	Adaspur, Cuttack	State: Odisha	
Date of visit	24-26 <sup>th</sup> November, 2014		
Affiliating University	Utkal University		
Status of the College	Affiliated <input type="checkbox"/>	Coastguard <input type="checkbox"/>	Autonomous <input checked="" type="checkbox"/>
Financial Category	Grant-in-aid <input checked="" type="checkbox"/>	Government funded <input type="checkbox"/>	Self-financing <input type="checkbox"/>
Type of College	Men <input type="checkbox"/>	Women <input type="checkbox"/>	Co-education <input checked="" type="checkbox"/>
No. of Departments	Arts: 12	Science: 86	Commerce: 01
	Any other: 00	Total: 25	
No. of Programmes	UG: 24	M. B	M. Phil/ MEd
	Ph.D/ MEd	Any other: 1	Total: 25
Year of Establishment	1991		
UGC recognition	Under 2 (i) and 12 (b) 22-12-2003		
Location of the College	Urban <input type="checkbox"/>	Semi-urban <input type="checkbox"/>	Rural <input checked="" type="checkbox"/> Total <input type="checkbox"/>
Area of the campus (in acres)	25.62 acres		
No. of Teachers	Men	Women	Total
Permanent:	27	11	48
Temporary:	28	22	50
Total no. of Teachers Ph. D.	11	09	20
Total no. of Teachers M. Phil.	13	21	34
Total no. of Teachers P. G.	32	24	56
No. of Non-teaching staff:	Men	Women	Total
Technical Staff:	06	02	08
Administrative Staff:	23	01	24
No. of Students			
UG:	1709	1429	3138
PG:	182	144	326
M. Phil:			
Ph.D:			
Any other:	09	01	10

Name		Signature with date
1. Prof. S. Sudhakarathu	Chairperson:	
2. Prof. Ishwar Chandra Shukla	Member Coordinator:	
3. Dr. G. Varhan Arava	Member:	
4. Dr. B. S. Madhukar	NAAC Officer:	
		 Signature of the Principal and Seal

Principal  
Udaygadh College of Science & Tech.  
Adaspur, Cuttack

**PEER TEAM VISIT REPORT ON  
INSTITUTIONAL ASSESSMENT AND  
REACCREDITATION**

OF

**UDAYANATH AUTONOMOUS COLLEGE OF SCIENCE AND  
TECHNOLOGY  
PARCHI, JNANAPITHA, ADASPUR, CUTTACK-754011  
ODISHA**

**24<sup>TH</sup> NOVEMBER - 26<sup>TH</sup> NOVEMBER, 2014**

**Second Cycle**



**SUBMITTED  
TO**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
P.O. BOX NO. 1075, NAGARBHAVI, BANGALORE - 560072**

*Signature*  
24/11/14

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**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF UDAYANATH AUTONOMOUS  
COLLEGE OF SCIENCE AND TECHNOLOGY**

<b>Place: Adaspur, Cuttack</b>		<b>State: Odisha</b>
<b>Section I: GENERAL</b>		<b>Information</b>
1.1 Name & Address of the Institution:	Udayanath Autonomous College of Science and Technology, Prachi, Jaganpitha, Adaspur, Cuttack, Odisha.	
1.2 Year of Establishment:	1991	
1.3 Current Academic Activities at the Institution (Numbers):		
• Faculties:	3	
• Departments:	25	
• Courses offered:	UG- 24, PG-8, Certificate course-1, Total:33	
• Permanent Faculty Members:	48 (Aided), 77 (Management), Total:119	
• Permanent Support Staff:	15 (Aided), 27 (Management), Total: 42	
• Students:	3447	
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none"> <li>• College with autonomous status</li> <li>• Wide variety of Academic Programmes</li> <li>• Co-education College catering to the students of rural and financially backward</li> </ul>	
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	24 <sup>th</sup> November to 26 <sup>th</sup> November, 2014 Annexure - I	
1.6 Composition of the Peer Team which undertook the on- site visit:		
Chairperson:	Prof. S. Sudalaimuthu	
Member Co-ordinator:	Prof. Ishwar Chandra Shukla	
Member:	Dr. G. Vazhan Arasu	
NAAC Officer:	Dr. B.S. Madhukar	

*Sudha K*  
26/11/14



Section II: CRITERION WISE ANALYSIS	Observations (Strengths and/or Weaknesses) on Key-Aspects
2.1 Curricular Aspects:	
2.1.1 Curricular Planning and Implementation:	<ul style="list-style-type: none"> <li>• Each department has its own Board of Studies to frame the Curriculum which is duly considered and approved by the College Academic Council</li> <li>• Global issues are not evident in curriculum design.</li> <li>• Curriculum is designed by the experts from academic, alumni and industry.</li> </ul>
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> <li>• Wide range of Elective options available</li> <li>• Academic flexibility is limited to a number of optional and add on courses.</li> <li>• All programmes are semester system.</li> </ul>
2.1.3 Curriculum Enrichment:	<ul style="list-style-type: none"> <li>• Curriculum is reviewed every two years at UG and PG level.</li> <li>• 10% to 20% of changes made in curriculum in Chemistry/ History at UG level</li> <li>• No Value added in higher order Skill development programmes offered</li> </ul>
2.1.4 Feedback System:	<ul style="list-style-type: none"> <li>• Feedback obtained from stakeholders of the college.</li> <li>• Feedback also collected from faculty during Seminar sessions, Alumni, Industrial and Academic experts</li> </ul>

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24/10/24

2.2 Teaching-Learning & Evaluation:	
2.2.1 Student Enrolment and Profile:	<ul style="list-style-type: none"> <li>• College ensures transparency and merit by adopting e-admission process of the Government of Odisha.</li> <li>• Reservation policy of the Government is strictly adhered.</li> <li>• Equivalent opportunity both boys and girls</li> </ul>
2.2.2 Catering to Student Diversity:	<ul style="list-style-type: none"> <li>• Organizes orientation programmes for freshers</li> <li>• Mentoring system exists but needs to be strengthened.</li> <li>• Remedial coaching is given to SC/ST students as well as to slow learners.</li> </ul>
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> <li>• Academic Calendar prepared and distributed to Staff and Students in the beginning of academic session</li> <li>• Workshop, project work, group discussions, poster making, field study tour and seminar presentations are adopted to improve student learning.</li> <li>• Technology enabled teaching aids needs to be used effectively and meaningfully.</li> </ul>
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> <li>• Out of 119 teaching staff 48 are government aided, 20 are with Ph.D., 34 with M.Phil. and 65 with P.G. as the highest qualification.</li> <li>• 20 teachers have attended refresher and orientation programmes and 30 faculty attended seminars and conferences.</li> <li>• No faculty members have got awards for their achievements.</li> </ul>
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> <li>• Declaration of exam schedule strictly adhered and results published within one month</li> </ul>

*Aranta*  
26/10/24

	<ul style="list-style-type: none"> <li>• In PG 20 per cent weightage is given for internal assessment and in UG it is 30 per cent.</li> <li>• Software needs to be developed for the management of examination system.</li> </ul>
<b>2.2.6 Student Performance and Learning Outcome:</b>	<ul style="list-style-type: none"> <li>• Reasonably good pass percentage</li> <li>• Learning outcome is monitored.</li> <li>• Structured methodology of collecting and analysing the data on student performance in examination needs to be relooked.</li> </ul>

<b>2.3 Research, Consultancy &amp; Extension:</b>	
<b>2.3.1 Promotion of Research:</b>	<ul style="list-style-type: none"> <li>• Research Committee monitors research activities.</li> <li>• 5 minor projects are undertaken and 3 teachers are registered as research guide.</li> <li>• 12 National and 5 State level conferences / workshops are organized.</li> </ul>
<b>2.3.2 Resource Mobilization for Research:</b>	<ul style="list-style-type: none"> <li>• From external agencies Rs.4,73,000 has been received for 5 minor projects.</li> <li>• Faculty members may tap more resources and research grant from central funding agencies via UGC/ICHR, DBT/CSIR/DST, DRDO etc.</li> <li>• Provision for research grant is yet to be made in annual budget.</li> </ul>
<b>2.3.3 Research Facilities:</b>	<ul style="list-style-type: none"> <li>• Provides computer and internet facilities to teachers for research</li> <li>• No visible efforts found for developing research facilities</li> <li>• No collaborative research undertaken</li> </ul>

*Andhra  
30/11/19*

2.3.4 Research Publications and Awards	<ul style="list-style-type: none"> <li>• Teachers have published good number of research papers and books and published Science bulletin from 2013.</li> <li>• No patent registered and no Clariious index.</li> <li>• No research awards received by the faculty</li> </ul>
2.3.5 Consultancy:	<ul style="list-style-type: none"> <li>• No visible expertise for money earning consultancy works.</li> <li>• No official policy for structured consultancy</li> </ul>
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> <li>• Extension activities done through NSS, NCC, YRC and Rovers and Rangers.</li> <li>• Four NSS and two NCC units exist.</li> <li>• State level recognition and awards has been received by the college for extension activities.</li> </ul>
2.3.7 Collaborations	<ul style="list-style-type: none"> <li>• Collaboration with National Open University (IGNOU) for offering Distance Education programmes.</li> <li>• Faculty may be encouraged to sign MoUs with institutions of national importance, other universities, industries and corporate houses</li> </ul>
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> <li>• The college is spread over 23.62 acres of land and with 22,915 Sq. mtrs. of built up area.</li> <li>• Adequate infrastructural facilities are made available for curricular and co-curricular activities.</li> <li>• The College has three boys hostel with the capacity of 120 occupancy and two girls hostel with the capacity of 400 occupancy.</li> <li>• Infrastructure facilities are used on sharing basis with junior college.</li> </ul>

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<p><b>2.4.2 Library as a Learning Resource:</b></p>	<ul style="list-style-type: none"> <li>• The library has a total built-up area of 978 Sq. Mtr with 100 seating capacity.</li> <li>• The Library has 30,565 books, 4,128 book volumes 21 journals, 31 magazines, INFLIBNET and NLIST.</li> <li>• Library is partly automated with 5 computers and Wi-Fi internet facility.</li> </ul>
<p><b>2.4.3 IT Infrastructure</b></p>	<ul style="list-style-type: none"> <li>• Three computer labs with 97 computers are available for students and teachers with Computer student ratio of 1:35.</li> <li>• Language Lab with Active English TV Channel of Tata-city broadcaster exists.</li> <li>• 4 LCD projectors and 3 Laptops available</li> </ul>
<p><b>2.4.4 Maintenance of Campus Facilities:</b></p>	<ul style="list-style-type: none"> <li>• Provision for funds for maintenance available</li> <li>• Security guards look into the security of the campus.</li> <li>• Engineering section takes care of maintenance and repair works.</li> </ul>
<p><b>2.5 Student Support and Progression:</b></p>	
<p><b>2.5.1 Student Mentoring and Support</b></p>	<ul style="list-style-type: none"> <li>• Publication of students' magazine 'Prachi Pragna' and 'Kartave', wall magazine 'Sela' and 'Dolphin' are praise worthy.</li> <li>• Institution has Grievance- Redressal Cell and Anti-ragging Committee</li> <li>• The Alumni association needs to contribute significantly to the development plans of the college.</li> </ul>
<p><b>2.5.2 Student Progression:</b></p>	<ul style="list-style-type: none"> <li>• Pass percentage is high.</li> <li>• No specific mechanism exists to collect data related to students progression and employment</li> <li>• Activities of placement cell &amp; career counselling cell need to be strengthened.</li> </ul>

*L. S. K.*  
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2.6.5 <i>Internal Quality Assurance System:</i>	<ul style="list-style-type: none"> <li>• IQAC is in place and meetings are held twice a year.</li> <li>• Regular submission of AQAR to NAAC</li> <li>• Documentation of IQAC record need to be systematized</li> </ul>
2.7 <i>Innovations and Best Practices:</i>	
2.7.1 <i>Environment Consciousness:</i>	<ul style="list-style-type: none"> <li>• Environment friendly activities such as conservation of energy, use of renewable energy, vermin compost unit, biogas unit, and carbon neutrality are viable.</li> <li>• Silent Gen set to limit pollution.</li> <li>• Efforts to be made for Water harvesting, Hazardous waste management and E-waste management.</li> </ul>
2.7.2 <i>Innovations:</i>	<ul style="list-style-type: none"> <li>• Development of communication skill in English.</li> <li>• Botanical Garden</li> </ul>
2.7.3 <i>Best Practices:</i>	<ul style="list-style-type: none"> <li>• Entire college&amp; hostels have power back up</li> <li>• CCTV camera</li> <li>• Biometrics device for Staff attendance</li> </ul>

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*23/11/14*

Section III: OVERALL ANALYSIS	Observations
3.1 Institutional Strengths:	<ul style="list-style-type: none"> <li>• College with Autonomous status.</li> <li>• Supportive management</li> <li>• Good infrastructure facilities for curricular and co-curricular activities</li> <li>• Caters to students belonging to rural and economically weaker sections of the society</li> <li>• Safe environment</li> </ul>
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> <li>• Poor research culture &amp; no academic linkages.</li> <li>• No consultancy</li> <li>• Alumni Association is not yet institutionalised</li> <li>• Limited research projects.</li> <li>• Out of 119 teachers only 20 with Ph.D.</li> </ul>
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> <li>• Enhancement of research activities.</li> <li>• Enhancement of entrepreneurship and skill development programmes for students.</li> <li>• Scope for more institutional linkages for teaching and research.</li> <li>• Publication in high impact factor journals.</li> <li>• Developing a training centre to enhance capacity building of students and teachers.</li> </ul>
3.4 Institutional Challenges:	<ul style="list-style-type: none"> <li>• Sustenance of its name and reputation.</li> <li>• Keeping pace with new technology</li> <li>• Improving Communicative and Competitive skills of the student for employability</li> <li>• Developing IQAC as an effective tool for quality enhancement and sustenance.</li> <li>• Guiding and preparing the students for better success at state and national level competitive examinations.</li> </ul>

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*Section IV: Recommendations for Quality Enhancement of the Institution*

- Introduce PG courses in emerging and need based areas.
- Library to be enhanced with full automation and with more reference books.
- Software to be developed for the management of examination system.
- Upgradation of research culture among the faculty with provision of financial assistance.
- Faculty to be encouraged to undertake major and minor research projects.
- IQAC needs to be strengthened to reinforce quality initiatives.
- Alumni association to be registered.
- Institution to explore possibilities of collaboration with prospective employers, neighbouring industries and other academic institutions.
- Faculty members to explore funding for research projects from various agencies.
- Science laboratories needs to be strengthened.
- Mechanization of kitchen and dining halls.

*Figure 4.1: Observations of the Peer Team as mentioned in this report.*



*Signature of the Head of the Institution*

Principal  
B.K. Jais College of Science & Tech.  
Adaspur, Cuttack

*Signatures of the Peer Team Members:*

Name	Designation	Signature with Date
Prof. S. Sudalaimathu	Chairman	<i>[Signature]</i> 24/11/14
Prof. Ishwar Chandra Shukla	Member Coordinator	<i>[Signature]</i> 20/11/14
Dr. G. Varban Araso	Member	<i>[Signature]</i> 24/11/14
Dr. B.S. Madhukar	Deputy Adviser	

Place: Adaspur, Cuttack, Odisha

Date: 26-11-2014



Udayanath Autonomous College of Science and Technology

Peer Team Visit Schedule

(24<sup>th</sup>, 25<sup>th</sup> & 26<sup>th</sup> November 2014)

Day 0:

2100 - 2200 hrs: Team Discussion-I at the place of stay (Private)

DAY-1- 24.11.2014 (Monday)

8.00AM - 9.00 AM hrs: Team Discussion-II at the place of stay (Private)

9.00AM - Reception of the Guests by Principal / Co-ordinator and students

9.30AM-10.30 AM- Interaction with the Principal

10.30AM-10.40AM - Interaction with IQAC members

10.40AM- 10.55AM - Visit to Dept. of Zoology

10.55AM-11.10 AM - Visit to Botanical Garden

11.10 AM- 11.25AM - Visit to Dept. of Botany

11.25AM - 11.40AM - Visit to Dept. of Physics

11.40AM- 11.55AM - Visit to Dept. of Mathematics

11.55AM-12.10PM - Visit to Dept. of Chemistry

12.10PM-12.25PM- Visit to Dept. of Comp.Sc, BCA & B.Sc ITM

12.25PM-12.40PM - Visit to Dept. of BBA & MPC

12.40PM - 1.00 PM - Visit to Language Lab & Active English Unit

1.00PM - 2.00 PM - Luncheon Meeting with GB members in IT Lab

Post Lunch Session

2.00 PM - 2.20 PM- Visit to Dept. of Commerce

2.20PM - 2.40PM - Visit to PGM Central Library

2.40PM - 2.50PM - Visit to Dept. of Library Science

2.50PM - 3.10 PM - Visit to Autonomous Section

3.10PM - 3.30 PM - Interaction with Students

3.30PM-4.30PM - Interaction with Alumni & Parents

4.30PM-5.00PM - Visit to Prachi Gymnasium & Stadium

5.00PM- 5.30PM - Visit to office

5.30PM - 6.30PM - Checking Documentary Evidences in Conference Hall

6.30PM- 7.30 PM - Cultural Programme by students

9.00PM - 9.00PM - Team Discussion-III at the place of stay (Private)

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24/11/14

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26.11.14

Principal  
UAC (Autonomous College of Science & Tech)  
Adampur, Coimbatore

**DAY-2 - 25.11.2014 (Tuesday)**

9.30 AM - 10.00AM - Visit to the Adopted Village "KENDUBELWA"

10.00AM - 10.20AM - Coffee break in the Principal's chamber

10.20AM- 10.30AM - Visit to Dept. of Education

10.30AM-10.40AM - Visit to Dept. of Psychology

10.40AM - 10.50AM - Visit to Dept. of English

10.50AM - 11.00 AM - Visit to Dept. of Sociology

11.00AM - 11.15 AM - Visit to Dept. of History

11.15 AM - 11.30 AM - Visit to Dept. of Women's Studies

11.30AM - 11.45AM - Visit to Dept. of Philosophy

11.45AM-12.00 PM - Visit to Dept. of Odia

12.00PM - 12.10PM - Visit to Dept. of Pol. Science

12.10PM -12.20PM - Visit to Dept. of Sanskrit

12.20PM - 12.40PM - Visit to Dept. of Economics

12.40PM - 12.50PM - Visit to Dept. of Hindi

12.50PM - 1.00PM - Visit to Extension services

Lunch Break (1.00PM - 2.00PM)

**Post Lunch Session**

2.00PM - 2.30PM - Visit to Hostels

2.30PM - 3.00PM - Visit to Administrative Section

3.00 PM - 3.30PM- Interaction with Non Teaching Staff

3.30PM - 4.00PM - Interaction with Teaching Staff

4.00PM - 5.00PM - Checking Documentary evidences

5.00PM - 5.30PM - Discussion with the Principal

8.0PM - 11.00PM: Team Discussion-IV at the Place of Stay and reporting writing

**DAY -3 -26.11.2014(Wednesday)**

9.00AM-10.00AM - Report writing Continues

10.00AM -10.30AM - Sharing of report with the Principal

10.30AM - 11.30AM - Finalization of Report

11.30AM - 12.00AM - Exit Meeting

12.00AM-1.00PM - Lunch

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14/11/14

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26/11/14

Principal  
Kendubelwa  
Adoptive Contact



*Certificate of Accreditation*

**NAAC**

*for Quality and Excellence in Higher Education*



2019-2020

राष्ट्रीय सूक्ष्मांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission

Wahidul Hasan



Communication cum Publication Officer

NAAC/WSE/Com-RAA/EC (1<sup>st</sup> SC)/70/2019/

27<sup>th</sup> December, 2019

The Principal  
University Autonomous  
College of Science & Technology  
Purba Jagannagar,  
AT/PO Adaspur,  
Dist. Cuttack - 754 011  
Odisha

Dear Sir/Madam,

Greetings from NAAC!

The Executive Committee of NAAC in its 61<sup>st</sup> meeting held on 27<sup>th</sup> February, 2019 has decided that henceforth there will be an "NAAC Accreditation Award Ceremony" and the original certificate of accreditation with the Quality Profile should be prepared and deposited to accredited institutions.

As directed by the Director, NAAC, I am herewith enclosing the Certificate of Accreditation of your Institution. We wish the Institution all success in its efforts to become a lead Quality Institution of Higher Learning.

Kindly acknowledge the receipt of the certificate.

With warm regards,

Yours sincerely,

(Wahidul Hasan)

Encls: 4/4

भू. सं. सं. 4, 1075, बंगलूर, वे.प. - 562 072, बंग. प.स. सं. 1075, बंगलूर, बंगलूर - 562 072, INDIA  
20000 BANGALURU, KARNATAKA, INDIA



एन.ए.ए.सी. का राष्ट्रीय मानक शिक्षा नियंत्रक  
National Assessment and Accreditation Council  
The National Council for Higher Education

एन.ए.ए.सी. का राष्ट्रीय मानक शिक्षा नियंत्रक  
National Assessment and Accreditation Council  
The National Council for Higher Education

## Certificate of Accreditation

*The Executive Committee of the  
National Assessment and Accreditation Council  
on the recommendation of the duly appointed  
Peer Team is pleased to declare the  
Udayanathi Autonomous College of Science & Technology  
Adyar, Dist. Coimbatore, affiliated to Utkal University, Orissa as  
Accredited  
with CSPA of 2.10 on four point scale  
at B grade  
valid up to December 30, 2019*

*Date : December 10, 2019*



*Arushi Arora  
Director*





राष्ट्रीय मूल्यांकन एवं प्रत्यापन परिषद

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission

## Quality Profile

Name of the Institution : Udayanath Autonomous College of Science & Technology  
Place : Achampur, Dist. Cuttack, Odisha

Criteria	Weightage (W <sub>i</sub> )	Criteria-wise Weighted Grade Point (ΣW <sub>i</sub> G <sub>i</sub> )	Criteria-wise Grade Point Average (ΣW <sub>i</sub> G <sub>i</sub> /ΣW <sub>i</sub> )
I. Curricular Aspects	150	450	3.00
II. Teaching-Learning and Evaluation	300	840	2.80
III. Research, Consultancy and Extension	150	350	2.33
IV. Infrastructure and Learning Resources	150	280	1.86
V. Student Support and Progression	100	240	2.40
VI. Governance, Leadership & Management	100	270	2.70
VII. Innovation and Best Practices	100	230	2.30
<b>Total</b>	<b>ΣW<sub>i</sub> = 1000</b>	<b>ΣW<sub>i</sub>G<sub>i</sub> = 2700</b>	

$$\text{Institutional CGPA} = \frac{\sum W_i G_i}{\sum W_i} = \frac{2700}{1000} = \boxed{2.70}$$

Grade = **B**

Descriptor = **GOOD**

Date : December 26, 2014



*Manish*  
Director

- This certificate is valid for a period of five years with effect from December 31, 2019.
- An institutional CGPA in this grade is in the range of 2.51 - 2.99 (Average 2 grade).
- These Grades, 2.51 - 2.99 denote 2 grade (Good), 1.00 - 2.50 denote 3 grade (Satisfactory).
- Scores rounded off to the nearest integer.

## ANNEXURE III

### PRIORITY LIST

- I. Smart Class room
- II. Opening up new courses in PG. (Economics, Mathematics, Chemistry, Psychology, Political Science, Education, Botany, Zoology).
- III. Opening up new courses in UG. (Statistics, Geology, Anthropology)
- IV. Opening up sports based curriculum – BP Ed, MP Ed.
- V. Opening up translation, culture and painting.
- VI. Hostel for SC/ST/PHY
- VII. Advanced lab.
- VIII. Auditorium (Exam. Hall)
- IX. Solar System.
- X. Cultural Museum
- XI. Automation
- XII. Research centre
- XIII. Synthetic Tennis Court
- XIV. Synthetic Badminton Court
- XV. Developed Football ground
- XVI. Skilled Development centre
- XVII. Digital Library
- XVIII. CCTV Surveillance
- XIX. Sky study centre
- XX. Innovation centre

## ANNEXURE IV

### CORRESPONDENCE FOR IDP PREPARATION

SL.NO.	DATE	CONTENTS
1	07.12.2016	Training program on IDP for World Bank assisted project at XIMB, Bhubaneswar.
2	28.12.2016	Training program on IDP for World Bank assisted project at XIMB, Bhubaneswar.
3	05.01.2017	Training program on IDP for World Bank assisted project at XIMB, Bhubaneswar.
4	24.01.2017	Workshop on IDP at NCD5, Chandrasekharpur Bhubaneswar.
5	10.02.2017	Operation manual for IDP.
6	16.02.2017	Training on preparation of IDP at Utkal University, Bhubaneswar
7	28.02.2017	Training on preparation of IDP at Utkal University, Bhubaneswar
8	15.03.2017	Resource person for various group of IDP preparation



**ANNEXURE V**  
**TRAINING AND WORKSHOP FOR IDP**  
**PREPARATION**

SL.NO.	DATE	CONTENTS
1	06.01.2017 07.01.2017	Training program on IDP for World Bank assisted project at XIMB, Bhubaneswar.
2	02.02.2017	Workshop on IDP at NCDS, Chandrasekharpur Bhubaneswar.
3	23.02.2017	Training program on IDP for World Bank assisted project at Utkal University, Central Library Bhubaneswar.
4	08.03.2017	Workshop on IDP at Auditorium Hall, Utkal University, Bhubaneswar.

## ANNEXURE VI

### LIST OF CONSULTATION PROGRAM FOR IDP

SL.NO.	CONTENTS
1	Consultation with Head of the Department
2	Consultation with Teaching staff
3	Consultation with Women/SC/ST/PH
4	Consultation with Student
5	Consultation with Alumni
6	Consultation with Professor and Emeritus
7	Consultation with Non Teaching staff
8	Consultation with Core Committee
9	Consultation with Administrative Staff
10	Consultation with Parents
11	Consultation with Governing Body

## **ANNEXURE VII**

### **PHOTOGRAPHS OF CONSULTATION PROGRAM**



Photo – 1 (Orientation on IDP for World Bank assisted Project)



Photo – 2 (Workshop on IDP, Consultation with teaching staff)



Photo – 3 (Core committee and Consultation with Women/SC/ST/PH)



Photo – 4 (IDP Co-ordinator briefing the motto of IDP)



Photo – 5 (View of a student presenting his views for preparing IDP)



Photo – 6 (View of students participation in consultation meeting)



Photo – 7 (Consultation with Professor Emeritus for the preparation of IDP)



Photo – 8 (Brainstorming with Professor Emeritus for the preparation of IDP)



Photo – 9 (Brainstorming with Professor Emeritus for the preparation of IDP)



Photo – 10 (Consultation with Teaching staff)





Photo – 11 (Consultation with Teaching staff)



Photo – 12 (Consultation with Teaching staff)



Photo – 13 (Consultation with Teaching staff)



Photo – 14 (Consultation with Head of the Department)



Photo – 15 (Consultation with Core Committee)



Photo – 16 (View of the faculty present in consultation meeting)



Photo – 17 (Consultation with Non-Teaching Staff for the preparation of IDP)



Photo – 18 (Consultation with Non-Teaching Staff for the preparation of IDP)



Photo – 19 (Consultation with Alumni for the preparation of IDP)



Photo – 20 (Consultation with Alumni for the preparation of IDP)



Photo – 21 (Consultation with Students for the preparation of IDP)



Photo – 22 (Consultation with Students for the preparation of IDP)





Photo – 23 (Consultation with Students for the preparation of IDP)



Photo – 24 (Consultation with Parents for the preparation of IDP)



Photo – 25 (View of the parents presented for the consultation of IDP preparation)



Photo – 26 (Brainstorming of Governing Body for the preparation of IDP)

( President GB – S. T. Karungo, Prof. P.S.Tripathy (UGC Nominee), Prof. K.K. Basu (V.C. Nominee), Prof. D. Singh (Principal), Sri B.B. Routary, Dr. S. Parhi )





Photo – 27 (Brainstorming of Governing Body for the preparation of IDP)

(Prof. D.P. Nanda, Director Higher Education, Odisha)



Participation in workshop on IDP Preparation



Training at XIMB, Bhubaneswar

THIS IS TO CERTIFY THAT

*Dr. Krupasindhu Pradhan*

PARTICIPATED IN THE TWO-DAY  
TRAINING PROGRAMME

ON

## Successful Institutional Development Plan

for World Bank assisted project "Odisha Higher Education Programme for achieving  
Excellence & Equity"

*held during January 6 - 7, 2017*

AT

XAVIER INSTITUTE OF MANAGEMENT  
BHUBANESWAR.

*Paul Fernandes*

Prof. Dr. Fr. Paul Fernandes, S.J.  
Vice-Chancellor, XIIM

*[Signature]*

Prof. Bharati Kumar Babinipati  
Programme Coordinator

*Sushita Pal*

Prof. Sushita Pal  
Programme Coordinator

THIS IS TO CERTIFY THAT

*Mrs. Sujata Mishra*

PARTICIPATED IN THE TWO-DAY  
TRAINING PROGRAMME  
ON

## Successful Institutional Development Plan

for World Bank assisted project "Odisha Higher Education Programme for achieving  
Excellence & Equity"

*held during January 6 - 7, 2017*

AT

XAVIER INSTITUTE OF MANAGEMENT  
BHUBANESWAR.



Prof. Dr. Fr. Paul Fernandes, S.J.  
Vice-Chancellor, X.I.M.



Prof. Marek Kumar Bahinipati  
Programme Coordinator



Prof. Suchitra Pal  
Programme Coordinator

## **OTHER DOCUMENTS**

## Operations Manual for IDG Grant for Colleges under OHEP/EE

### Procedure for the IDG approval process

Sl. No.	Activity	Timeline
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2.	Orientation to the colleges for preparation of IDG proposal	Jan. 2017
3.	IDG development training at each affiliating universities (will include social development plan & IDP)	By 28 Feb. 17
4.	Last date for submission of IDG proposal	15 <sup>th</sup> March 17
5.	Formal feedback on IDG by the member trainers from 17 tribal Universities in consultation with affiliating universities, architect & outside Orissa educationist (IDP, financial propriety, objective orientation, civil work regulation compliance)	By 10 <sup>th</sup> April 2017
6.	Revision and final submission deadline	15 <sup>th</sup> April 2017
7.	Evaluation & selection of IDG proposal by the expert committee as per the rules mentioned in section 2.4	By 31 <sup>st</sup> May 2017
8.	Signing of agreement between colleges and DHE for IDG support	By 10 <sup>th</sup> June 2017

IDP: Institutional Development Plan

QEC: Quality Enhancement Committee

PRC: Peer Review Committee (for proposals of Centers of Excellence)

EC: Executive Committee

### 1. Fund disbursement modalities

- 1.1. For the funding purposes the eligible colleges will be classified in two categories as follows:
  - Category A: Degree colleges from the 14 tribal dominated districts of Odisha.
  - Category B: Degree colleges from non-tribal dominated districts of Odisha.
- 1.2. The colleges will compete within their respective categories. At the end of evaluation process there will be two separate lists for each category based on their respective category score.
- 1.3. Activities and requested funding under the IDP can complement but not duplicate current or future funding being received under RUSA. If a participating college receives a specific grant amount from RUSA for the activities proposed/funded under OHEP/EE IDP, equivalent amount will be deducted from the total proposed/accepted IDP.

- 1.4. Every selected college will receive mobilization grant of 15% of the total approved Institutional Development Grant (IDG) upon signing of the MOU for the IDG grant. Subsequent annual disbursements will be subject to achieving performance indicators proposed by the Institution and utilization of 80% of grant received in earlier tranche. (mentioned in section 4)
- 1.5. Performance measurement will be done annually on the basis of indicators which will include the compulsory indicators mentioned in the section 5.
- 1.6. A college can spend a maximum of 60% of the total approved IDG towards civil works & equipment.

## **2. IDG Grant approval procedure and specifications**

### **2.1. Preparation of IDG proposal**

- 2.1.1. OHEPSE will invite eligible colleges to submit their IDG proposal in the format earlier sent to the colleges for IDG support.
- 2.1.2. A college will be deemed eligible to apply for the IDG proposal submission if it is to satisfy following criteria –
  - College is NAAC accredited / has submitted the Self Study report to the NAAC
  - College is either government college or a government aided college or a block grant college
- 2.1.3. Eligible colleges will be provided guidance in the form of workshops by designated institutions (Utkal University) for preparation of the IDG proposal
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- 2.1.5. The IDG proposal should be signed by Chairman, Governing Body / Management Committee.
- 2.1.6. Formal feedback on IDG will be given by the master trainers from Utkal University in consultation with affiliating universities, architects and educationists outside Odisha. The feedback will be on the lines of Environmental Management, financial propriety, objective orientation and compliance with civil works regulation.

### **2.2. Evaluation of the IDG proposals**

- 2.2.1. Each proposal will be evaluated by three experts from the committee separately on the basis of criteria given in section 2.4 and the experts will provide their comments in the format provided by DHE.
- 2.2.2. The evaluation committee consisting of 10 members will be appointed by State Project Director (SPD), OHEPSE. The experts will be required to meet the following criteria:

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<sup>1</sup> Definition.

- The experts will not have any formal ongoing collaboration or contractual relationship with higher education institutions in Odisha participating in the OHEPCE project
- The experts should not be involved in the preparation process of the IDP plans
- The experts will excuse themselves from the evaluation of IDPs from a institutions from which they have received a higher degree (graduation, post-graduation, M. Phil and Ph.D degrees)
- The experts will remain anonymous, their identity will be known only to the Department of Higher Education and the Project Directorate
- The experts should be senior academicians. They could (but not exclusively) include current or ex-VC and Deans, administrators familiar to the higher education sector, Registrars, etc

2.2.3. The members of the evaluation committee will use the terms of reference and an evaluation template as provided by DHE.

### 2.3. Criteria for evaluation of IDG proposals (colleges)

The evaluation of the IDG proposals will be based on following criteria

Sl.No.	Evaluation criteria	(Marks)
1	Process of preparation of IDG proposal – (10 marks) <ul style="list-style-type: none"> <li>• Details of stakeholder consultation,</li> <li>• SWOT analysis quality,</li> <li>• coherence with state/region needs</li> <li>• Were NAAC recommendations taken on board</li> </ul>	10
2	Quality of Implementation plan (20 marks) <ul style="list-style-type: none"> <li>• Implementation arrangements – identification of implementation gaps</li> <li>• Feasibility of implementation Plan including civil works</li> </ul>	20
3	Interventions meeting the objectives of excellence, equity, and governance. Will interventions result in meeting the project development objective? (40 marks) <ul style="list-style-type: none"> <li>• Quality improvement               <ol style="list-style-type: none"> <li>1. Implementation of CBCS</li> <li>2. Teacher training</li> <li>3. Pedagogy improvement</li> </ol> </li> <li>• Equitable access</li> <li>• Employability of graduates</li> <li>• Governance and management improvement</li> </ul>	40
4	Monitoring & Evaluation efficiency – (15 marks) <ul style="list-style-type: none"> <li>• Appropriateness of indicators and proposed targets</li> <li>• Description of systems for M&amp;E</li> </ul>	15
5	Sustainability of the proposed interventions – (15 marks) <ul style="list-style-type: none"> <li>• Alternate arrangements to meet costs of interventions</li> <li>• Increasing retention of outcomes accrued</li> </ul>	15



	<ul style="list-style-type: none"> <li>Plans for environmental sustainability and continued operations and maintenance</li> </ul>	
	TOTAL	100

2.3.1. The experts will submit their remarks and final score (out of 100) in the set template.

2.3.2. The IDG proposals will be ranked on the basis of average score given by three members of the Evaluation Committee. In case of huge variation in one expert's score with respect to others the proposal will be evaluated by a fourth evaluator from the committee and the fourth evaluator's score will be taken or based for average.

2.3.3. The Evaluation Committee's report and its recommendation for selection will be reviewed and validated by the SPD and funds will be allocated accordingly.

2.3.4. The list of selected colleges from each category will be placed in the public domain and published on DHE's website.

2.3.5. There will be cost adjustment by PD and fund allocation will be decided accordingly.

2.3.6. Signing of MoU with the institutions after fulfillment of some necessary modifications suggested in the process.

### 3. Performance Contract (MoU)

3.1. After the final selection of the proposals by the Steering Committee of OHEPEE and the publication of the list of selected and awarded proposals on the website of OHEPEE, the principals of the selected colleges will be invited by OHEPEE PD to sign the Performance Contract. The Contract will be binding on the following participating parties:

1. Government of Odisha – the awardee, represented by the Principal Secretary of DHE,
2. College – the recipient, represented by the college principal.

### 4. Eligible activities in the IDG

- o EQUITABLE ACCESS:
  - Enhancing equity through remedial classes/counselors;
  - Student benches especially for women and ST/SC students;
  - Induction training for ST/SC;
  - Equipment/teaching aid for differently abled students;
  - Support to starting new degree programs, diploma and/or certificate programs;
  -
- o TEACHING-LEARNING ENVIRONMENT:
  - Establishment of library's/resource centres;
  - Smart classrooms;
  - WiD/smart campus;
  - Language labs;
  - Extracurricular activities;
  - Community outreach activities;

- o QUALITY:
  - Employment oriented courses/courses (Skills development);
  - Career and counselling centres/placement cells, industry internships;
  - Entrepreneurship programs
  - College-industry partnership;
  - Integration of skills development in curriculum;
  - Enhancing capacity for R&D activities/laboratories;
  - Design and offering of CBCS courses;
  - Academic exchange, International partnership;
  - Bringing external industry and corporate professionals for skill based courses
- o CIVIL WORKS AND EQUIPMENT:
  - Minor civil works
  - Furniture and equipment for laboratories and other educational facilities
- o AUTONOMOUS COLLEGES
  - Curriculum development and innovation;
  - Online examination system
- o GOVERNANCE AND MANAGEMENT
  - Strengthening Internal quality assurance cells;

***Mandatory activities to be included in the MOU with institutions that will receive the IDGs:***

- o Institutional Development Plan
- o Engagement of contractual teachers (to be deployed from the pool of former ad-hoc lecturers by the DHE)
- o Participation in the governance benchmarking scorecard exercise (year 2 & 4)
- o Establishment of graduate student tracking surveys
- o Annual reports (Financial year)
- o Audit reports (CA audited)
- o Financial reports (Annual accounts)

**5. Performance evaluation of IDG and verification protocols**

**5.1. Compulsory performance indicators**

- Submission of Annual Report for past academic year
- Renewal of accreditation (if the NAAC accreditation cycle lapses during project period)
- Submission of Audit Report for past financial year by September 30th.
- Completion of data entry using CAPA.
- Creation/composition of Board of Governors and their functioning based on regulations issued by DHE.
- Faculty should be encouraged to take short-term faculty training courses targeted at upgradation of pedagogical and leadership capability of faculty

3.2. In addition to these indicators the colleges will be required to identify suitable relevant indicators to measure their progress.

3.3. A college will be eligible to get the next tranche of money if it achieves satisfactory performance against the performance indicators. The disbursement will be subject to utilization of 80% of the grant amount.

3.4. There will be half-yearly performance indicator reporting and indicator linked to disbursement would be appraised accordingly.

3.5. CHEPPE PMU will do a third-party verification against the claims of colleges for a random sample every year.

#### 6. Monitoring and Evaluation

##### 6.1. Reporting

6.1.1. Reporting against performance indicators will be done half-yearly.

6.1.2. The reporting will comply with the verification protocol mentioned by the college in its IDG and will adhere to the prescribed sources for data.

##### 6.2. Data Management

6.2.1. The college is expected to manage the data for performance indicators.

#### 7. Procurement

7.1. The college will use the procurement manual which will be published by the Government of Odisha OHS.

#### 8. Environment Management

8.1. Please confirm that the IDP does not include any of the following activities:

S. No.	Activity	Included in IDP (tick if applicable)	Not included in IDP (tick if applicable)
1	Procurement of equipment dealing with radioactive material or hazardous material.		
2	Construction using asbestos containing materials.		
3	Construction within all protected areas (National Parks, Wildlife Sanctuaries, Elephant Corridors, Tiger Reserves, Elephant Reserves, Biosphere Reserves) and, construction within Eco-Sensitive Zones for which final or draft notifications have been published by the Ministry of Environment, Forests and Climate Change, Government of India.		
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#### o TEACHING-LEARNING ENVIRONMENT:

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2	Construction using asbestos containing materials.		
3	Construction within all protected areas (National Parks, Wildlife Sanctuaries, Elephant Corridors, Tiger Reserves, Elephant Reserves, Biosphere Reserves) and, construction within Eco-Sensitive Zones for which final or draft notifications have been published by the Ministry of Environment, Forests and Climate Change, Government of India.		
4	Construction within 300 meters radius of archeological monuments identified		

# Institutional Perspective Plan

## 2023-28

# INSTITUTIONAL DEVELOPMENT PLAN



UDAYANATH AUTONOMOUS COLLEGE OF SCIENCE AND TECHNOLOGY,  
PRACHI GYANAPEETHA, ADASPUR, CUTTACK



Dear Students and Faculty

It is with great pleasure and optimism that I present to you our Institutional Development Planning document for the coming years. As we stand at the threshold of a new era in education, it is imperative for us, as an autonomous college, to chart a course that not only meets the demands of the present but also anticipates the needs of the future.

Our commitment to excellence, innovation, and exclusivity forms the bedrock of our planning process. Through rigorous introspection, consultation, and collaboration, we have crafted a roadmap that not only aligns with our institutional vision but also fosters growth, resilience, and sustainability.

In this document, you will find a comprehensive overview of our strategic priorities, goals, and initiatives across various facets of academic, administrative, and infrastructural development. From enhancing the quality of teaching and learning to fostering research and innovation, from promoting diversity and equity to strengthening community engagement, our planning endeavors to address the multifaceted needs of our stakeholders.

As we embark on this journey of transformation and progress, I urge all members of our college community to actively participate, contribute, and collaborate towards realizing our shared aspirations. Together, we have the potential to shape a future that is not only academically enriching but also socially impactful and globally relevant.

I extend my heartfelt gratitude to everyone who has been involved in the formulation of this planning document. Your dedication, insights, and enthusiasm have been invaluable in shaping our collective vision for the future.

Let us move forward with confidence, determination, and a shared sense of purpose, as we strive to realize our institutional goals and aspirations.

Warm regards,

Principal

Mr Arun Kumar Swain

Udayanath Autonomous College of Science and Technology, Adaspur, Cuttack

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08	Need Assessment	
09	Metrics and Targets	
10	Five Year Plan	
11	Institutional projected Budget (Rs. In Crores)	

**PART - A****I. INSTITUTIONAL BASIC INFORMATION****A. NAME AND ADDRESS OF THE INSTITUTION:**

Name of the Institution	Udayanath (Auto) College of Science & Technology
Address for communication	Frachi-Juanapotha, Adaspur, Cuttack, Odisha pin- 754011
Website	<a href="https://udayanathcollege.ac.in/">https://udayanathcollege.ac.in/</a>
Phone no.	0671-2871255
Email	adaspurcollege@gmail.com

**B. GEOGRAPHICAL PRESENCE:**

Sl No.	Particulars	Response				
		Rural	Urban	Peri-urban	Tribal	Any other
1	The geographic location of the college (respond 'Yes' in the appropriate box)	Yes				
2	Location of the college (respond 'Yes' in the appropriate box)	Coastal	Eastern Yes	Western	Northern	Southern
3	Name of the place	Adaspur, Cuttack				
4	Mention the approximate population the college is serving	50,00,000				

**C. VISION :**

To flourish as a premier institute of higher learning in an ambience conducive to promoting innovative ideas and best practices in teaching, learning, research, extension, examination, and outreach activities among the rural youth to enhance their quality of life by identifying the rural need and meeting the rural demand with all sorts of efforts-the heart within and God overhead and provide opportunities for them to realize their full potential that embraces ability, respect, and trust.

**D. MISSION :**

- To provide meaningful education, environment, opportunities, and experiences that enable, more particularly, rural students to develop themselves as good, well-rounded, and creative individuals.
- To develop Scientific Temper and Critical Thinking with the inculcation of values of discipline, hard work, and team spirit that makes them joyful and accessible to it.
- To impart quality education for the development of an enlightened, socially conscious, knowledgeable, cultured, cohesive, progressive, and skilled community.
- To enable students for meaningful and satisfying lives and work roles, and economic independence with ethical and constitutional values, intellectual curiosity, and spirit of service.
- To nurture talent and lead students in exploring new vistas of creativity with zeal.

## E. CORE VALUES :

1. **Quality Teaching:** We have highly competent and dedicated faculties, well equipped Library and laboratory for practical, well-designed curriculum that is comprehensive and up-to-date, Modern teaching methods like active learning, project-based learning, group discussion, seminars, workshops, field survey, exposure visit etc. are used in our campus.

2. **Individualized Learning:** Advanced learner and Slow learners are identified recognizing them with the help of IQ test by Department of Psychology so that each student has unique learning needs and we are providing personalized support and resources to slow learners to succeed.

3. **Assessment Practices:** Implementing fair and effective assessment practices such as Monthly test, Mid-semester, End-semester, Seminar, project work that measure student learning and Skills.

4. **Equity and Inclusion:** Creating a friendly learning environment where all students feel valued, respected, free to share their problems and supported their abilities or circumstances which is fundamental to excellence in education.

5. **Continuous Professional Development:** Faculties are involved in Refresher Course, Faculty Development Programme, training programme to enhance their skills, focus on research and best practices, and adapt to changing educational needs for development.

6. **Parent and Community Involvement:** Engaging parents, families, and the broader community in the educational process by regular Parent Teacher Meetings which provide additional support and resources for students and contribute to their overall development.

7. **Infrastructure and Resources:** Adequate infrastructure, resources, and facilities—including technology, libraries, ICT-Classroom, Multi-purpose hall and extracurricular activities including Sports facilities (Swimming Pool, Outdoor and Indoor Stadium, Gym), Club and Cell, NCC, NSS, YRC, BR, Self Defence Training for girls students, Yoga etc. can create a conducive learning environment and facilitate student achievement.

F. Does the Institution have a Strategic Plan : Yes

G. Is the Institution approved by a regulatory body: Yes

## II. Type of Institution:

Central Govt.	State Government	Govt. Aided	Private Unaided	Autonomous	Self-Financing	Local Body	Any other
		Yes		Yes			

## I. Status of Institution:

Autonomous Institute (as declared by the university)	Non-autonomous	Deemed University	Constituent Institution	Specialized College	Any other (pl. Specify)
Yes					

**J. Category of Institution: (Gender & Social)**

Gender		Social	Any other (pl. Specify)
Co-educational	For Women's only	For Differentially-abled students	
Yes			For all irrespective of religion, caste, Cred and colour

**K. Establishment Details:**

Sl. No.	Establishment Details	
1	Year of establishment	1991
2	Name of the University to which the institution is Affiliated	Utkal university
3	Year of Affiliation with University	1991
4	Nature of Affiliation (Permanent Temporary)	Permanent
5	Current status of affiliation (active / expired)	Active

**L. Autonomy Details:**

Sl. No.	Autonomy Details	
1	Date/year of Autonomy granted	07.01.2009
2	Period of Autonomy granted	2009 to 2023
3	Current Autonomy status	Applied for
4	Plan for fresh Autonomy extension or renewal	Applied for

**M. Accreditation Details**

Is the Institute accredited? (Yes/No)	Yes	Period for Institution-accredited	2014-2019
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Name of the Accreditation Body	NAAC	Current Accreditation (active/expired)	Expired
Year of last accreditation	2014	Current / Last Accreditation Grade	B
Rank in the National Institute of Ranking Framework (NIRF) of the institute	In Progress		

#### N. Implementation of core values and principles

Sl No.	Particulars	Responses
1.	How are the policies and code of conduct enforced effectively in the institution?	All members of the institution are aware of the policies and code of Conduct and the information easily accessible through handbooks and websites. Providing training and education sessions to students, faculty, and staff to ensure the expectations outlined in the policies. Individuals are accountable for their actions by implementing appropriate consequences for violations of policies and the code of conduct.
2.	How are strategic plans contributing to the core values and principles of the institution?	It helps to maintain the all round growth of the students and achieve excellence over a period of time. It also helps in allocation of resources for achieving excellence in education through various mechanisms.
3.	How are the curriculum and academic programs aligned with the core values and principles of the institution?	It helps in enhancing the employ-ability of the students and also enhance their skills. Academic programs are structured to uphold high standards of excellence. Curriculum are designed keeping in view the core value of the institution and Local needs.
4.	How do the faculty and staff demonstrate and promote the core values of the institute?	The faculty members often uses innovative teaching methods and technologies to enhance the learning experience and engaging students in active learning. They also contribute to the advancement of knowledge through research. Refresher course, Faculty development programmes, Faculty members are trained through Workshops ad hands on training programme.
5.	What are the yearly training programs, workshops, and seminars organized to enhance skills related to, (specify in detail and add rows if necessary)	Different Department are organizing seminars, Webinars and Workshops to enhance their skill and espouse the inherent talent of the students. Value added courses and skill enhancement courses are introduced as per the requirement of the stake holders. Training programmes are organized for Teaching and Non-teaching members to make them update with Modern technologies.
a)	Cultural Competence	Cultural Club of the institution organizes various event to promote the cultural competence of the students. The winners

		represents our college in State and National level competition.
b)	Inclusive Teaching Practices	<p>Establishing a Welcoming Environment</p> <p>Multiple Means of Representation Provide content in various formats (text, audio, video) to accommodate different learning styles and abilities. Incorporate diverse perspectives in readings, examples, and media.</p> <p>Feedback and Assessment Practices Provide constructive feedback that focuses on growth and improvement rather than solely on performance.</p> <p>Accessible Learning Materials Ensure that course materials, including textbooks, handouts, and online resources, are accessible to students with disabilities. Provide alternative formats or accommodations as needed.</p> <p>Encourage active participation from all students by creating opportunities for discussion, reflection, and collaboration.</p> <p>Respect diverse viewpoints and create a safe space for sharing ideas.</p>
c)	Ethical Leadership	<p>Ethical leaders in colleges emphasize the importance of academic honesty and integrity among students, faculty, and staff. They implement policies and practices to prevent plagiarism, cheating, and other forms of academic dishonesty, while also educating the community about the value of ethical scholarship.</p>
d)	Other values	<p>Personal growth of the students and staff, improve critical thinking and problem solving capacity of the students leadership and collaboration, Cultural and Global awareness among staff and students.</p>
6.	How does the institution provide programs, resources, and services that promote student well-being, personal growth, leadership development, and engagement, all guided by the institution's values?	<p>The institution has a "student council" which constitutes student leaders from various class and teachers. It provides opportunities for students to develop leadership skills, team work, communication, and organizational abilities through participation in various council activities and projects.</p>
7.	How does the institution engage with the local and global community, applying its core values to contribute positively to society regarding social, environmental, and economic challenges?	<p>The learner of the institutions is properly trained through various curricular and Co-Curricular activities to face social, political economic and environmental Challenges. It is undertaken through Community Partnerships, Service-Learning Programs and Research and Innovation.</p>

8.	How does the institute communicate its core values and principles through social media, websites, and publications?	Website, Face book, Whats App, Instagram, News paper
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O. Detail about the Head of the Institution

Name	Mr. Arun Kumar Swain
Professional Position (Professor /Reader/ Lecturer)	Reader
Professional Responsibility (Regular / In-charge /Any other) (Pl. Specify)	In-charge
Mobile Number	7325898996
Email Address	adaspurcollege@gmail.com

P. Detail about Nodal Officers of the institution

Head and Nodal Officer	Name	Mobile Number	e-Mail Address
IDP Coordinator	Dr. Krupasindhu Pradhan	9437041904	eco.krupa@gmail.com
IDP Associate Coordinator	Mrs. Sujata Mishra	9178202627	mishrasujata2007@gmail.com
Academic Coordinator	Dr. Bijaya Kumar Nayak	9438464623	bijayakumarphal23@gmail.com
Civil Works In charge	Er. D.P. Mohapatra	8260413244	dpmohapatra5@gmail.com
Coordinator Financial Aspects	Mr. S.K. Mohapatra	9937135350	mohapatrasankanta@gmail.com

Q. Detail about the IDP team of the institution

Sl. No.	Details	Response
1	No IDP team member	4
2	Does the institute develop any IDP before (Yes/No)	Yes
3	Agency supporting for the IDP	OHEPEE
4	Duration of the previous IDP (from ..... to.....)	2017-2023
5	Key aspects planned in the previous IDP	Smart classroom, Solar system, CCTV Surveillance, Sky Study Centre, Digital Library
6	Major aspect(s) of previous IDP addressed the institution? (outcomes)	Opening up new Courses in PG & UG, Smart classroom, Solar system, CCTV Surveillance, Sky Study Centre, Digital Library



## II. ACADEMIC INFORMATION

### A. ACADEMIC INFORMATION (2023-2024) (PL. ADD ROWS AND COLUMNS AS REQUIRED)

Sl No	Program/ Course	Course Duration (In month)	Sanctioned intake	Whether eligible for Accreditation (Yes/No)	Accreditation Cycle-wise Details	Student strength in the Academic year (2023-24)				
						Boys	Girls	Total	Vacancy	No. of applications received
UG Arts										
1	Economics	36	32	Yes	First cycle B+ Second Cycle B	5	15	21	11	
2	Education	36	32	Yes		5	21	26	6	
3	English	36	16	Yes		3	9	12	4	
4	Geography	36	32	Yes		7	13	20	12	
5	Hindi	36	32	Yes		4	21	25	7	
6	History	36	32	Yes		14	16	23	9	
7	Library Science	36	16	Yes		4	4	8	8	
8	Odia	36	48	Yes		13	31	44	4	
9	Philosophy	36	32	Yes		12	15	27	5	
10	Political Science	36	32	Yes		12	15	27	5	

11	Psychology	36	32	Yes		5	25	25	7	
12	Sanskrit	36	32	Yes		2	10	12	20	
13	Sociology	36	32	Yes		3	22	25	5	
14	Women's Studies	36	16	Yes		0	2	2	14	

UG Science

1	Botany	36	112	Yes	First cycle B+ Second Cycle B	12	44	56	56	
2	Chemistry	36	128	Yes		26	28	54	74	
3	Computer Science	36	64	Yes		40	23	63	1	
4	Geology	36	48	Yes		18	16	34	14	
5	Mathematics	36	64	Yes		13	09	24	40	
6	Physics	36	128	Yes		45	40	85	4	
7	Zoology	36	112	Yes		19	51	70	42	
8	Statistics	36	48	Yes		2	2	4	44	
9	BBA	36	30	Yes		21	9	30	0	
10	BCA	36	30	Yes		19	11	30	0	

11	B.Sc.ITEM	36	30	Yes		23	07	30	0	
UG Commerce										
1	Commerce	36	256	Yes	First cycle B+ Second Cycle B	72	32	104	152	
PG Program										
1	MA in English	24	32	Yes	First cycle B+ Second Cycle B	4	15	19	13	
2	MA in History	24	32	Yes		2	21	23	9	
3	MA in Odia	24	64	Yes		5	58	63	1	
4	MA in Philosophy & Critical Thinking	24	32	Yes		1	8	9	23	
5	MA in Analytical & Applied Economics	24	32	Yes		2	6	8	24	
6	MA in Education	24	32	Yes		7	25	32	32	
7	MA in Hindi	24	32	Yes		0	0	0	32	
8	MA in Political Science	24	32	Yes		4	23	27	5	
9	MA in Sociology	24	32	Yes		2	14	16	16	
10	MA in Sanskrit	24	32	Yes		2	14	16	16	

11	MA in Clinical Psychology	24	32	Yes		1	29	30	2	
12	MSc in Physics	24	32	Yes		10	22	32	32	
13	MSc in Botany	24	32	Yes		2	27	29	3	
14	MSc in Chemistry	24	32	Yes		19	13	32	32	
15	MSc in Computer Science	24	30	Yes		1	2	03	27	
16	MSc in Mathematics	24	32	Yes		5	14	19	13	
17	MSc in Zoology	24	32	Yes		6	23	29	3	
18	M.Com.	24	32	Yes		5	14	19	13	
19	M.Com. (F & C)	24	30	Yes		2	1	3	27	
20	MSW	24	30	Yes		6	10	16	14	
Diploma and Certificate program (Please add more rows and columns if required)										
1	B.Lib.	12	64	Yes	First cycle B+ Second Cycle B	13	07	20	44	



**B. FACULTY STATUS (REGULAR/ CONTRACTUAL) (2023-24)**

TOTAL SANCTIONED STRENGTH	FACULTY IN POSITION				TEACHER STUDENT RATIO
	Regular	488 Faculty	662 Faculty	Others (contractual + Guest)	
150	Regular Aided	21	19		
	Management			117	1:26

**C. DEPARTMENT-WISE FACULTY POSITION (ADD MORE ROWS AS PER REQUIREMENT) (\* R - REGULAR, C - CONTRACTUAL, AND G - GUEST) (2023-24)**

SI NO.	Department	Total Sanctioned Strength	No. of teaching faculty based on designation									Demonstrators/ Lab Attendants/ Storekeeper	Total		No. of Teaching Staff with - Doctoral Degree R*
			Professors			Associate Professors/ Readers			Assistant Professors/ Lecturer				Faculty Strength	Vacancy	
			R*	C*	G*	R*	C*	G*	R*	C*	G*				
1	Economics				0			2	6		0			1	
2	Education				0			2	2					2	
3	English				2			2	6		0			3	
4	Geography				0				2		1			0	
5	Hindi				0				5		0			0	
6	History				0			1	4		0			0	
7	Library Science				0				2		3			0	
8	Odia				0			2	8		0			3	
9	Philosophy				0			1	5		0			0	

10	Political Science				2		1	5	0			1
11	Psychology				1		0	5	2			1
12	Sanskrit				1			6	0			1
13	Sociology				0		5		0			1
14	Women's Studies				0			2	0			1
15	Botany				0		2	6	6			2
16	Chemistry				1		3	5	10			2
17	Computer Science				0			11	3			1
18	Geology				0			3				0
19	Mathematics				0		2	8	0			2
20	Physics				2		3	5	7			2
21	Zoology				1			8	7			1
22	Statistics				0		1	3	0			1
23	EBA							2				0
24	BCA							2				0

25	B.Sc ITEM				0			2		1				0
26	Commerce				2		6	3		0				0

#### D.ADMINISTRATIVE STRUCTURE

Sl No.	Indicator	Response
1	What is the current administrative structure within the institution? (Maybe a structural diagram is attached)	Annexure- I
2	How are administrative departments and units organized and coordinated?	Well organized and coordinated
3	How are decision-making and authority delegated within the administrative structure?	Important decisions are taken by the Governing Body and day- today decisions are taken by departmental heads and IQAC meetings.
5	What are the processes/ mechanisms followed to ensure coordination and collaboration among different administrative units?	All administrative, academic and academic activities are undertaken with the coordination of various committees and IQAC.
6	How are decision-making and authority delegated within the administrative structure?	Authority is delegated from top to bottom.

#### D. ROLE OF STUDENTS IN ADMINISTRATIVE STRUCTURE

Sl No.	Indicator	Response
1	How students are represented in the administrative structure of the institution?	Students are represented in student - council, prefectorial board,IQAC different cells and clubs to represent their views.
2	How are the student representatives or committees involved in decision-making processes?	Students place their views regarding the development of the college in student council through presentation and interaction with Principal, Administrative Bursar and IQAC.
3	What mechanisms are in place to ensure student input and perspectives are considered in administrative matters?	Proposals are placed and discussed by the student council and placed to the principal for their approval and

		implementation with the prior approval of the Governing Body of the college.
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#### F COURSE AND EXAMINATION DETAILS (PL. ADD ROW AND COLUMN AS REQUIRED)

Name of the Course	Types of Course (Pl. mark Yes where applicable)			Examination pattern (Pl. mark Yes where applicable)		
	Traditional	Choice Based Credit System (CBCS)	Any other (Pl. Specify)	Annual	Choice Based Credit System (CBCS)	Any other (Pl. Specify)
UG Level		Yes			Yes	
PG Level		Yes			Yes	

#### G.ACHIEVEMENT DETAILS (2022-23) (ALL PROGRAMS)

Course	No. of Students appeared in the final Exam	No. of students passed	The percentage of student who passed	No Pl. D awarded
UG	1023	912	89.14	
PG	494	454	91.90	NA
Integrated PG				
PG Diploma				
Diploma Course				
Certificate course				
Any other				

#### H.ACHIEVEMENT DETAILS (2022-23) (UG STREAM WISE)

	No. of student	Pass percentage
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Stream	Appeared in exam			Passed in exam			1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year
	1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year	1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year			
Arts			290			260			89.66
Science			573			535			93.00
Commerce			160			117			73.13
Total (all stream)			1023			912			89.14

#### I ACHIEVEMENT DETAILS (2021-23) (PG SUBJECT WISE)

Subject	Approved Strength	Appeared		Passed		Pass percentage	
		1st year	2nd year	1st year	2nd year	1st year	2nd year
MA in English	32		32		26		81.25
MA in History	32		27		23		85.18
MA in Odia	64		64		57		89.06
MA in Philosophy & Critical Thinking	32		18		13		72.22
MA in Analytical & Applied Economics	32		28		23		82.14
MA in Education	32		31		29		93.54
MA in Hindi	32		6		6		100
MA in Political Science	32		32		29		90.62
MA in Sociology	32		0		0		
MA in Sanskrit	32		27		27		100
MA in Clinical Psychology	32		30		30		100
MSc in Physics	32		24		24		100
MSc in Botany	32		29		28		96.55
MSc in Chemistry	32		30		30		100
MSc in Computer Science	30		13		13		100
MSc in Mathematics	32		30		30		100

MSc in Zoology	32		30		27		90
M.Com.	32		21		19		90.47
M.Com. (F & C)	30		7		5		71.42
M.SW	30		15		15		100



### III. STUDENT DETAILS

#### A. TOTAL STUDENT STRENGTH IN THE INSTITUTION

Program	Total	Boys	Girls	Gen	SC	ST	OBC	Muslim Minority	Differently- Able
UG	3133	1482	1651	1231	400	47	1455		
PG	831	195	636	311	107	33	380		
Certificate course	09	06	03	01	04	00	04		
Diploma Course									
Any other									
Total									

#### B. AVAILING EDUCATIONAL LOAN FACILITIES BY STUDENT

Sl. No.	No. of students availing of educational loans	UG				PG		
		1st year	2nd year	3rd year	Total	1st year	2nd year	Total
1	General Student				NIL			NIL
2	SC Student				NIL			NIL
3	ST Student				NIL			NIL
4	OBC Student				NIL			NIL
5	Minority Student				NIL			NIL
6	Physically challenged student				NIL			NIL
7	Total Boys				NIL			NIL
8	Total Girls				NIL			NIL
9	Total student dropout rate in the last year				NIL			NIL



**C.AVERAGE DROPOUT RATE (IN PERCENTAGE)**

Course	Academic year			
	1st year	2nd year	3rd year	Total
UG Arts				NIL
UG Science				NIL
UG Commerce				NIL
PG (all subjects)				NIL
Diploma courses				
Certificate Courses				

**D.STUDENT'S CLASS ATTENDANCE**

Sl. No	Particulars	Responses
1	How does the institution currently measure and track student class attendance?	Daily class attendance
2	Are there established systems or mechanisms in place to record and monitor attendance? Details about the System or mechanism.	Teachers of the concerned department maintain records; monitor attendance and report it to the Principal by which the academic interests of students are measured.
3	Have there been any efforts to identify and understand the root causes of low attendance? Please Specify.	Mentor -Mentee Mechanism.

**E STUDENT ABSENTEEISM**

Sl. No	Particulars	Responses
1	How does the institution currently measure and track student absenteeism?	Daily class attendance

2	What are the common reasons for student absenteeism within the institution?	Engagement in household works as it is a rural-based college and the locality maintains its livelihood in cultivation and animal husbandry.
3	Have there been any efforts to analyze and understand the root causes of students' absenteeism?	Survey by the students of the Education and Sociology Department.
4	How does the institution involve parents or guardians in addressing student absenteeism?	Parents- Teacher meeting

#### F. STUDENT'S DISCIPLINE (PLEASE SPECIFY WITH EXAMPLES AND EVIDENCE)

Sl. No.	Particulars	Responses
1	What are the current disciplinary policies and procedures in place within the institution?	Code of conduct for students and staff
2	Are there any particular areas or contexts where disciplinary incidents are more prevalent?	Disciplinary actions are taken against the students and staff who deviates the code of conduct of the institution. Disciplinary incidents are more common for the students who fail to attend at least 75% of the class.
3	Have there been any efforts to identify and understand the root causes of disciplinary incidents?	The absentees are counsel by the heads of the departments, concerned proctors, and teachers to attend classes regularly to avoid disciplinary actions.
4	What strategies or programs are in place to promote positive behaviour and a culture of respect among students?	Peer influence, Mentor-Mentee, Role Modelling, Demonstrating positive behaviour and attitudes for students to emulate.
5	How does the institution encourage students to take responsibility for their actions and engage in self-discipline?	Creating a supportive environment. Regular inspection of the campus and interaction with students outside the classroom create an ambience in which students feel free to share.
6	How are faculty, staff, and administrators trained to implement disciplinary interventions effectively?	Time-to-time orientation and lecture program by experts in the field of teacher education.

#### G. CO-CURRICULAR ACTIVITIES (YEAR.....)

Sl No	Particulars	Number
1	Societies/Clubs/operational	14 number of Club and Cells
2	Students participate in inter-college competitions	100
3	Students participate in international competitions	Nil
5	Students participate in Interstate competitions	50
6	Frequency of Annual function/ Fest	Once in a year
7	Average Media publication of student/ faculty activities per year	100 percent of the program through local print media, college website, you tube channel, college face book account.
8	students enrolled for the Entrepreneurship and Innovation cell (if available in the college)	Nil
9	Civil students participate in a self-defense program offered by the institution	yes

#### H. STUDENT PARTICIPATION IN CO-CURRICULAR ACTIVITIES (YEAR.....)

Sl No.	Activity	Number	Sl No.	Activity	Number
1	Debate	100	7	NCC	100
2	Literary	200	8	NSS	200
3	art & craft	100	9	Scout and Guide	50
4	Exhibition	250	10	Youth Red Cross	50
5	Swachh Bharat Mission	300	11	Any other (Pl. Specify)	
6	Blood Donation Camps	150			

#### I. VOCATIONAL SKILLS, LIFE SKILLS, AND ELECTIVE COURSES IN CURRICULA

Sl. No.	Particulars	Responses
1	How are vocational skills, life skills, and elective courses integrated into the institution's curricula?	It is integrated with the help of skill enhancement course and value added course suggested by different board of studies.
2	What proportion of the curriculum is dedicated to these skill-building components?	10 percent

3	How do vocational skills, life skills, and elective courses align with the needs and demands of the job market or industry?	Vocational skills and elective courses align with job market by providing practical, job-specific training that meets industry demands. For example courses in Digital Marketing help to become a successful Marketing Manager in Industries.
4	How the outcomes are associated with vocational skills, life skills, and elective courses assessed and measured to ensure student achievement?	Outcome of the students is assessed through various competition and fests organised by different clubs and cells of the college and recognised in college annual function.

### J.MENTOR - MENTEE

Sl No	Particulars	UG			PG	
		1st Year	2nd Year	3rd Year	1st Year	2nd Year
1	How many students are under one mentor (i.e., a faculty) for their overall growth?	25	25	25	25	25
2	Frequency of mentor-mentee interaction per month	once	once	once	once	once
3	Is there any feedback mechanism in place?	yes	yes	yes	yes	yes
4	How is the improvement mapped?	Periodic evaluation of mentorship programme	Periodic evaluation of mentorship programme	Periodic evaluation of mentorship programme	Periodic evaluation of mentorship programme	Periodic evaluation of mentorship programme

### K.AVAILABILITY OF SPORTS FACILITY

S.N	Particulars	Response		
1	Does the college have any infrastructure to support the sports and games of the students?	Yes, Stadium, Gym, Swimming Pool		
2	Broadly, what are the fields of sports pursued by students in the institutions?	Football, Volleyball, Cricket, Tennis		
3	Sports facilities available on the premises	Facility	Availability	Availability of materials
		Gymnasium	Yes	Yes
		Cricket field	Yes	Yes

	Foot ball	Yes	Yes
	Volleyball	Yes	Yes
	Basketball court	Yes	Yes
	Any other (Pl. specify)	Tennis	Yes

#### L. STUDENTS AVAILING SPORTS QUOTA

Sl. No.	Parameter	State quota		National quota	
		Boys	Girls	Boys	Girls
1	Total number of seats reserved for sports scholarship	0	0	0	0
2	Number of students admitted through	0	0	0	0
3	Percentage of students admitted through	0	0	0	0

#### M. PARTICIPATION OF STUDENTS IN SPORTS ACTIVITY

Sl. No.	Parameter	Boys	Girls
1	Average number of students participating in inter-college sports competition per year	47	12
2	Average number of students participating in inter-state sports competition per year	10	2
3	Average number of students participating in National sports competitions per year	NIL	NIL
4	Average number of students participating in international sports competitions per year	NIL	NIL
5	Number of students won medals in sports in the last year	113	23
6	Number of students participated in college Annual Sports	257	154

#### N. STUDENT'S AID FUND

Sl. No.	Particulars	Response
1.	The total budget allocated for student aid by the institution?	NIL

2	How is information about student aid made available to students?	Online	Offline	For any other means please specify
3	What criteria are used to assess eligibility for different types of financial aid?			
4	Number of students currently receiving financial aid from the institution?	Boy		Girl
5	Are there specific initiatives to promote diversity and inclusion within the student aid program?			

### O. STUDENT ACTIVITY CENTRE

Sl. No	Particulars	Response
1	What amenities and features are included in the student activity centre to meet the diverse needs and interests of students?	Sports complex, swimming pool, Tennis court, gymnasium
2	What types of programs and activities are offered within the student activity centre?	Football, Cricket, Basketball, Tennis, Badminton, Khoo Khoo, kabadi and swimming
3	Are there opportunities for student involvement in planning and organizing activities within the center?	Student council

### P. STUDENT ELECTED BODY

Sl. No	Particulars	Response
1	Does the institute have a student-elected body? If yes, what is the structure of the student-elected bodies within the institution?	No
2	What is the composition of these bodies in terms of representation from different student groups and demographics?	No
3	What decision-making powers or influence do these bodies have in shaping campus policies and initiatives?	NO
4	How the student-elected bodies are held accountable for their actions and decisions?	NO







## R.ALUMNI ASSOCIATION

Sl. No.	Particulars	Response
1.	Does the institute have an alumni committee? If yes, what are the initiatives or programs in place to strengthen the connection between alumni and the institution?	yes
2.	How does the institution foster networking opportunities among alumni and current students?	Through alumni meet of various department.
3.	Are there mentor-ship programs or platforms that connect alumni with students or recent graduates?	NO
4.	How often are alumni meetings or events organized by the institution?	Once in a year
5.	What activities and events are organized during alumni reunions and homecoming celebrations?	Formal meeting ,felicitations ,cultural programs and refreshment.
6.	How does the institution recognize and celebrate renowned alumni who have achieved notable success in their respective fields?	Felicitation in the Annual Alumni Meet

**II. INFRASTRUCTURE DETAILS****A. CLASSROOM**

Sl. No.	Parameters	Yes / No	Number
1	Availability of classrooms	Yes	95
a)	164 seated	Yes	20
b)	64 seated	Yes	19
c)	16 seated	Yes	40
2	Availability of Smart Classroom	Yes	3
3	Availability Tutorial classroom	Yes	10
4	Availability Seminar room	Yes	3

**B. LABORATORY**

Sl. No.	Parameters	Yes / No	Number
1	Does the college have a computer lab?	Yes	8
2	Does the college have laboratories for each course of UG?	Yes	6
3	Do the laboratories have sufficient equipment for students? (Yes / No)	NO	

**C. LIBRARY FACILITY**

Sl. No.	Parameters	Yes	No		
1	How many libraries are available on the Institution premises? (in number)	01			
2	Is the library system computerized? (Yes/No)	Yes			
3	Is the library accessible by differently able students? (Yes/No)	Yes			
4	Are there separate faculties/ students/ staff for the management of the library? (Yes/No)	Yes			
5	Does the library have a lending facility? If yes, what is the time for it?	Yes	10 am-2pm		
6	What are the library opening hours?	10 AM -05 PM			
7	What is the sitting capacity of each library?	200			
8	What is the annual budget for the library	Books	Journals/ Periodicals	Any other (Pl. specify)	Total

		8 Lakhs	2 Lakhs		10 Lakhs
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#### D.AVAILABILITY OF BOOKS AND JOURNALS FOR UNDERGRADUATE COURSES IN THE LIBRARY

Sl. No.	Parameters	UG				PG		
		1 <sup>st</sup> Yr	2 <sup>nd</sup> Yr	3 <sup>rd</sup> Yr	Total	1 <sup>st</sup> Yr	2 <sup>nd</sup> Yr	Total
1	Number of reference books	1023	1097	1021	3141	800	828	1628
2	Number of e-books reference books	50000	50000	50000	150000	25000	24500	49500
3	Number of journals and e-journals available	1500	1500	1500	4500	1500	1545	6045
4	Number of e-journals available	1500	1500	1500	4500	1500	1500	3000
5	Number of audio books, CDs, etc. available	50	50	50	150	74	73	297

#### E.HOSTEL FOR STUDENTS

Sl. No.	Parameters	Response	
		Yes	yes
1	Does the institute have a hostel facility for students?	Yes	yes
2	Number of hostels	Boys	Girls
		3	3
3	Accommodation capacity	1000	
4	Hostel occupancy ratio	20 percent	
5	Does the hostel have facilities like		
a)	Dining area	Yes	
b)	common room	yes	
c)	Canteen	Yes	
d)	Sports room	yes	
e)	Gymnasium		NO
f)	Any other (Pl. specify)		
6	Does the hostel have a washroom facility?	common	attached
		Yes	

7	What is the dependency on washrooms?		
a)	Per floor (average)	10	10
b)	Washroom ratio for hostelers	1:3	1:3
8	How many times does the hostel and washrooms get cleaned? (Per day)	2	
9	Is the hostel accommodation accessible to differently-abled students?	Yes	
			No
10	How is the hostel mess managed?	By mess manager on the basis of open tender	
11	What is the process for managing the hostel accounts?	By the superintendents and college accountant.	

#### F.CANTEEN FACILITY

Sl. No.	Parameters	Response
1.	What are the operating hours of the canteen?	7a.m – 10 p.m
2.	How do you rate the cleanness of the canteen on a scale of 1 as (bad) and 5 as (good)	5
3.	How would you rate the quality of food provided in the canteen on a scale of 1 as (bad) and 5 as (good)	5
4.	Are the food prices in the canteen are affordable? Pl. mark in Yes or No	Yes

#### G.TECHNICAL AND NON-TECHNICAL STAFF

Sl. No.	Parameters	Response
1	What professional development opportunities are provided to technical and non-technical staff?	yes
2	Are there training programs, workshops, or certifications available to enhance their skills and knowledge?	yes
3	How effective is communication between technical and non-technical staff within the institution?	Very effective
4	Are there opportunities for career advancement and growth within the institution for technical and non-technical staff?	yes

#### H.EXTRA FACILITIES

Sl. No.	Parameters	Availability (Yes/No)	Number
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1	Number of Food courts inside the college campus	yes	1
2	Number of Swimming Pools	yes	1
3	Number of auditoriums	NO	
4	Number of Garden/Park	Yes	2
5	Number of open-air theaters	NO	
6	Number of Playground	Yes	1
7	Number of yoga areas/field inside the college campus	Yes	2
8	Availability of Wi-Fi on the campus	Yes	4

**I. RESEARCH AND DEVELOPMENT**  
**RESEARCH PROJECTS**

Sl. No	Research Projects	Funding / Supporting Agency	The budgeted amount for research	Status			
				Sanctioned/ approved	Ongoing	Completed	Submitted
1	Number of major research initiatives						
2	Number of small research initiatives	College (10)	300000	sanctioned		completed	submitted
3	Number of Odisha University Research Innovation and Incentivisation Plan (OURIIP)	OURIIP (2)		approved	Ongoing		
3	Number of interdisciplinary projects						
4	Total number of industry-sponsored projects						
5	Number of student research projects						
6	Number of faculty research projects						
7	Number of research Projects taken up by the institution						
8	For any other, please specify						
	Total	2					



### J.FACULTY PUBLICATIONS (CITATION INDEX, IMPACT FACTORS OF JOURNALS)

Sl. No.	Parameters	Response
1.	What is the current level of research output among faculty members within the institution?	Good
2.	How does the institution track and measure faculty publications?	Through academic audit
3.	How is the citation index of faculty publications measured and evaluated?	Through academic audit
4.	What methodologies or databases are used to assess the impact of faculty publications?	Web of Science, Scopus, Google Scholar, ResearchGate, h-index.
5.	What are the specific target benchmarks or goals set for citation index and impact factors?	
6.	What mechanisms are in place to encourage co-authorship and research partnerships?	Faculty Development Programme
7.	Workshops, seminars, or writing retreats are offered to support faculty in publishing research findings.	yes
8.	How does the institution promote the sharing and dissemination of faculty publications within the scholarly community?	Faculty Profile and Websites
9.	What initiatives does the institution have in place to promote open-access publishing and maximize the visibility of faculty publications?	library
10.	How does the institution recognize and reward faculty members for their research publications and scholarly impact?	Felicitating in annual function

### K.INNOVATION/ INCUBATION

Sl. No.	Details	Type of Innovation Process/ Incubation Centre		
		National	International	Commercial
1	Number of Innovation Process	NIL	NIL	NIL
2	Incubation Centre completed by last year (2022)	NIL	NIL	NIL



## Financial Details

## Total Income

Sl. No.	Category/ Head	FY 2022-2023	FY 2022-2023	FY 2021-2022
		(Budgeted)	(Actual)	(Actual)
Grants: National				
1	UGC	1,50,00,000	96,000	19000
2	Distance Education Council	NIL	NIL	NIL
Other Grants				
3	Grants received from the State Government			
4	Grants received from other bodies	150,00,000		
5	Donation			
6	Tuition fees	20,30,500		14,20,055
7	Other fees			
8	Interests			
9	Sale of application forms			
10	Others (Please specify)			

## Total Expenditure

Sl. No.	Category/ Head	FY 2022-2023	FY 2022-2023	FY 2021-2022
		(Budgeted)	(Actual)	(Actual)
1	Salary, allowance, and retirement benefits	30,00,000	1,03,23,600	1,59,85,156
2	Buildings (Construction and Maintenance)	50,00,000	24,78,975	32,46,673
3	Library	7,00,000	19,62,665	3,23,995
	Laboratory	50,00,000	13,39,929	43,16,684
4	Scholarships	40,000	10,000	10,000
5	Research and Development	1,30,000	16,57,132	2,54,904
6	Sports	2,00,000	1,24,604	5,88,458

7	Other expenses			
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Account and Audit status

Sl. No.	Category	Response
1	Accounts (Audit) Status, whether audited? (Yes/No)	Yes
2	If yes, by - 1. Local Accountant / 2. CA	CA

## PART – B

## SWOC ANALYSIS

SWOC Analysis will help in identifying the institution's strengths, weaknesses, opportunities, and challenges and will assist us in making strategic plans and decisions.

Strengths	Weaknesses
<ol style="list-style-type: none"> <li>1. Disciplined students</li> <li>2. Well-equipped laboratories.</li> <li>3. Existence of conducive academic environment with good ambience and environment friendly campus with well maintained infrastructure facility.</li> <li>4. Sincere and dedicated workers.</li> <li>5. Active management of the college.</li> <li>6. Library facilities.</li> <li>7. Regular yoga classes</li> <li>8. organisation of extramural seminars</li> <li>9. Sports facilities both for indoor and outdoor games, a stadium on 12 acres of land.</li> <li>10. Gymnasium for physical fitness.</li> <li>11. Swimming pool at the national level.</li> <li>12. Active NCC Units (Boys and Girls each), Youth Red Cross, Rovers, and Rangers Units</li> <li>13. Wi-Fi Campus.</li> <li>14. 24*7 hours Uninterrupted Power Supply.</li> <li>15. 33 Experts Of National Repute designated as Professor Emeritus in different PG Subjects.</li> </ol>	<ol style="list-style-type: none"> <li>1. Autonomy in Research.</li> <li>2. Industrial Exposure for getting Placement</li> <li>3. Adequate Accommodation for staff and students.</li> <li>4. Poor Transport Facilities.</li> <li>5. Lack of tie-up with industries.</li> <li>6. lack of linkage and internship programs</li> </ol>
<p style="text-align: center;">Opportunities</p> <ol style="list-style-type: none"> <li>1. Varied Courses both at UG and PG level</li> <li>2. Faculty with potential for more research project and publications</li> <li>3. Constructive Leadership through student council.</li> <li>4. E-Library Facilities</li> <li>5. Career Counselling</li> <li>6. Freeship to Poor and Meritorious Students and Supply Kits to Students Participating in Sports</li> <li>7. Skill Oriented Certificate Courses.</li> <li>8. Online Classes during the Pandemic.</li> <li>9. Possibility for generation and utilization of more solar energy in the campus.</li> <li>10. Possibility of creating e-content by teachers.</li> </ol>	<p style="text-align: center;">Challenges</p> <p>To establish academic collaborations with reputed institutions or industries.</p> <p>Organisation of National/international seminar hindered by paucity of funds.</p> <ol style="list-style-type: none"> <li>1. Facing regular natural calamities like floods and cyclones.</li> <li>2. Rural Area</li> <li>3. Health Centre</li> <li>4. Delay in release of Grants from UGC.</li> </ol>

## PART - C

## Need Assessment

## Curriculum Excellence

Sl. No.	Particulars	Response		
1	When the curriculum was updated?	Year.2022-23		
2	How frequently (time duration) the Updating is done?	Every year		
3	Does the curriculum help the students in			
a)	Skill development	yes		
b)	Personality development	yes		
c)	Enhancing Employability	yes		
d)	Generating interest among students in learning higher course	yes		
e)	Any other, Please Specify			
4	No. of total applications received during the last three	2022 - 23	2021 - 22	2020 - 21
a)	for UG programs	12,525	9,409	Not available in SAMS
b)	for PG programs	9,136	Not available in SAMS	Not available in SAMS
5	Students' progression rate for higher studies			
a)	for UG programs	215	217	199
b)	for PG programs			
6	Mention the top five programs opted by the students	UG level	PG level	
		ARTS	ZOOLOGY	
		PHYSICAL SCIENCE	BOTANY	
		BIOLOGICAL SCIENCE	PHYSICS	
		SELF FINCING	ODIA	
		COMMERCE	CHEMISTRY	



Course Vs. student enrolment ratio (Year wise) (sanction to enrolled ratio)

Sl. No.	Program/Course	Course vs Student ratio		
		2022 – 23	2021 – 22	2020 – 2021
	BA	1:4	1:3	1:2
	BSC	1:4	1:3	1:2
	BCOM	1:1	1:1	1:1
	MA	1:2	1:2	1:2
	M.SC	1:7	1:6	1:5
	M.Com	1:2	1:2	1:2
	BBA/BCA/ITM	1:3	1:3	1:3

Pedagogical Excellence

Sl. No.	Particulars	Responses
1	What are the teaching-learning systems currently followed in the institution? (For example, IT-enabled learning, traditional method, Experiential method, Team Problem solving, Project-based method, etc.) Pl. give a brief of the process followed.	Traditional method, IT Enabled learning, Project-based method
2	Whether practical orientation about teaching learning systems given to students?	Yes
3	What are the pedagogical tools (Presentation, Demonstration, Field study, Survey, Role Play, Case Study, and Simulations, etc.) used for teaching students?	Presentation, Demonstration, Field study, Case Study
4	Does the institution conduct regular industry-academia interaction meetings? If yes, mention the number of such meetings during 2022-23 with details about the company and project.	No
5	What are the innovative teaching practices (like- smart classrooms, conferencing, etc.) that are adopted in the institutes?	smart classroom, conferencing
6a.	Does the institute have the practice of collecting feedback from students? (If yes, what process is followed)	Yes
6b.	Does the institute implement the suggestions from students' feedback for improving pedagogy?	Yes
7	Does the institute provide any best-teacher award or any other	No



	motivational measure for adopting improved teaching methods? (Please specify)?	
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#### Academic Administration

Sl No.	Particulars	Response		
1	Does the institute prepare an academic calendar for the year? (Yes/No)	Yes		
2	Does it follow the academic calendar strictly? (Yes/No)	Yes		
3	Does the institute have student support systems	Mentoring	Tutorial	Counseling
		Yes	Yes	Yes
4	Whether detailed lesson plans are given to students? (Yes/No)	No		
5	If yes, are the lesson plans followed strictly? (Yes/No)	Yes		
6	What type of monitoring system is followed to ensure course completion within the scheduled time?	Monthly review and supervision by Academic Bursar		
7	What type of attendance management system is followed in the institute?	Monthly, Attendance data is displayed in the Notice Board		
8	What type of feedback system is used for appraising the performance of faculty members?	360 Degree	Student'sSelf-feedback appraisal	Any other, Please Specify
		Yes	Yes	
9	Are the feedback/ratings communicated to teachers for their improvement? (Yes/No)	Yes		

#### Examination Reforms

Sl No.	Particulars	Response
1	What are the current examination evaluation criteria? Computerized / Manual	Manual
2	If manual, is there a need to convert the evaluation criteria to a computerized system? Yes / No	yes

	If yes, why do you think it is required?	
3	Whether practical examinations integrated with the examination system? Yes / No	Yes
4	What types of reforms are required in the present examination system?	Online examination and evaluations and complete automation of the section
5	Is the examination system a continuous one? Yes / No. If yes, please mention it in detail.	Yes Mid-semester, Semester, Seminar, Project
6	What is the days' gap between the completion of the examination and the publication of the result?	60-80 days
7	Should the gap be reduced? Yes / No  If yes, Why do you think this gap can be reduced, and How?	Yes Central valuation and Online valuation.

#### Infrastructural Development & Maintenance

Sl. No.	Particulars	
1	What type of expansion work is required for the existing infrastructure?	Expansion of reading room, Auditorium, Conference Hall, Exam Hall, and departmental room.
2	What type of modernization/ renovation works are needed for existing infrastructure? (For example - Laboratories, Library, Networking, Smart classrooms, etc.)	Smart classrooms, Automation of examination system
3	Whether the creation of a laboratory / centralized computing instrumentation facility/ etc. is required?	Yes
4	What type of infrastructural development work is required for non-academic areas for the institution (hostels, parks, residences, sports complexes, gyms, dispensaries, toilets, cycle stands, girls' common room, etc.)	Harvesting of rainwater, Dispensaries, Stress counselling centre

5	What type of infrastructural development work is needed to make them accessible for differently-abled students?	Lift facilities
6	What are the estimated financial needs required by the institute for executing the above?	3 crores

#### Stakeholders Involvement

1. Does the institute have any mechanism of participatory management in academic, administrative, financial, and other affairs by involving Stakeholders such as (Y/N)?

Units	Teachers	Students	Parents	Alumni	Local Administration	Any other (Pl. Specify)
Academic	Yes	Yes	Yes	Yes	yes	
Administration	Yes	Yes	Yes	Yes	yes	
Finance	Yes	Yes	Yes	Yes	yes	
Any other (Pl. specify)						

2. How does the institute enhance participatory management in academic, administrative, and financial affairs by involving local authorities?

Stakeholders	Academic	Administration	Finance	Any other (Pl. specify)
Teachers	Board of studies and academic council	Staff council and governing body	Finance committee and governing body	
Students	Student council	Mentor - Mentee		
Parents	Parent Teacher Meeting	Parent Teacher Meeting		
Alumni	Board of studies	Internal quality assurance cell	Internal quality assurance cell	
Local Administration				
Any other				

### Manpower Requirement

Sl. No.	Particulars	Response	
		Teaching	Non-teaching
1	Does the institute have adequate and skilled manpower? (Yes / No)	yes	yes

### Existing and required manpower?

Sl. No.	Program Course	Teaching		Non-Teaching	
		Existing	Projected Requirement	Existing	Projected Requirement
	ALL	150	190	51	80

### Legal Compliances and other human development cell

Sl. No.	Name of the Cell / Committee	Availability	Name of in-charge/ Head/ Lead	No. of members
1	Legal Cell	yes	Dr. B. Das	3
2	Equal Opportunity Cell	Yes	Dr. S.S. Nath	5
3	Sexual Harassment Cell	Yes	Dr. L. Dash	5
4	Anti-ragging Cell	Yes	Dr. H. Mishra	5
5	Right to Information cell	Yes	Dr. B. Das	3
36	Intellectual Property Right Cell	yes	Mrs. P. Behara	3
7	Disciplinary Committee	Yes	Mr S. K Mohanty	10
8	Ethics Committee	yes	DR. L. Dash	8
9	IQAC	Yes	Dr. K. Pradhan	20
10	For any other, please specify			

Please give a brief detail about IQAC cell (Role and function of the Cell, No. of meetings held in last 3 years, major action initiated, taken, etc.)

The IQAC cell is composed of 20 members as per guidelines of NAAC. During the last 5 years IQAC has undertaken number of quality initiative in the institution like installation of solar power project, installation of sundial, energy audit, green audit, opening of new PG subjects, Academic Audit, Organisation of university level Athletic meet, preparation of academic calendar, collection of feedback and development of infrastructure.

How does the institute make mandatory disclosures of any information?

Means	Process followed
Institute Website	Yes
Collective College Notice Board	Yes
Departmental notice board	Yes
Any other means (Pl. Specify)	

Audit process and status

Sl. No.	Audit	Status (Conducted/Not conducted)	Process
1	Academic Audit	Conducted	By the principal, IQAC coordinator, Administrative bursar .
2	Gender Audit	Conducted	By faculties of Department of Sociology & women's studies.
3	Energy Audit	Conducted	By the By faculties of Department of Physics.
4	Green Audit	Conducted	By faculties of Department of Botany where external members are members of the team.
5	Financial Audit	Conducted	By qualified Chartered Accountant & Local Fund Auditor.
6	Research Audit	NOT CONDUCTED	
7	Administrative Audit	Conducted	
8	Any other (Pl. specific)		

Monitoring and Evaluation

1. What type of decision mechanism is adopted by the institute?

Decision is taken in the departmental meeting followed by heads of the department meeting duly approved by Governing Body.

2. Does the following units/systems of the institution need support to work effectively and seamlessly implement their plans?

Sl. No.	System / Unit	Need (Yes/No)	Pl. Specify the kind of support needed

a)	Administrative System	Yes	E-Governance
b)	Academic System	Yes	E-Resources
c)	Financial system	Yes	CAPA
d)	Any other (Pl. Specify)		

#### Student Placement

Sl. No.	Particulars	Response
1	What are the most important industries in the geographical area of the institute?	Oil processing, Rice mill, Opolofed, Omfed, Information Technology , Healthcare ,and Retail, Textile Industry
2	Which industries employ the most college graduates?	Oil processing, Rice mill, Opolofed, Omfed, Information Technology , Healthcare ,and Retail, Textile Industry.
3	What specific skills or attributes are local employers seeking in their employees?	Data entry operator, Tourist guide
4	What skills do the local employer need, but do not get in local hire?	GST Filing ,IT Return Filing
5	Besides available skills for self-employment, what are the other constraints that youth may face and what kind of support do they need?	Transport Facility

Support Required for students with disadvantaged background

Sl No	Describe the particular needs of female, EWS, and Scheduled Caste/Tribe/Other Backward Caste students by answering the following questions:	
1.	What academic programs the following students are currently enrolled in?	
a)	Women students	UG and PG
b)	Schedule Caste Students	UG and PG
c)	Schedule Tribe Students	UG and PG
d)	Students from EWS (Economically Weaker Section)	UG and PG
e)	For Differently-able students	UG and PG
2.	What academic programs are seeing growth in the enrolment of the following students?	
a)	Women students	Psychology, Sanskrit, education, Botany, Women's studies
b)	Schedule Caste Students	Odia, History, BBA, Commerce
c)	Schedule Tribe Students	Botany, MSW
d)	Students from EWS (Economically Weaker Section)	Physics, Political Science, English
e)	For Differently-abled students	History, Education
3.	What are the employment outcomes for following students after passing out of the institution?	
a)	Women students	Teachers, Lecturers, Cosmetic Designer
b)	Schedule Caste Students	DEO, Revenue Inspector
c)	Schedule Tribe Students	DEO
d)	Students from EWS (Economically Weaker Section)	DEO, Junior Clerk, Accountant
e)	For Differently-abled students	DEO, Junior Clerk, Accountant
4.	What is the academic/skill training support that the following students may need for improving employability?	
a)	Women students	Job Oriented training
b)	Schedule Caste Students	PGDCA
c)	Schedule Tribe Students	TALLY, E-Programming
d)	Students from EWS (Economically Weaker Section)	DCA, JAVA



e)	For Differently-baled students	
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## PART - D

## Metrics and Targets

Indicator	Present Value Rating	Target Rating (After 5 years)					Percentage Achieved
		2024-25	2025-26	2026-27	2027-28	2028-29	
<b>GOVERNANCE QUALITY INDEX</b>							
% of Faculty Positions vacant	NIL	10	12	15	17	20	
% of non-teaching staff to teaching Staff	27	29	29	30	31	32	
No. of undergraduate programs	26	27	28	30	32	35	
No. of post-graduate programs	20	20	21	22	23	25	
No. of Doctoral programs	NIL	NIL	1	2	3	4	
Delay in payment of monthly salary payment of faculty	NIL						
<b>ACADEMIC EXCELLENCE INDEX</b>							
Timely Course completion	In time						
Exam conduction	In time						
The gap in the declaration of results	36days	35	30	25	25	20	
Plagiarism Check	NIL	1 software	2	3	3	3	
NAAC Accreditation Grade	B	A	A	A	A	A+	
NIRF Rank	NA	applied	applied	applied	applied	applied	

Teacher Student ratio	1:21	1:20	1:20	1:18	1:18	1:18	
Space (teaching-learning) available for students (Square feet per student)	93.61 Sq ft						
% of Visiting professors	16	18	20	22	24	26	
% of students passing out with 60% or more marks	70	75	80	82	85	85	
% of graduates employed by convocation							
% of students receiving awards at National and International level	1	2	3	4	5	6	
% of expenditure on Library, Cyber library, and laboratories per year	1	2	3	4	5	6	
% of faculty covered under Pedagogical Training	70	75	80	85	90	95	
% of faculty involved in "higher education"	5	6	7	8	9	10	
Functioning of IQAC	effective	effective	effective	effective	effective	effective	
Dropout rate of student	Less than 1%	Less than 1%	Less than 1%	Less than 1%	Less than 1%	Less than 1%	
No foreign collaborations	NIL	1	1	1	1	2	
Subscription to INFLIBNET for publication of research	SUBSCRIBING	yes	yes	yes	yes	yes	
Expenditure per student							
EQUITY INITIATIVE INDEX							
SC Student%	18	18	19	20	21	22	

ST Student%	2	2	2	2	2	3	
% of female student	60	62	65	67	70	72	
Functioning of CASH (Committee Against Sexual Harassment)	yes						
Functioning of Social Protection Cell	Yes						
Language assistance programs for weak Students	1	1	1	1	1	2	
<b>RESEARCH AND INNOVATION INDEX</b>							
Per-faculty publications per year	1	1	1	1	1	2	
Cumulative Impact Factor of Publication	0	1	1	1.5	2	3	
Average H Index of the institution (of all the scholars)	0	1	2	3	3	4	
% of staff involved as Principal Researcher	1	1	1	1	2	2	
% of Research projects fully or more than 50% funded by external agencies, industries, etc.	1	1	1	1	2	2	
No. of patents granted	0	1	1	1	1	1	
% of faculty receiving national/ international awards	0	1	1	1	1	1	
% of the income generated from Research studies to the total budget for the institution	0	1	1	1	1	1	
Doctoral degrees awarded per academic year (for faculty)	1	1	1	1	1	1	

Doctoral degrees awarded per academic year (student)	0	0	0	1	1	1	
% of expenditure on Research and Related Facilities	1	1	1	1	1	1	
Digitization of Masters and Doctoral thesis	0	0	0	1	1	1	
Under Graduate Project Experience (UPE)	1	1	1	1	1	1	
Capstone Project Experience (CPE)	0	0	1	1	1	1	
% of Income generated from non-grant Sources	0	1	1	1	1	1	
STUDENT FACILITIES							
No new professional development Programs	0	1	1	1	1	1	
% of students participating in co-curricular activities	50	55	60	65	70	75	
% of students participating in sports activities	30	35	40	45	50	55	
Existence of Placement Cells and Placement Plan	no	1	1	1	1	1	
% of expenditure on infrastructure maintenance and addition	20	22	24	26	28	30	
Availability of hostel per out-station female student	3	3	3	3	4	4	
Availability of hostel per out-station male student	3	3	3	3	4	4	

Student Experience Surveys	yes	yes	yes	yes	yes	yes	
INFRASTRUCTURE AND OTHERS							
Adequacy of Staff Quarters	no	5	7	9	10	15	
% of Income generated from training courses	NIL						
% of Income generated from consulting	NIL						
Computer/digital facility in the institution	GOOD						
Internet connectivity of Campus	100 mbps	120mbps	150mbps	200mbps	250mbps	300mbps	

#### Five-Year Plan

Strategic plan envisaged to manage the administrative structure

Year	Strategic Plan
2024-25	Installation of ERP
2025-26	Automation of the establishment section
2026-27	Online receipt and despatch
2027-28	Clear-cut division of establishment, accounts, and scholarship
2028-29	Paperless transaction

Projected growth rate in terms of student enrolment over the years

Year	Strategic Plan
2024-25	Projected growth rate in terms of student enrolment 6000
2025-26	Projected growth rate in terms of student enrolment 6700
2026-27	Projected growth rate in terms of student enrolment 7300

2027-28	Projected growth rate in terms of student enrolment 8000
2028-29	Projected growth rate in terms of student enrolment 9000

Projected growth rate of female student enrolment over the years

Year	Strategic Plan
2024-25	Projected growth rate of the female enrolment from 2254 to 4000.
2025-26	Projected growth rate of the female enrolment from 4000 to 4300
2026-27	Projected growth rate of the female enrolment from 4300 to 4600
2027-28	Projected growth rate of the female enrolment from 4600 to 5000.
2028-29	Projected growth rate of the female enrolment from 5000 to 5500.

Projected growth rate of boy student enrolment over the years

Year	Strategic Plan
2024-25	Projected growth rate of the boy student from 1693 to 2193.
2025-26	Projected growth rate of the boy student from 2193 to 2493
2026-27	Projected growth rate of the boy student from 2493 to 2793
2027-28	Projected growth rate of the boy student from 2793 to 3093.
2028-29	Projected growth rate of the boy student from 3093 to 3500.

Plans to remodel the subjects, course, and curriculum according to the anticipated growth

Year	Strategic Plan
2024-25	Implementation of NEP
2025-26	Introduction of vocational courses
2026-27	Introduction of audit and skill-based courses
2027-28	Introduction of Dual Degree
2028-29	Introduction of one-year PO courses and Ph.D. courses

Plan to ensure an adequate number of qualified faculty members to support the projected growth

Year	Strategic Plan
2024-25	Increasing the faculty members from 150 to 160 to meet the projected growth
2025-26	Increasing the faculty members from 160 to 180 to meet the projected growth
2026-27	Increasing the faculty members from 180 to 200 to meet the projected growth
2027-28	Increasing the faculty members from 200 to 220 to meet the projected growth
2028-29	Increasing the faculty members from 220 to 240 meet the projected growth

Plans to maintain the faculty-to-student ratio as it grows in the coming years

Year	Strategic Plan
2024-25	Planning to maintain Faculty to—student ratio 1:40
2025-26	Planning to maintain Faculty to—student ratio 1:35
2026-27	Planning to maintain Faculty to—student ratio 1:35
2027-28	Planning to maintain Faculty to—student ratio 1:30
2028-29	Planning to maintain Faculty to—student ratio 1:18

Training and development plans for new faculty

Year	Strategic Plan
2024-25	Organization of Workshops for ITC-based Learning
2025-26	FDP on research and development
2026-27	FDP on quality benchmarking
2027-28	FDP on healthy practices
2028-29	FDP on Skill development

Process to adopt the assessment/ evaluation of performance and Effectiveness of faculty members. Will there be any changes implemented to accommodate the growth?



Year	Strategic Plan
2024-25	Feedback from stakeholders
2025-26	Self-assessment of faculty members
2026-27	Participation and presentation of papers in national and international seminars
2027-28	Publication of papers and articles in high-impact factor journals
2028-29	Contribution of E-resources

Plan to attract and recruit new faculty members to align with the institute academic standards and values

Year	Strategic Plan
2024-25	Appointment of faculties as per the UGC guidelines
2025-26	Appointment of faculties as per the UGC guidelines
2026-27	Appointment of faculties as per the UGC guidelines
2027-28	Appointment of faculties as per the UGC guidelines
2028-29	Appointment of faculties as per the UGC guidelines

Strategies to ensure sufficient classrooms to accommodate the anticipated increase in student enrollment

Year	Strategic Plan
2024-25	105 classrooms and 20 laboratories
2025-26	10 new smart classrooms
2026-27	Auditorium with a capacity of 2000 audience
2027-28	10 advanced laboratories
2028-29	New audio-visual centre

Plan to organize the classrooms based on projected growth (E.g. Constructing new classrooms, adjusting in some other buildings, etc.)

Year	Strategic Plan
2024-25	105 classrooms and 20 laboratories

2025-26	10 new smart classrooms
2026-27	Auditorium with a capacity of 2000 audience
2027-28	10 advanced laboratories
2028-29	New audio-visual centre

Plan to ensure that classrooms are equipped with modern teaching aids, equipment, and resources to facilitate effective learning

Year	Strategic Plan
2024-25	Facilities to be provided with the college own fund
2025-26	Equipment to be procured from RLUSA and OHEPEE
2026-27	Teaching aids from the state government
2027-28	Facilities to be provided by UGC fund
2028-29	Facilities to be provided by UGC fund

Any anticipation in the growth of students' enrolment that demands hostel accommodation in coming years.

Year	Strategic Plan
2024-25	Three boys hostel and four girls hostel
2025-26	Three boys hostel and four girls hostel
2026-27	Four boys hostel and four girls hostel
2027-28	Five boys hostel and five girls hostel
2028-29	Six boys hostel and six girls hostel

Plan to ensure sufficient hostel facility to accommodate the anticipated increase in students

Year	Strategic Plan
2024-25	To provide hostel accommodation to nearly 2000 students.
2025-26	To provide hostel accommodation to nearly 2500 students.
2026-27	To provide hostel accommodation to nearly 3000 students.

2027-28	To provide hostel accommodation to nearly 3500 students.
2028-29	To provide hostel accommodation to nearly 3500 students

Expansion or construction plans for additional hostel facilities to support the growth

Year	Strategic Plan
2024-25	Construction of ladies' hostel
2025-26	Expansion of 1 <sup>st</sup> floor of ladies hostel number four.
2026-27	Construction of new boys' hostel
2027-28	Expansion of the boy's Hostel
2028-29	Expansion of the boy's Hostel

Plan to ensure that the quality and comfort of hostel accommodation are maintained or improved with the projected growth

Year	Strategic Plan
2024-25	Opening of Dispensary inside the Campus
2025-26	Construction of more toilets to reduce the student-toilet ratio.
2026-27	Opening of reading rooms inside the hostels.
2027-28	Construction of an open Gym for the fitness of borders
2028-29	Construction in-door hall for the students

Plan to address the dining and mess facilities to cater to the increased student population

Year	Strategic Plan
2024-25	Implementation of a feedback mechanism to gather information from students on the dining and mess facilities, and use these for continuous improvements.
2025-26	A variety of nutritious and diverse food options (both veg. and non-veg) catering to different dietary preferences.
2026-27	Ensure that dining and mess facilities are accessible to all students, including those with disabilities by providing ramps, and other accommodations as needed.
2027-28	Flexible meal timings to accommodate students' schedules.
2028-29	Expansion of the existing dining or mess facilities or construction of new ones to accommodate the increased student population.

Any anticipated growth of student enrollment that impacts the demand for placement and internship opportunities in future days

Year	Strategic Plan
2024-25	Establishment of a dedicated office that can provide resources, workshops, counselling, and connections with potential employers.
2025-26	Organizing career fairs, industry-specific events, and networking sessions where students can interact with potential employers and learn about job opportunities.
2026-27	Building strong relationships with companies and organizations relevant to the student's field of study. It can lead to internship opportunities, guest lectures, networking events, and recruitment drives.
2027-28	Placement assistance in terms of resume writing, interview preparation, and job search strategies including workshops, one-on-one counselling, and access to online resources.
2028-29	To develop internship programs through partnerships with businesses or facilitated by the college itself.

Plan to cater to the increased growth of students seeking placements and internships

Year	Strategic Plan
2024-25	Alumni network to provide mentorship, job referrals, and industry insights to current students.

2024-26	Conduct workshops, seminars, and certificate programs regarding developing skills that are relevant to the job such as communication, leadership, and technical skills.
2026-27	Providing support for students interested in entrepreneurship including incubator programs and access to funding resources.
2027-28	Research opportunities in terms of research projects that enable them more attractive to employers.
2028-30	Collection of feedback from students, employers, and alumni to assess the effectiveness of career services programs and make improvements accordingly.

Can you provide insights into any Plan initiatives or programs to enhance industry connections and partnerships to expand placement and internship opportunities for the students?

Year	Strategic Plan
2024-25	Strengthen the placement cell of the college by providing resources and support for students seeking placement and mock interviews. Skill development programs such as workshops on communication, teamwork, problem-solving, and technical skills relevant to the industry.
2025-26	Collaboration with industry partners to offer certification programs that enhance students' employability through project management, data analytics, or digital marketing.
2026-27	Facilitate research collaboration between faculty and industry partners that can lead to innovative solutions and opportunities for students to work on projects.
2027-28	Providing support to students interested in entrepreneurship through entrepreneurship courses, start-up incubation, and access to funding and mentoring for student start-ups.
2028-29	Encouragement of industry-sponsored projects.

Plan to facilitate networking events, career fairs, or industry-specific workshops to connect students with potential employers

Year	Strategic Plan
2024-25	Offering Skill development workshops on organic farming, animal husbandry, rural tourism, and community development.

	Hosting networking events, and workshops on job fairs, and webinars with industry experts by using virtual platforms, and online tools.
2025-26	Partner with local businesses and organizations in rural areas to offer networking events and career fairs through small businesses, agricultural co-operatives, and community organizations.
2026-27	Inviting companies that offer remote internships, allowing students in rural areas to gain industry experience from their location like digital marketing, software development, and content writing. Organizing industry specific workshops by inviting guest speakers, hands-on activities, and networking opportunities.
2027-28	Alumni mentorship programs and networking events specifically for rural students. Connections with alumni who have successfully transitioned to careers in urban areas.
2028-29	Involvement of the local community in networking events and career fairs by inviting local business owners, community leaders, and alumni from rural areas to participate.

Plan to support and encourage faculty personal projects and research endeavors as it experiences growth in the next five years:

Year	Strategic Plan
2024-25	Securing research grants from government agencies, private foundations, and industry partners to support faculty research projects.
2025-26	Encouraging joint research projects, interdisciplinary collaborations, and industry-sponsored research.
2026-27	Emphasis on publication of articles in peer-reviewed journals, presenting research at conferences, and writing book chapters.
2027-28	Up gradation of existing facilities and acquiring new technologies by investment in research infrastructure such as laboratories, equipment, and software.
2028-29	Community engagement in faculty research endeavors through outreach activities in collaboration with local organizations, hosting public lectures, and sharing research findings with the community.

Revised formulate policies or guidelines to encourage faculty publication in renowned journals and conferences:

Year	Strategic Plan
2024-25	Publication incentives in terms of financial rewards, additional research funding, and reduced teaching loads.
2025-26	Encouraging faculty members to collaborate with researchers from other institutions to increase the chances of publication in renowned journals and conferences. Provide members of training on research methodology, data analysis, academic writing as well as peer review of research manuscripts before submission, and training on publication ethics and agreements.

2026-27	Sharing research findings through research institutional repositories, social media, and press releases.
2027-28	Establishment of a review process to ensure that research publications meet the standards of renowned journals and conferences.
2028-29	Recognition and award to faculty members in terms of creating a publication hall of fame or hosting an annual publication awards ceremony.

Anticipate on growth of student enrolment that demand for library resources and services in the coming years:

Year	Strategic Plan
2024-25	Invest in digital resources, extension of library hours.
2025-26	Up gradation of library technology in terms of installing more computers, printers, and scanners, and improving Wi-Fi connectivity.
2026-27	One-to-one research consultations, workshops on research skills, and access to subject-specific librarians.
2027-28	Library instruction sessions to enable students how to use library resources effectively, evaluate information sources, and cite sources properly.
2028-29	Regular assessment of library resources and services through conducting surveys, focus groups, and collection of feedback.

Plan to ensure that the library infrastructure and resources can effectively support the anticipated increase in student population:

Year	Strategic Plan
2024-25	Infrastructure assessment of whether the existing one accommodates all or it needs expansion including seating capacity, shelving, and study spaces.
2025-26	Optimization of the use of the existing space by reorganizing furniture, and reconfiguring study areas.
2026-27	Installing more computers, printers, and scanners, and improving Wi-Fi connectivity, and digital facilities.
2027-28	More emphasis on digital resources such as e-books, online journals, and databases to a wide range of academic materials.
2028-29	Engagement in library outreach activities like organizing library events and workshops to promote library resources and services to the student population in terms of introducing courses relating to library resources.

Plan to update and expand its collection of books, journals, and digital resources to meet the evolving academic needs of the students

Year	Strategic Plan
2024-25	Purchase of textbooks, reference books, and journals. Sufficient budget allocation for new study materials securing funding from the college, government grants, private donors, and other sources.
2025-26	Purchase of textbooks, reference books, journals. investment in digital resources and providing professional development opportunities for library staff to stay informed about emerging trends and technologies, and best practices in collection development.
2026-27	Purchase of textbooks, reference books, and journals. hiring of subject specialists to identify the relevant materials for students.
2027-28	Purchase of textbooks, reference books, and journals. collaboration with other libraries and academic institutions to acquire materials that are not available in the college library. Participating in resource-sharing agreements, and interlibrary loan programs.
2028-29	Purchase of textbooks, reference books, and journals. soliciting feedback from students and faculties on the library's collection to identify gaps and areas of improvement. provide

Plan to ensure the infrastructure needs, such as laboratories, research facilities, or specialized equipment, align with the projected growth and support the academic programs effectively:

Year	Strategic Plan
2024-25	Updating Laboratories by purchasing of equipment.
2025-26	Updating computer labs.
2026-27	Providing academic loans.
2027-28	Promote collaborative and interdisciplinary research.
2028-29	Purchase of plagiarism test software.

Anticipate on growth of students' enrollment that impacts the availability and distribution of scholarships in coming years

Year	Strategic Plan
2024-25	Anticipate on growth of students' enrollment that impacts the availability and distribution of scholarships is 1500.
2025-26	Anticipate on growth of students' enrollment that impacts the availability and distribution of scholarships is 1700.
2026-27	Anticipate on growth of students' enrollment that impacts the availability and distribution of scholarships is 2000.
2027-28	Anticipate on growth of students' enrollment that impacts the availability and distribution of scholarships is 2400.



2028-29	Anticipation on growth of students' enrolment that impacts the availability and distribution of scholarships is 3000
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Plan or initiatives to expand the scholarship offerings to accommodate the anticipated increase in the student population

Year	Strategic Plan
2024-25	Facilitating students to avail of State scholarship, National Scholarship, Fakir Mohan Scholarship (only for Odia Hons & PG), Rastal Scholarship, and State Govt. Odisha Scholarship
2025-26	Allocation of budget, seeking funding from government grants, private donors, and or corporate partnerships
2026-27	Enhancement of outreach activities such as marketing campaigns, and partnerships with community organizations
2027-28	Relaxing academic requirements, considering financial need, and prioritizing students from underrepresented groups
2028-29	Collaboration with other institutions for the introduction of joint scholarship programs, industry-sponsored scholarships, or partnerships with community foundations

Anticipation on projected growth rate that impacts overall financial needs in the next five years

Year	Strategic Plan
2024-25	The need for new faculty and staff members is in consonance with the growth rate of student enrolment to maintain the teacher-to-student ratio as per UOC norms
2025-26	Additional classroom space, laboratory facility, student housing, and recreational facilities along with the construction costs, maintenance, and ongoing operational expenses
2026-27	Increase of technology and improvement in terms of procurement of computers, software, laboratory equipment, and other educational resources
2027-28	Securing financial aid from government, private donors, and industries to meet the cost of scholarships, research grants, loans, and other financial assistance
2028-29	Increased demand for opening of new programs, curriculum development, faculty training, and outreach activities

Any specific areas where the institute foresees increased financial requirements due to the anticipated growth:

Year	Strategic Plan
2024-25	Construction of new Infrastructure, and the up-gradation of the existing one for the purpose of classrooms, laboratories, and other facilities.
2025-26	Appointment of new faculty and staff to accommodate the increased student population.
2026-27	Purchasing new technologies and equipment to support teaching and research.
2027-28	Expanding research and development activities to support faculty and student research, and expanding administrative support services to handle increased student enrollment.
2028-29	Enhancing student services such as counselling, health services, and career development to support the growing student population.

Plan to upgrade or enhance existing facilities and resources to support the anticipated growth

Year	Strategic Plan
2024-25	Comprehensive Assessment of existing facilities and resources to identify areas that need upgradation and enhancement like renovating classrooms, laboratories, and modern conducive learning environments.
2025-26	Enhancement of teaching and learning includes installation of smart boards, projectors, and other audio-visual equipment in class rooms, up-grading computer labs and libraries with the latest technology and software.
2026-27	Expansion of library collections with new books, journals, and digital resources.
2027-28	Expansion of students' services like counselling, career development programs, health services, and extra-curricular activities; and provision for training and professional development opportunities for faculty members.
2028-29	Construction of new hostels, regular inspection, and preventive maintenance, and timely repair. Collaboration with local businesses, government agencies, and community organizations to access resources and support for infrastructure upgrades.

Plan to address potential challenges or bottlenecks in terms of infrastructure as it grows

Year	Strategic Plan
2024-25	A thorough Assessment and Evaluation of the condition of buildings, facilities, and utilities.
2025-26	Develop a long-term infrastructure plan that projects the growth in student population, changes in technology, and evolving educational requirements.
2026-27	Allocation of sufficient budget for infrastructure development and maintenance; and securing funding from government grants, private donors, or other sources.
2027-28	Explore partnerships with private companies or organizations that can provide funding or expertise for infrastructure projects that include joint ventures, and build-operator- transfer (BOT) agreements.
2028-29	Implementation of smart technologies and digital solutions such as the use of sensors for building monitoring and integrating smart campus solutions to optimize infrastructure performance

Institutional Projected Budget (Rs. in Crores)

Sl No	Activities	Project Life Allocation	Response (Financial Year - Wise)				
			2024-25	2025-26	2026-27	2027-28	2028-29
1	Infrastructure		1cr	1cr	1cr	1cr	1cr
	Establishment of new laboratories for new PG programs		1cr	2cr	3cr	4cr	5cr
	New classroom		1cr	1.5cr	2cr	2cr	2.5cr
	Staff Quarters		50lakh s	50lakh s	75lakh s	75lakh s	1cr
	Modernization of classrooms		1cr	1cr	1cr	1cr	1cr
	Upgradation of Learning Resources		50lakh s	60lakh s	70lakh s	80lakh s	1cr
	Hostel facility for students		50lakh s	1cr	1.5cr	2cr	2.5cr
	Procurement of furniture		50lakh s	75lakh s	1cr	1.25cr	1.5cr
	Establishment/Upgradation of Central and Departmental Computer Centres		50lakh s	75lakh s	1cr	1.5cr	1.5cr
	Modernization/improvements of supporting departments		50lakh s	75lakh s	1cr	1.5cr	1.5cr
	Modernization and strengthening of libraries and increasing access to knowledge resources		50lakh s	75lakh s	1cr	1.5cr	1.5cr
	Refurbishment (Minor Civil Works)		50lakh s	50lakh s	1cr	1cr	1cr
2	Research and development support		1cr	1cr	1cr	1cr	1cr

	Providing Teaching and Research Assistantships to increase enrolment in existing and new PG programmes	1cr	1cr	1cr	1cr	1cr
	Provision of resources for research support	1cr	1cr	1cr	1cr	1cr
	Enhancement of R&D and institutional consultancy activities	1cr	1cr	1cr	1cr	1cr
3	Faculty Development Support	1cr	1cr	1cr	1cr	1cr
	Faculty and Staff Development (including faculty qualification upgradation, pedagogical training, and organizing participation of faculty in workshops, seminars, and conferences) for improved competence based on Training Needs Analysis	1cr	1cr	1cr	1cr	1cr
4	Institutional reforms	1cr	1cr	1cr	1cr	1cr
	Technical assistance for procurement and academic activities	1cr	1cr	1cr	1cr	1cr
	Institutional management capacity enhancement	1cr	1cr	1cr	1cr	1cr
5	Academic support	1cr	1cr	1cr	1cr	1cr
	Creation of new departments/courses	1cr	1cr	1cr	1cr	1cr
	Enhanced Interaction with Industry	1cr	1cr	1cr	1cr	1cr
	Temporary faculty engagement	1cr	1cr	1cr	1cr	1cr

	Student support activities		1cr	1cr	1cr	1cr	1cr
6	Others (Pl. Specify)						
	TOTAL		22 Crore	26.10 Crore	25.10 Crore	18.50 Crore	18 Crore

