



St.MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad

CONVENING ORDER 2016-2017

ADMISSION COMMITTEE

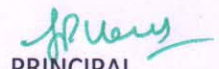
The Academic administration of the collage is decentralized and transparency is maintained by constituting various committees with senior faculty members. The Admission Committee is constituted with the following members.

	Name of the Faculty	Designation	Dept.	Mobile No.
1	Ms. S. Girija	Convener	T&P	8008333876
2	Mr. M.V.V. Gupta	Member	CSE	9010053721
3	Mr. M. Anantha Shekara Chary	Member	ECE	9949679136
4	Ms. C.N. Sangeetha	Member	EEE	8142732698
5	Ms. M. Divya Sai	Member	IT	9989195960
6	Mr. T. Paramesh	Member	MECH	9000888195
7	Mr.T Sai Krishna Teja	Member	CIVIL	7730980098
8	Ms. T. Aruna Rani	Member	S&H	9948351780
9	Mr. N. Peddi Raju	Member	MBA	8008333877

Frequency of Meeting: Once in a year

Functions and Responsibilities:

- To associate with admission procedures so that smooth admission of students is possible
- To help the administration in admission process
- To apprise the students about college rules ,regulations and JNTUH rules
- To clarify the doubts of students and parents about JNTUH rules and regulations
- Provide guidance and counseling to parents & students seeking admission
- Ensure attendance- related information and credit system is communicated to students and parents.


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