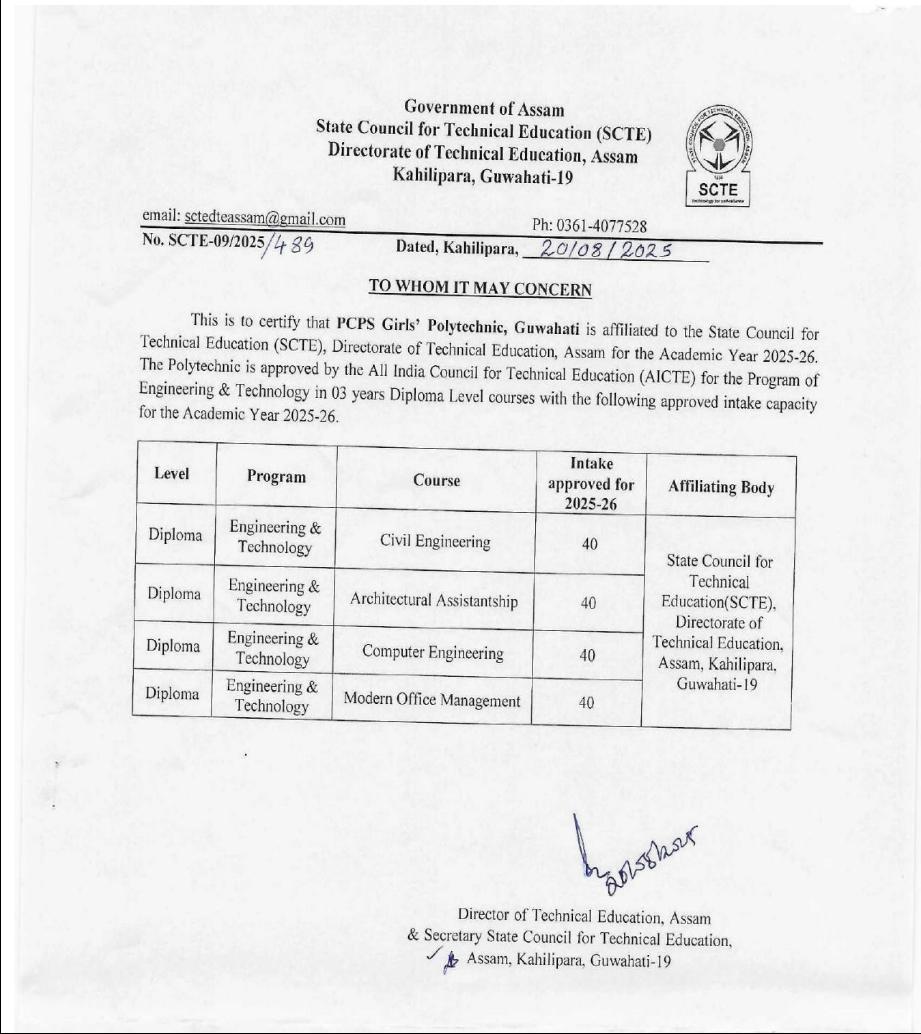
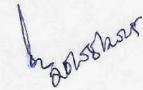
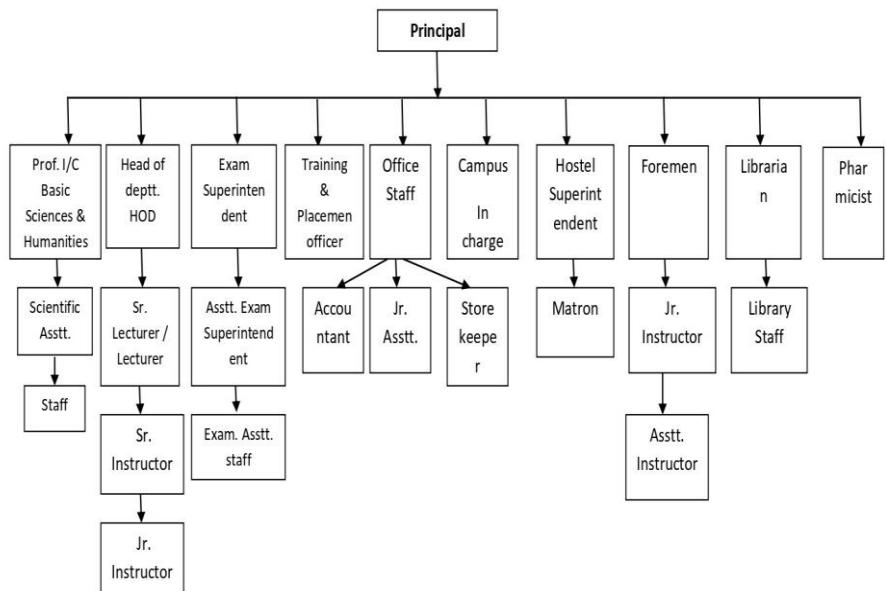


**Mandatory Disclosures of PCPS Girls' Polytechnic
Bamunimaidan, Guwahati-21, Assam**

1. Name of the Institution:	PCPS Girls' Polytechnic																									
2. Name and address of the Trust/ Society/ Company and the Trustees:	Bamunimaidan, Guwahati-21 Assam Website : www.pcpsgirlspoly.org Email: girlspolyghy021@gmail.com																									
3. Name and Address of the Principal:	Dr. Nazrul Haque Principal, PCPS Girls' Polytechnic Bamunimaidan, Guwahati-21																									
4. Name Of the Affiliating University:	State Council for Technical Education, Assam Directorate of Technical Education, Assam Kahilipara, Guwahati-19																									
 <p style="text-align: center;"> Government of Assam State Council for Technical Education (SCTE) Directorate of Technical Education, Assam Kahilipara, Guwahati-19 </p> <p style="text-align: center;"> email: scte@assam.gov.in Ph: 0361-4077528 No. SCTE-09/2025/489 Dated, Kahilipara, <u>20/08/2025</u> </p> <p style="text-align: center;">TO WHOM IT MAY CONCERN</p> <p>This is to certify that PCPS Girls' Polytechnic, Guwahati is affiliated to the State Council for Technical Education (SCTE), Directorate of Technical Education, Assam for the Academic Year 2025-26. The Polytechnic is approved by the All India Council for Technical Education (AICTE) for the Program of Engineering & Technology in 03 years Diploma Level courses with the following approved intake capacity for the Academic Year 2025-26.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Level</th> <th>Program</th> <th>Course</th> <th>Intake approved for 2025-26</th> <th>Affiliating Body</th> </tr> </thead> <tbody> <tr> <td>Diploma</td> <td>Engineering & Technology</td> <td>Civil Engineering</td> <td>40</td> <td rowspan="4" style="vertical-align: middle;"> State Council for Technical Education(SCTE), Directorate of Technical Education, Assam, Kahilipara, Guwahati-19 </td> </tr> <tr> <td>Diploma</td> <td>Engineering & Technology</td> <td>Architectural Assistantship</td> <td>40</td> </tr> <tr> <td>Diploma</td> <td>Engineering & Technology</td> <td>Computer Engineering</td> <td>40</td> </tr> <tr> <td>Diploma</td> <td>Engineering & Technology</td> <td>Modern Office Management</td> <td>40</td> </tr> </tbody> </table> <p style="text-align: right; margin-right: 100px;">  Director of Technical Education, Assam & Secretary State Council for Technical Education, Assam, Kahilipara, Guwahati-19 </p>					Level	Program	Course	Intake approved for 2025-26	Affiliating Body	Diploma	Engineering & Technology	Civil Engineering	40	State Council for Technical Education(SCTE), Directorate of Technical Education, Assam, Kahilipara, Guwahati-19	Diploma	Engineering & Technology	Architectural Assistantship	40	Diploma	Engineering & Technology	Computer Engineering	40	Diploma	Engineering & Technology	Modern Office Management	40
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Diploma	Engineering & Technology	Computer Engineering	40																							
Diploma	Engineering & Technology	Modern Office Management	40																							
5. Governance																										

Governing Body (GB)	<ol style="list-style-type: none"> 1. President: Dr. Bipul Talukdar, Principal(i/c). Assam Engineering College & Professor, Civil Engineering, Assam Engineering College, Guwahati 2. Secretary, Ex-Officio: Dr. Nazrul Haque, Principal, PCPS Girls' Polytechnic 3. Member 1: Sri Deepankar Kakati, Retd. Addl. Chief Engineer, Guwahati Municipal Corporation 4. Member 2: Sri Apurba Saikia, Retd. Ex-Engineer, Irrigation Department 5. Member 3: Sri. Tapan Mahanta (Representative of Parents of student studying in the Institute) 6. Member 4: Mrs. Jyotsna Das, H.O.D., Computer Engg., PCPS Girls' Polytechnic (Teachers Representatives to the GB) 7. Member 5: Dr. Syeda Musfia Begum, H.O.D.(i/c), MOM Deptt. PCPS Girls' Polytechnic (Teachers Representatives to the GB) 8. Member 6: Sri Mahesh Chandra Rajbongshi, Sr. Asst, PCPS Girls' Polytechnic (Non-Teaching Staff Representative to the GB) 9. Member 7: Ms. Janmoni Baruah, Sub-Engineer (Civil), Irrigation Department (Alumni Representative to the GB) 10. Member 8: Ms. Minakshi Buragohain (Architecture Firm) (Industry Representative to the GB) 11. Member 9: Mrs. Sarala Bala Rabha, Librarian, PCPS Girls' Polytechnic, (Ex-Officio Member to the GB)
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Organizational chart and processes



Online Grievance Redressal mechanism for Students, Teaching/Non-Teaching staff and Parent

pcpsgirlspoly.edugrievance.com

Oréll **Grievance**

P.C.P.S Girls' Polytechnic

PCPS Girls Polytechnic College

Student

Teacher/ Non-Teaching staff

Admin

Parent

Grievance / Management

Contact Us

Students, Teaching/Non-Teaching staff and Parent can submit grievance online through <https://pcpsgirlspoly.edugrievance.com/>

Grievance Redressal
mechanism for
Faculty, staff and
students



OFFICE OF THE PRINCIPAL, PCPS GIRLS' POLYTECHNIC,
BAMUNIMAI DAN, GUWAHATI-781021
E-mail: girlspolyghy021@gmail.com



Memo No. GP/Estt./Notice/2025/

Dated

NOTICE

The **Grievance Redressal Committee** of PCPS Girls' Polytechnic is hereby reconstituted with the primary objective of creating a fair and transparent mechanism for resolving disputes and maintaining a positive atmosphere in the campus of the Institute. The Committee will deal with variety of grievances concerning academic and administrative concerns, interpersonal conflicts, and any other matters that may arise within the Institute community.

Sl. No.	Name	Designation	Role in the Cell	Phone Number
1.	Dr. Nazrul Haque	Principal	Chairperson	9435012060
2.	Mrs. Jyotsna Das	HOD, Computer Engg.	Member Secretary	8638126241
3.	Dr. Syeda Musfia Begum	H.O.D.(i/c), MOM	Member	9435102318
4.	Sri. G.R.Kalita	H.O.D (i/c) Civil Engg.	Member	9435307024
5.	Sri. Sankha Pani Bharali	Lecturer (SG), Computer Engg.	Member	7002052582
6.	Dr. Papori Rani Barooah	Lecturer (SG), English	Member	9435113328
7.	Ms. Annesha Sen	Lecturer, Mathematics	Member	8812922341
8.	Mrs. Kankana Deka	Sr. Instructor, MOM	Member	9864544978
9.	Sri. Nabin Ramchary	Foreman	Member	8638265686
10.	Sri. Gautam Barman	Retd. H.O.D., Mechanical Engg. A.E. I., Guwahati	Special Invitee	7002873509
11.	Ms. Janmoni Hazarika	General Secretary, GPSU	Special Invitee	7636951468

hnm
Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati - 21
PCPS Girl's Polytechnic
@umail-21

Memo No. GP/Estt./Notice/2025/ 1701-05

Dated 08/10/25

Copy for information

1. Concerned persons
2. Circulation
3. Institute Notice Board
4. Institute Website In-charge
5. Office File

hnm
Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati - 21
PCPS Girl's Polytechnic
@umail-21

Establishment of Anti Ragging Committee

		PRINCIPAL, PCPS GIRLS POLYTECHNIC, BAMUNIMAIMADAM, GUWAHATI-781021 e-mail: girlspolyghy021@gmail.com 																																																																								
Memo No. GP/Estt./Notice/2025/ 		Dated																																																																								
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Memo No. GP/Estt./Notice/2025/1104-11		Dated <u>14/08/25</u>																																																																								
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Establishment of Anti Ragging Squad



OFFICE OF THE PRINCIPAL, PCPS GIRLS' POLYTECHNIC,
BAMUNIMAADAM, GUWAHATI-781021
e-mail: girlspolyghy021@gmail.com



Memo No. GP/Estt./Notice/2025/

Dated

**NOTICE
ANTI RAGGING SQUAD**

An Anti-Ragging Squad for PCPS Girls' Polytechnic for the Academic Session 2025-26 is hereby constituted with the following members with immediate effect.

Sl. No	Name	Designation	Phone Number	Role in the Committee
1.	Sri Sankha Pani Bharali	Lecturer (SG), Computer Engg	7002052582	Member Secretary
2.	Sri. Ratneswar Kalita	Lecturer (SG), Civil Engg	9954098247	Member
3.	Mrs. Sarala Bala Rava	Librarian	7635990712	Member
4.	Ms. Annesha Sen	Lecturer, Mathematics	8812922341	Member
5.	Sri. Hirak Jyoti Baishya	Lecturer, Architecture	8638252828	Member
6.	Mrs. Kankana Choudhury	Lecturer, Physics	9365605613	Member
7.	Sri. Nabin Ramchhary	Foreman	8638265686	Member
8.	Sri. Juganto Bora	Jr. Instructor, MOM	9678969919	Member
9.	Sri. Kami Ram Deka	Jr. Instructor, Computer Engg	8638214390	Member
10.	Mrs. Pranita Choudhury	Matron	9864328475	Member
11.	Ms. Janmoni Hazarika	AGS, GPSU	7636951468	Member
12.	Ms. Diku Kalita	Secretary, Cultural, GPSU	9126677271	Member
13.	Ms. Moushumi Gogoi	Secretary, Sports, GPSU	6001415536	Member

The Squad will remain alert at any time and would make periodic and surprise visits to the hostels and other places of potential ragging. The Squad shall adopt the strategies against ragging at the Institute and shall create awareness among the students about disciplinary actions that may invite to anyone indulging in ragging. The squad will report to the Principal/Anti-ragging Committee for necessary support or action in case of any incident of Ragging.

Sd/-
Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati – 21

Memo No. GP/Estt./Notice/2025/ 1112 – 18

Dated 14/08/25

Copy for information and necessary action

1. All the H.O.D./H.O.D.(i/c)
2. The Hostel Superintendent
3. Circulation to all concerned persons
4. Institute Notice Board
5. Hostel Notice Board
6. Institute Website In-charge
7. Office File

Mr. *14/8/25*
Principal
PCPS Girls' Polytechnic
Guwahati- 21 Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati – 21
BY

Establishment of Online Grievance Redressal Mechanism



OFFICE OF THE PRINCIPAL, PCPS GIRLS' POLYTECHNIC,
BAMUNIMAI DAN, GUWAHATI-781021
■ 91 9531441953, E-mail: girlspolyghy021@gmail.com



Grievance Redressal Mechanism

PCPS Girls' Polytechnic
Bamunimaidan, Guwahati-21

❖ ABOUT THE CELL:

PCPS Girls' Polytechnic is committed to creating a safe, transparent, and student-friendly environment by addressing grievances promptly and fairly. To ensure this, the institution has established **Grievance Redressal Mechanism** in compliance with the guidelines of the All India Council for Technical Education (AICTE) and other statutory bodies. Grievances Redressal Cell deals with processing of grievances received from the Public and Stakeholders in accordance with grievance procedures set out for implementation of the policy.

❖ OBJECTIVES:

- To provide a fair, impartial, and consistent platform for redressal of grievances.
- To create a responsive and accountable system for students, faculty, and staff (Teaching/Non-Teaching).
- To follow procedures in receiving, handling, and responding to any grievance against individual/department/institute in respect of the services offered by it.
- To enhance trust and transparency in institutional functioning.
- To be compliant to the provisions of the AICTE grievance regulations, and any guidelines or notification issued by the statutory authority relating to grievances

❖ SCOPE OF GRIEVANCES:

The mechanism addresses grievances related to:

- Academic matters (teaching-learning, examinations, evaluation, etc.)
- Administrative issues (facilities, infrastructure, library, hostel, etc.)
- Student amenities (canteen, toilets, transport, internet, etc.)
- Harassment, discrimination, or unfair treatment.
- Any other issues affecting the students, faculties, or staffs.

❖ PROCEDURE:

1. The complainant can raise grievances through the following modes:

- o **Online Submission:** A dedicated link for the Online Grievance Redressal Portal is available on the official website of PCPS Girls' Polytechnic. Public and stakeholders (students, faculty, staff, or parents) can register grievances anytime by visiting the institute website portal complain i.e. <https://pcpsgirlspoly.edugrievance.com/>
- o Phone Call: Message/Call to contact number specified on institute website to register the complaint.
- o Email: The complainant may raise the grievance on email id specified on institute website to register the complaint.
- o Letter: The stake holder can write a letter to the authority

Abon

Principal
PCPS Girls' Polytechnic
Guwahati- 21



OFFICE OF THE PRINCIPAL, PCPS GIRLS' POLYTECHNIC,
BAMUNIMAI DAN, GUWAHATI-781021
■ 91 9531441953, E-mail: girlspolyghy021@gmail.com



2. Scrutiny & Action:

- Grievances are forwarded to the **Grievance Redressal Committee (GRC)** for review.
- The Committee examines the issue, seeks clarification if required, and initiates corrective measures.
- The complaint shall be transferred to the concerned intermediary within three working days; however, resolution time shall not exceed 60 days from the date of the receipt of the complaint from the complainant

3. Resolution, Communication and disposal of grievance:

- The Committee resolves the grievance within a stipulated timeframe (generally 60 working days from the date of receipt of complaint).
- All records pertaining to grievance/complaint will be preserved.
- Every grievance shall be disposed of within a period of 60 days of its receipt and a final reply shall be informed to the complainant, containing details of resolution or rejection of the complaint, with reasons thereof recorded in writing.

4. Composition of the Grievance Redressal Committee (GRC)

- **Chairperson:** Principal of PCPS Girls' Polytechnic
- **Member Secretary:** Head of the Department
- **Members:**
 - Three Senior Faculty Members including female faculty and representation from SC/ST/OBC categories
 - One Teaching Supporting Staff representative
 - One Non-Teaching Supporting staff representative
- **Special Invitees:**
 - An external member who serves as a Special Invitee, particularly for more complex or unresolved faculty/staff grievances. (Special Invitee nominated by Principal)
 - One Student Representative (Special Invitee nominated by Principal)

5. Benefits of the Mechanism

- Ensures confidentiality and anonymity of complainants.
- Promotes speedy, transparent, and accountable redressal
- Reduces grievances by addressing root causes.
- Strengthens student-teacher-administration relationships.

6. Integration with National Portal

The institution has also linked its mechanism with the **AICTE Student Grievance Redressal Portal** (<https://grievance.aicte-india.org/>) to ensure compliance and accountability at the national level.

[Signature]
Principal
PCPS Girls' Polytechnic
Guwahati- 781021

Establishment of
Internal Complaint
Committee (ICC)



OFFICE OF THE PRINCIPAL, PCPS GIRLS' POLYTECHNIC,
BAMUNIMAIDAN, GUWAHATI-781021
E-mail: girlspolyghy021@gmail.com



Memo No. GP/Estt./Notice/2025/

Dated

NOTICE

An **Internal Complaint Committee (ICC)** of PCPS Girls' Polytechnic is hereby re-constituted with the following members as per the All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Educational Institutions) Regulations, 2016.

Sl. No.	Name	Designation	Role in the ICC
1	Mrs. Jyotsna Das	HOD, Computer Engineering	Chairperson
2	Dr. Syeda Musfia Begum	H.O.D.(i/c), MOM	Member Secretary
3	Dr. Papori Rani Barooah	Lecturer (SG), English	Member
4	Mrs. Mamoni Das	Advocate, The Guwahati High Court	Member
5	Mrs. Sarala Bala Rabha	Librarian	Member
6	Mrs. Anasuya Goswami	Lecturer, Civil Engineering	Member
7	Mrs. Amrita Sabhapandit	Lecturer, Architecture	Member
8	Ms. Sarina Ahmed	President, Girls' Polytechnic Student Union (GPSU)	Member
9.	Ms. Janmoni Hazarika	General Secretary, Girls' Polytechnic Student Union (GPSU)	Member

The Committee will deal with the following matters

1. Gender Sensitization
2. Prevention and prohibition of Sexual Harassment of Women Employees
3. Prevention and prohibition of Sexual Harassment of Students
4. Complaints in any other related issues that may be required to be handled by the ICC

sd/-
Principal
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati – 21

Memo No. GP/Estt./Notice/2025/ 1468 – 73

Dated 11/09/25

Copy for information to

1. All the H.O.D./H.O.D.(i/c)
2. Concerned persons
3. Circulation
4. Institute Notice Board
5. Institute Website In-charge
6. Office File

Abir
Principal
PCPS Girls' Polytechnic
Guwahati – 21
Principal
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati – 21

RJ

11/09/25

Establishment of
Committee for SC/ST



OFFICE OF THE PRINCIPAL, PCPS GIRLS' POLYTECHNIC,
BAMUNIMAI DAN, GUWAHATI-781021
E-mail: girlspolyghy021@gmail.com



Memo No. GP/Estt./Notice/2025/

Dated

Order

The **Committee for SC/ST** has been constituted to resolve the matters of SC/ST students and employees of the Institute as per instruction of AICTE (AICTE Approval Process Handbook 2024-27). The Committee comprises of the following:

Sl. No.	Name	Designation	Role in the Committee
1.	Mrs. Jyotsna Das	HOD, Computer Engineering	Chairperson
2.	Sri. Sankha Pani Bharali	Lecturer (SG), Computer Engg	Member
3	Mrs. Sarala Bala Rabha	Librarian	Member
4	Sri. Nabin Ramchary	Foreman	Member
5.	Dr. Bornali Baishya	Jr. Assistant	Member

The Committee for SC/ST will deal with the following matters

1. The complaints related to general academic affairs for SC/ST Students
2. The complaints related to general administrative matters of SC/ST Students and Employees
3. The complaints in any other related issues that may be required to be handled by the Committee for SC/ST

sqd.
Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati - 21

Memo No. GP/Estt./Notice/2025/ 1480 - 85

Dated 11/09/25

Copy for information and necessary action

1. All the H.O.D./H.O.D.(i/c)
2. Concerned persons
3. Circulation
4. Institute Notice Board
5. Institute Website In-charge
6. Office File

nmw 11/09/25
Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati - 21
RP

Internal Quality Assurance Cell



OFFICE OF THE PRINCIPAL, PCPS GIRLS' POLYTECHNIC,
BAMUNIMAI DAN, GUWAHATI-781021
E-mail: girlspolyghy021@gmail.com



Memo No. GP/Estt./Notice/2025/

Dated

Order

The Internal Quality Assurance Cell (IQAC) of PCPS Girls' Polytechnic is hereby constituted with the following members with immediate effect. The Cell will take initiatives for quality enhancement, creation of Institutional database, analysis of Stakeholder's feedback and for preparation of the Annual Quality Assurance Report (AQAR).

Sl. No	Name	Designation	Role in the Committee
1.	Dr. Nazrul Haque	Principal	Chairperson
2.	Mrs. Jyotsna Das	H.O.D. Computer Engg	Teacher Member
3.	Dr. Syeda Musfia Begum	H.O.D.(i/c), MOM	Teacher Member
4.	Sri. Gobinda Ram Kalita	H.O.D.(i/c) Civil Engg	Teacher Member
5.	Ms. Dikshita Goswami	Lecturer, Chemistry	Coordinator
6.	Ms. Kankana Choudhury	Lecturer, Physics	Jt. Coordinator
7.	Ms. Lopa Goswami	Lecturer, Architecture Assistantship	Jt. Coordinator
8.	Mrs. Sarala Bala Rabha	Librarian	Member
9.	Sri Dipankar Kakati	Rtd. Addl. Chief Engineer, GMC	Member, GB Representative
10.	Mrs. Jumi Deka Choudhury	Proprietor, Rumi Jumi Enterprise G.S.Road, Sixmile, Guwahati	Member, Industry Representative
11.	Mrs. Himani Pathak	Senior Supervisor, ITI, Guwahati	Member, Alumni Representative
12.	Sri. Utpal Choudhury	Entrepreneur & Resident of Mangaldoi Town	Member, Parent Representative
13.	Sri. Nabin Ramchary	Foreman	Member, Non-Teaching Staff Representative
14.	Ms. Paree Bhuyan	Sr. Instructor, Architecture Assistantship	Supporting Teaching staff Member
15.	Ms. Janmoni Hazarika	GS, Girls' Polytechnic Student Union	Member, Student Representative

Sd/-
Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati - 21

Memo No. GP/Estt./Notice/2025/ 1782 - 83
Copy for information and necessary action

- Concerned persons
- Office File

Dated 14/10/25

14/10/25
Principal,
PCPS Girls' polytechnic,
Bamunimaidam, Guwahati - 21

6. Programmes

Name of Programme Approved by AICTE

Three Years Diploma Courses in

- Civil Engineering
- Computer Engineering
- Architectural Assistantship
- Modern Office Management

Name of Programmes Accredited by NBA	NIL					
Status of Accreditation of the Courses	1. Total Number of Courses: 4 2. No. Of Courses for which applied for Accreditation: 1					
Total No of Courses	03 (three) For Each Programme details are given in below					
Name	Number of Seats	Duration (years)	Cut off marks/rank of admission during the last three years	Admission Fee (as approved by the State Govt) (Rs.)	Placement Facilities	Campus Placement in last three years with minimum salary, maximum salary and average salary
Civil Engineering	40	3	NA	4700.00	Yes	
Computer Engineering	40	3	NA	4700.00	Yes	
Architectural Assistantship	40	3	NA	4700.00	Yes	
Modern Office Management	40	3	NA	4700.00	Yes	
Name and duration of programme(s) having Twinning and Collaboration with Foreign University and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details: 1. Name of the University 2. Address 3. Website 4. Accreditation Status of the University in its Home Country 5. Ranking of the University in its Home Country 6. Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country 7. Nature of Collaboration 8. Conditions of Collaboration 9. Complete details of payment a student has to make to get the full benefit of the Collaboration					Not Applicable	
For each Programme Collaborated, provide the following 1. Programme focus 2. Number of seats 3. Admission procedure 4. Fee 5. Placement Facility 6. Placement records for last three years with minimum salary, maximum salary, average salary					Not Applicable	

Whether the Collaboration Programme is approved by AICTE? If not whether the Domestic/Foreign University has applied to AICTE for approval	Not Applicable
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7. Faculty

Branch wise list of Faculty Members	1. Civil Engineering : i. H.O.D.: 01 ii. Lecturer: 04 2. Computer Engineering: i. H.O.D. : 01 ii. Lecturer: 04 3. Architectural Assistantship i. H.O.D.: 01 ii. Lecturer: 04 4. Modern Office Management i. H.O.D.: Nil ii. Lecturer: Nil
Permanent Faculty	19
Adjunct Faculty	NIL
Permanent Faculty: Student ratio	23.15
Number of Faculties employed and left during the last three years	Employed- 8 nos. Retired -6 nos.

8. Profile of Principal

i.	Name	Dr. Nazrul Haque
ii.	Date of Birth	01.04.1966
iii.	Unique ID	NA
iv.	Educational Qualifications	PhD
v.	Work Experience /Teaching Research Industry Others	35 Years
vi	Area of Specialization	Electronics & Communication Engineering
vii.	Course taught at Diploma/Post Diploma/Under Graduate/Post Graduate/ Post Graduate Diploma	Diploma
viii.	Research guidance i. No. Of papers published in National /International Journals/Conferences ii. Master iii. Ph. D	Nil
ix.	Projects carried out	Nil
x.	Patents	NIL
xi.	Technology Transfer	NIL
xii.	Research Publications	5 Numbers in International Conferences in Ph.D
xiii.	No. of books published with details	NIL

9. Fee

Details of fees as approved by State Fee Committee, for the institution	Rs.4700.00 for all candidates except for Tuition Fee Waiver category excluding examination fees, hostel rent and mess dues.
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Time schedule for payment of fee for the entire programme	At the start of each semester.
No. of fee waivers granted with amount and name of students	NIL
Number of scholarships offered by the Institution, duration and amount	<p>Scholarship to the students are provided through National Scholarship Portal in different categories:</p> <ul style="list-style-type: none"> • Scholarship for SC/ST/OBC students • AICTE-Pragati Scholarship for Girls' • Minority Scholarship • Financial Support for NER (NEC Merit Scholarship)
Criteria for fee waivers/scholarship	Tuition Fee = Rs.1,000/- per year fee waiver for TFW students.
Estimated cost of Boarding and Lodging in hostels	Hostel Fees = Mess Dues to be paid per month is Rs. 1800/-

10. Admission

Number of seats sanctioned with the year of approval	GEN=56, PH=, OBC/MOBC=23 , SC=9, ST(P)=12, ST(H)=6, TGLC/EXTGLC=2, FF=2, Koch=2 , Tai AHOM=2, CHUTIA=1, MORAN=1, MATAK=1, TFW=0, EWS=12, PH=6, Retired Defence Person=1, NCC=1, Sports=1, Cntral Govt. Employee=0, Total=132				
Number of students admitted under various categories each year in the last three years	Year	Name of the course	Provision of reservation under different category (Detail category wise provision may be made)	Actual enrolment of students under the category	Total Enrolment
	2022-23	Civil Engineering	UR=19, OBC/MOBC=8, SC= 3, ST(H)= 2, ST(P)=4, TGLC/EXTGLC= 1, KOCH RAJBONSHI =1, TAI AHOM= 1, EWS = 4, PWD = 1	GEN = 19, OBC/MOBC= 8, SC= 3, ST(P) = 4, ST(H) = 2, TGLC = 1, KOCH RAJBONSHI =1, TAI-AHOM = 1, EWS=4,	43
		Computer Engineering	UR= 17, OBC/MOBC= 6, SC =3, ST(H) = 2, ST(P) = 4, KOCH RAJBONSHI = 1, TAI AHOM = 1, CHUTIA = 1, RDP = 1, FF=1, SPORTS Quata = 1, EWS = 4, PWD = 2	GEN=17, SC=3, ST (P) = 4, ST(H) = 1, OBC = 6, EWS = 4, TAI AHOM = 1, KOCH RAJBONSHI = 1, CHUTIA = 1	38
		Architectural Assistantship	GEN = 17, OBC/MOBC = 5, SC=3, ST(H)=2, ST(P)=3, TGLC/EXTGLC=1, KOCH RAJBONSHI = 1, MORAN =1, PWD=4, TAI AHOM	UR = 17, OBC/ MOBC =5 , SC= 3, ST(H) = 1, ST(P)= 3, KOCH RAJ = 1, MORAN = 1, EWS = 4, TGL C= 1, TAI AHOM = 1	37

		=1, FF=1, NCC QUATA = 1, EWS=4		
	Modern Office Management		GEN =16, OBC = 4	20
2023- 24	Civil Engineering	UR=19, OBC/MOBC=8, SC= 3, ST(H)= 2, ST(P)=4, TGLC/EXTGLC= 1, KOCH RAJBONSHI =1, TAI AHOM= 1, EWS = 4, PWD = 1	Gen = 19 , OBC = 8, SC=3, EWS = 4, ST(P) = 4, ST(H) = 2, TGLC = 1, KOCH RAJBANSHI = 1, PWD = 1, TAI AHOM = 1	44
	Computer Engineering	UR= 17, OBC/MOBC=6, SC =3, ST(H) = 2, ST(P) = 4, KOCH RAJBANSHI = 1, TAI AHOM = 1, CHUTIA = 1, RDP = 1, FF=1, SPORTS Quata = 1, EWS = 4, PWD =2	GEN =12 , OBC = 6, EWS = 3, ST(P) = 3, ST (H) = 1, SC = 1, PWD = 1	27
	Architectural Assistantship	GEN = 17, OBC/MOBC = 5, SC=3, ST(H)=2, ST(P)=3, TGLC/EXTGLC=1, KOCH RAJBANSHI = 1, MORAN =1, PWD=4, TAI AHOM =1, FF=1, NCC QUATA = 1, EWS=4	GEN =14, EWS = 1, OBC = 5, ST(P) = 4, ST (H) = 0, SC = 1, TAI AHOM = 1	26
	Modern Office Management		GEN = 10, OBC = 2	12
2024- 25	Civil Engineering	UR=19, OBC/MOBC=8, SC= 3, ST(H)= 2, ST(P)=4, TGLC/EXTGLC= 1, KOCH RAJBONSHI =1, TAI AHOM= 1, EWS = 4, PWD = 1	GEN = 19, OBC = 8, SC = 2 , ST(P) = 4, ST(H) = 2 EWS = 4, TGLC = 1, KOCH RAJ = 1, TAI AHOM = 1, PWD = 1	43
	Computer Engineering	UR= 17, OBC/MOBC=6, SC =3, ST(H) = 2, ST(P) = 4, KOCH RAJBANSHI = 1, TAI AHOM = 1, CHUTIA = 1, RDP = 1, FF=1, SPORTS Quata = 1, EWS = 4, PWD =2	GEN = 23, OBC = 7, SC = 3, EWS = 4, ST(P) = 4, ST (H) = 1, TAI AHOM = 1, FF= 1	44

		Architectural Assistantship	GEN = 17, OBC/MOBC = 5, SC=3, ST(H)=2, ST(P)=3, TGLC/EXTGLC=1, KOCH RAJBANSI = 1, MORAN =1, PWD=4, TAI AHOM =1, FF=1, NCC QUATA = 1, EWS=4	GEN = 29, OBC = 2, SC = 2, EWS = 3, ST(P) = 3, TAI AHOM = 1, TGLC = 1 KOCH RAJ = 1	42
		Modern Office Management		GEN = 7, OBC = 1	8
Number of applications received in last two years for admission under management quota and number admitted		Not Applicable.			
12. Admission Procedure					
Mention the admission test being followed, name and address of the Test Agency and its URL(website)		1. Polytechnic Admission Test (PAT) conducted by DTE up to 2023-24. 2. From 2024-25 and onwards Polytechnic Admission conducted by Directorate of Technical Education in accordance with SAMARTH. https://dte.assam.gov.in/ , https://dte-assamadm.samarth.ac.in/			
Number of seats allotted to different Test Qualified candidate separately (AIEEE/CET(State Conducted Test / University Test / CMAT/ GPAT)/ Association Conducted Test		NA			
Calendar for admission against Management/ Vacant Seats a) Last date of request for admission b) Last date of submission of applications c) Dates of announcing final results d) Release of admission list (main list and waiting list shall be announced on the same day) e) Date of acceptance by the candidate(time given shall in no case be less than 15 days f) Last date of closing of admissions g) Starting of Academic session h) The waiting list shall be activated only on the expiry of the main list i) The policy of refund of the fee, in case of withdrawal shall be clearly notified		NA			

13. Criteria and weightages for admission

Describe each criterion with its respective weightage i.e. Admission Test, marks in qualifying exam etc.	<ol style="list-style-type: none"> 1. Merit list prepared through Polytechnic Admission Test (PAT) (up to 2023-24). 2. From 2024-25 and onwards Polytechnic Admission is conducted by Directorate of Technical Education in accordance with SAMARTH. https://dte.assam.gov.in/, https://dte-assamadm.samarth.ac.in/ Merit list is prepared based on the total marks obtained in 4 subjects (English, Mathematics, Science & Social Science/Geography/..)
Mention the minimum level of acceptance if any	<p>40% marks on Average in Mathematics and Science for General Candidates</p> <p>35% marks on Average in Mathematics and Science for SC Candidates.</p> <p>33% marks on Average in Mathematics and Science for ST Candidates.</p> <p>Age: Minimum- 16 Years</p>
Mention the cut-off levels of percentage and percentile score of the candidates in the admission test for the last three years	As per merit list prepared by the DTE, Assam for the applied candidates of a particular session.
Display marks scored in Test etc. And in aggregate for all candidates who were admitted	Admission conducted centrally by the DTE, Assam

14. List of Applicants

List of candidates whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile for Management Quota Seats	Not Applicable
15. Results of Admission under Management Seats/Vacant Seats:	
Composition of selection team for admission under Management Quota with the brief profile of members (The information be made available in the public domain after the admission process is over)	Not Applicable
Score of the individual candidate admitted arranged in order of merit	Not Applicable
List of candidates who have been offered admission	Not Applicable
Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidate	Not Applicable
List of the candidates who joined within the date, vacancy position in each category	Not Applicable

before operation of waiting list				
15. Information of Infrastructure and other Resources available				
Number of class rooms and size of each in sq. m	Sl. No.	Room No.	Size	Utility
	1	Room No-104	56.42 Sq. Meter	Smart Class Room
	2	Room No. 106	45.10 Sq. Meter	Class Room
	3	Room No. 107	57.04 Sq. Meter	Class Room
	4	Room No. 108	57.04 Sq. Meter	Class Room
	5	Room No. 109	57.04 Sq. Meter	Smart Class Room
	6	Room No. 201	62.40 Sq. Meter	Class Room
	7	Room No-202	52.0 Sq. Meter	Class Room
	8	Room No-204	54.60 Sq. Meter	Class Room
	9	Room No-205	70.20 Sq. Meter	Class Room
	10	Room No-206	60.84 Sq. Meter	Class Room
	11	Room No-207	73.03 Sq. Meter	Class Room
	12.	Room No-208	57.96 Sq. Meter	Smart Class Room with VC facility
Number of Tutorial rooms and size of each in sq. m	1 No. with size of 58 Sq. Meter			
Number of Laboratories and size of each in sq. m	Sl. No	Room No.	Size	Utility
	1.	Room No. 13	134.04 Sq. Meter	AA Computer Lab
	2.	Room No.	71.82 Sq. Meter	ST/SC Computer Lab
	3.	Room No.	57.04 Sq. Meter	CADD Lab
	4.	Room No.	57.04 Sq. Meter	Language Lab
	5.	Room No.	89.60 Sq. Meter	Chemistry Lab
	6.	Room No.	87.92 Sq. Meter	Physics Lab
	7.	Room No.	428.14 Sq. Meter	Workshop
	8.	Room No.	71.82 Sq. Meter	Electronics Lab
	9.	Room No.	89.27 Sq. Meter	Hydraulics Lab
	10.	Room No.	75.67 Sq. Meter	Material Testing Lab

	11.	Room No.	45.57 Sq. Meter	GTE Lab
	12.	Room No.	48.75 Sq. Meter	Surveying Lab
	13.	Room No	46.87 Sq. Meter	Environment Lab
Number of Drawing halls with capacity of each in sq .m	Sl. No	Room No.	Size	Utility
	1.	Room No-103	94.24 Sq. Meter	Drawing Hall
	2	Room No-110	89.60 Sq. Meter	Drawing Hall
	3	Room No-203	120.90 Sq. Meter	Drawing Hall
Number of computer centres with capacity of each in sq. m	1 No with 132.60 Sq. Meter			
Central Examination Facility, Number of Rooms and capacity of each in sq.	Sl. No	Room No.	Size	Utility
	1	Room No. 101	21.70 Sq. Meter	Exam Cell
	2	Room No-102(A)	33.48 Sq. Meter	Exam Cell
	3.	Room No- 102(B)	21.08 Sq. Meter	Exam Cell
Barrier free Built Environment for disabled and elderly persons	Not Available			
Occupancy certificate	NA			
Fire and safety certificate	Applied			
Hostel facilities	2 Hostels with capacity of 180 students			
Library a) Number of Library Books / Titles/ Journals available (programme wise) b) List of online National / International Journals subscribed c) E-Library facilities	<p>(a)</p> <p>1. Civil Engg. Title:206, Volume:2960, Print Journal:3</p> <p>2. Computer Engg. Title:165, Volume:850, Print Journal:3</p> <p>3. Architecture Assistantship: Title:208, Volume:2155, Print Journal: Nil</p> <p>4.Modern Office Management (MOM) Title:142, Volume:2560, Print Journal: Nil</p> <p>5. Chemistry: Title:49, Volume:350</p> <p>6. Physics: Title:65, Volume: 380</p> <p>7. Mathematics: Title:47, Volume: 900</p> <p>8. Environment: Title: 51, Volume:300</p> <p>9. Electrical/Electronics: Title:49, Volume :250</p> <p>10. Others Title :140, Volume: 2605</p> <p>Total: Title: 1122, Volume: 13210</p> <p>b) 6</p>			

	c) Yes		
Laboratory and Workshop a) List of major equipment / facilities in each laboratory / workshop b) List of Experimental Setup in each Laboratory/ Workshop	S. No	Name of Lab/ Workshop	Major equipment/ facility
	1	Hydraulic Lab	Orifice & mouthpiece apparatus, Impact of Jet on Vanes apparatus, Notch Apparatus, Venturi meter & orifice meter Apparatus, Bernoulli's Theorem Apparatus, Losses due to pipe fittings, sudden enlargement and Contraction apparatus, Losses due to friction in pipe lines apparatus
	2.	Material Testing Lab	Universal testing machine (UTM), Compressive strength Testing Machine (Maximum load = 3000 Kn), Le-chate lier apparatus, Vicut apparatus
	3.	Geotechnical Lab	Direct shear test apparatus, Proctor Compaction test apparatus, Test Sieves, Casagrande apparatus
	4.	Survey Lab	Theodolite Instrument, Auto level Instrument, Total Station Instrument, Plane table surveying instruments, Dumpy level Instrument
	5.	Transport Engineering Lab	Impact test apparatus
	6.	Environment Lab	PH Meter, TDS Meter, Water Testing Kit
	7.	Computer Lab 1 (SC/ST Lab)	40 Nos {(14 nos. HP Make with 8GB RAM 500GB HDD, i3 Intel core 13th Gen PC), (20 no ACER Make with 8GB RAM 1TB HDD Intel core 6th Gen) and (6 nos. ACER Make with 4GB RAM 1TB HDD Intel core i3 6th Gen}
	8.	Computer Lab 2	12 nos. with 4GB RAM 500 GB HDD, Intel core i5 4th Gen (7 No. Lenovo Make & 7 nos. IBM Make PC) Desktop
	9.	Computer Lab 3	20 No. HDD 500GB, RAM 4 GB, Processor Intel Core i3 7th Gen 9 Nos., Intel Core i5 3rd Gen (ACER 7 nos., ThinkCentre 11 Nos

	10.	Language Lab	1 No. Server and 20 No. Terminals
	11.	Architecture Computer Lab	29 No. (11 Acer Make, 15 Lenovo, ThinkCentre 3) HDD 500GB, 4GB RAM, Intel Core i5 3 RD Gen/4 th Gen/7 th Gen
	12.	Civil Engineering CADD Lab	21 No. ThinkCentre Make HDD 500 GB, 4GB RAM, Intel Core i3 7 th Gen
	13.	TTL Computer Lab (Tata COE)	1 No. Server with rack Intel Xeon Silver 4114 2.2G, 10C/20T, 9.6GT/s, 14M Cache, Turbo, HT (85W) DDR4-2400, 600GB x 5nos. 10K RPM SAS, 12Gbps 512n 2.5in Hot plug Hard Drive & 20 Nos Industrial Workstation 32 GB RAM, NVIDIA Qdr 4GB, Intel XeonW-2123 3.6 4C, 1TB HDD, Monitor HP / Dell Series
	14.	IOT Lab (Tata COE)	10 Nos Desktop Computer Dell OptiPlex 3080 Tower XCTO with 20" Monitor- E2020H 10 Nos Equipment sets with Components & Sensors (Servo Motor, Relay Controller- Arduino, Wi-Fi & Bluetooth Module etc., Sound Sensor, Touch Sensor, Gas Sensor, Vibration Sensor etc..)
	15.	Advance Plumbing Technology Lab (Tata COE)	Solar Water Heater, Rainwater Harvesting, Soak Pit, Water Leak Detector, Touchless Faucet, Water Meter, Sprinklers & Fire Suppression System

	16. Advance Painting Technology Lab (Tata COE)	1 No. Paint Spray Booth (DB15 Dry Type Technology, Ground Mounted, Side Draft Type, Painting Booth, Suction Chamber, Hood & Damper for Velocity Control etc) With Spray Painting Gun & System (Pressure Feed Spray Gun Pressure Feed Container with Stirrer, Paint Hose & Air Hose)
	17. Virtual Welding & Painting Lab (Tata COE)	2 No. XR Station 2 No. XR KIT (Trackers * 6, Processor, Trolley) Accessories 2 No. each (Stick, TIG, MIG, Welding Parts: Plates *10 & Pipes * 5 Work Stan, HVLP Paint Gun, Airless Paint Gun)
	18. Additive Manufacturing Lab (Tata COE)	3D Printer Digital Light Processing (DLP) using non-contact membrane technology along with 3D Sprint software
	19. Advanced Automobile Lab (Tata COE)	1 No. Car Lift-4 Ton (Hydraulic Lift Model with Lifting Capacity 4 Ton) 1 No. TATA Motors TATA ACE-Chassis (TATA Ace-Chassis Petrol MPFI Vehicle without load body)
	20. Advance Automobile Lab (E V) (Tata COE)	1 No. TATA Motors EV Vehicle - TATA Tigor
	21. Process Control & Automation Lab (Tata COE)	1 No. AVEVA / Schneider Electric (SCADA Software PLC, AC Drives, Energy Meters, Sensors, Electrical wiring and Accessories, Mounting Kit, Network Accessories Cables)
	22. Advance Manufacturing, Machining & Fabrication Lab (Tata COE)	CNC Vertical Machining Centre , 1 Industrial Machine with accessories as mentioned Make: ACE MICROMATIC (High speed Vertical

		Machining centre Spindle nose taper 7/24 No.40 • Spindle power (Fanuc Make) 1 Min/15 Min/Cont. Rating -11 / 7.5 / 5.5 KW • AC Servo axes drive (Fanuc Make) • Spindle Bearing Diameter ø 60mm • Tool shank BT-40 Spindle with ID taper 7/24 taper No. 30 Spindle speed 80 to 8000 RPM, Direct Drive Table size 750 x 400 mm. X 500 mm, Y 400 mm, Z 450 mm ATC 24 tools, Max tool size d 80 Coolant tank, Signal tower Fanuc Oi MF plus CNC system 4th axis drive and motor 180 mm 4th axis rotary table)
23.	Industrial Robotics with Arc Welding Lab (Tata COE)	Industrial Robotics with Arc Welding (YASKAWA AR1440), Industrial Robotics Handling Robot (YASKAWA GP12), Robot Controller, Welding Power Source (MotoPAC-WR100) with arc welding package, Programming Pendant
24.	Computer Hardware & Networking Lab (NITTTR Building)	18 No. (8 No. HP Make & remaining Assembled) i3 4 GB RAM, i5 2 GB HDD 500GB
25.	Microprocessor Lab (NITTTR Building)	12 No Kits (4 No. of Kits of 8085, 4 No. of Kits of 8086, 4 No. of Kits of 8051)
26.	Basic Electrical/ Electronic Lab	Power Supply & Sources {Single Phase AC Power Supply, DC Regulated Power Supply (0–30V / 0–5A typical), Variable AC Supply (Variac/Auto Transformer), Battery Eliminator} Measuring Instruments {(Digital Multimeter (DMM) Analog Multimeter, Voltmeter (AC/DC), Ammeter (AC/DC) Wattmeter, Energy Meter} Electronic Test Instruments {Cathode Ray Oscilloscope (CRO), Digital Storage

		Oscilloscope (DSO), Function Generator, Signal Generator} Lab Trainer Kits / Modules Basic Electrical Circuit Trainer, Electronic Circuit Trainer, Digital Electronics Trainer Kit, Analog Electronics Trainer Kit
	27.	Chemistry Lab PH Meter, Bunsen Burner, Incubator Shaker Weighing Machine
	28.	Physics Lab Vernier Calliper, Screw Gauge Spherometer, Meter Bridge, Boyles law apparatus, Rheostat, Voltmeter, Ammeter
	29.	Carpentry Workshop 1 no. Circular Saw machine, 1 no. Power wood Planner Machine, 1 No. Portable Hand wood Planner Machine,
	30.	Welding Workshop 1 no. Arc Welding Transformer, 1 No. TIG/MIG welding Machine, Gas welding set
	31.	Plumbing Workshop 1 no. Hydraulic pipe bending Machine, Pipe Thread cutting die set
Computing Facilities a) Internet Bandwidth b) Number and configuration of system c) Total number of systems connected by LAN d) Total number of systems connected by WAN e) Major software packages available f) Special purpose facilities available	a) (i) Internet BW Amtron: 500 Mbps, Data unlimited (ii) Internet BW BSNL: 100 Mbps (iii) Wi-Fi availability: Computer Lab1 and Computer Lab 2 (iv) Internet Access from AMTRON: Computer Lab 1, Computer Lab 2, Architectural Assistantship Computer Lab, Computer SC/ST Lab (v) Internet Access from BSNL: Library, Office, Smart Class Room 104 and 109, Workshop b) 170 Number c) 150 Number d) Nil e) Windows 10/11, MS Office, Open Office Writer, Turbo c++, Tasm 1.4, NetBeans IDE 7.1, jdk-7u2-windows-i586, BOroland C++, Adobe Photoshop CS, MYSQL, Visual Studio 2008 f) Nil	
Innovation cell	Yes	
Social media cell	Nil	
Compliance of the National Academic Depository (NAD), applicable to PGCM/PGDM Institutions and University Departments	Not Applicable	
List of facilities available a) Game and Sports facilities	(a) Yes	

b) Extra-curricular activities c) soft skill development facilities	(b) Yes (c) Yes
Teaching-Learning Process a) Curricula and syllabus for each of the programmes as approved by the University b) Academic calendar of the University c) Academic Time Table with the name of the faculty members handling the course d) Teaching load of each faculty e) Internal Continuous Evaluation System and place f) Students' assessment of faculty, system in place	(a)As per State Council for Technical Education, Assam (available at Institute website) (b) As per Directorate of Technical Education, Assam (c) Available at Institute Website (d) Available at Institute Website (e) As per State Council for Technical Education, Assam (f) Yes
For each Post Graduate Courses, give the following a) Title of the Course b) Curricula and Syllabi c) Laboratory facilities exclusive to the Post Graduate Course	Not Applicable
Special Purpose a) Software, all design tools in case b) Academic Calendar and frame work	Not Applicable

16. Enrolment and placement details of students in the last 3 years:

Year	Branch	Enrolment	
2022-23	Civil Engineering + Computer Engineering + Architectural Assistantship + Architectural Assistantship + Modern Office Management	Civil Engineering = 43 Computer Engineering = 38 Architectural Assistantship = 37 Modern Office Management = 20	
2023-24	Civil Engineering+ Computer Engineering + Architectural Assistantship + Architectural Assistantship + Modern Office Management	Civil Engineering = 44 Computer Engineering = 27 Architectural Assistantship = 26 Modern Office Management = 12	
2024-25	Civil Engineering+ Computer Engineering + Architectural Assistantship + Architectural Assistantship + Modern Office Management	Civil Engineering = 43 Computer Engineering = 44 Architectural Assistantship = 42 Modern Office Management = 08	
Year	Branch	Placement	
		Placed through In Campus/Off campus	Pursue Higher Studies
2022-23	Civil Engineering + Computer Engineering + Architectural Assistantship + Architectural	09	3

	Assistantship + Modern Office Management		
2023-24	Civil Engineering + Computer Engineering + Architectural Assistantship + Architectural Assistantship + Modern Office Management	11	2
2024-25	Civil Engineering + Computer Engineering + Architectural Assistantship + Architectural Assistantship + Modern Office Management	12	7

17. List of Research Projects / Consultancy works

Number of Projects carried out, funding agency, Grant received	AICTE-NEQIP under AICTE
Publications (if any) out of research in last three years out of Masters projects	Nil
Industry Linkage	Yes
MoUs with Industries (minimum 3)	Yes

18. EoA and subsequent EoA till the current academic Year:

Yes, available in the Institute Website