1.2.2 Number of Add on /Certificate programs offered during the last five Years

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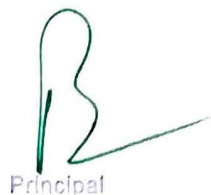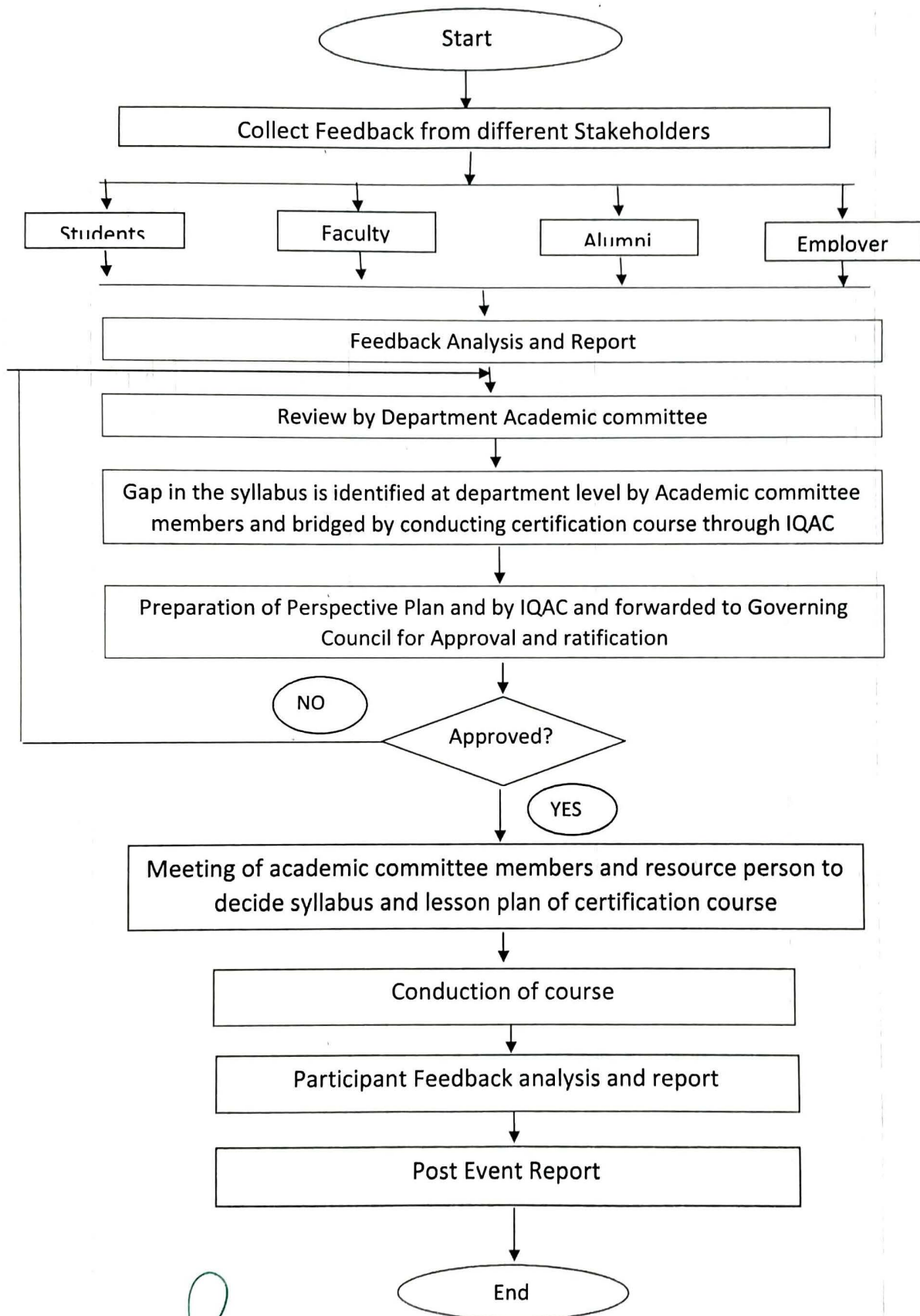1.2.2 Number of Add on /Certificate programs offered during the last five Years

Certification Course is conducted in all departments every year to fulfil the gaps identified in the curriculum and to enrich the students with new trends and technologies.

To support this, the following documents are provided

Sl. No	Documents Attached
1	Circular to Department Academic Committee Members for analysing the current year syllabus and feedback from stakeholders of previous year.
2	Minutes of Meeting of Department Academic Committee Members
3	Requisition letter for conduction of certification program to IQAC Coordinator and approval from Governing Council.
4	Budget Proposal for conduction of certification program to IQAC Coordinator and approval from Governing Council.
5	Circular to Department Academic Committee Members to decide the syllabus and the lesson plan for the certification course.
6	Invitation letter to the resource person cum acceptance
7	Minutes of Meeting of Department Academic Committee Members and Resource Person
8	Notice to the students
9	Student Enrolment
10	Attendance
11	Test Time Table
12	Question Paper
13	Scheme
14	Participant Feedback form
15	Participant Feedback Analysis
16	Sample Certificates
17	Post Event Report

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Start

Collect Feedback from different Stakeholders

Students

Faculty

Alumni

Employer

Feedback Analysis and Report

Review by Department Academic committee

Gap in the syllabus is identified at department level by Academic committee members and bridged by conducting certification course through IQAC

Preparation of Perspective Plan and by IQAC and forwarded to Governing Council for Approval and ratification

NO

Approved?

YES

Meeting of academic committee members and resource person to decide syllabus and lesson plan of certification course

Conduction of course

Participant Feedback analysis and report

Post Event Report

End