

BEST PRACTICES

- Conduction of pre-admission counseling is about the admission criteria, procedure for admission, and clarification of doubts of stakeholders.
- Student portal access to online content, information relating to study material and assessment details.
- Learners will have option to contact Director with prior appointment for clarification about admission process.
- Learners can contact the examination section for clarification doubts relating to assessment process and assignment submission.
- Maintenance of online data base and providing access to student at various phases like:
 - I. admission phase
 - II. internal assessment
 - III. external assessment
 - IV. result declaration.
- Sending communication through SMS for various notifications relating to assignment submission, schedule of examinations and result declaration.
- The status of dispatch details are updated in student portal immediately after receiving tracking details from postal department.
- Learners can access digital copy of entire study material through student portal.
- Learners can download assignment question papers and previous examination papers for preparation.