

**PROCEEDINGS OF THE PRINCIPAL PSC & KVSC GOVERNMENT DEGREE COLLEGE, NANDYAL**

**Present: Dr. N. Shashikala, M.Com., Ph.D.**

**Rc. No. 4 Spl./SIP-AC/2025**

**Date: 25-09-2025**

**Sub: PSC & KVSC Government Degree College, Nandyal – Conduct of Student Induction Programme for the Academic Year 2025–2026 – Orders – Issued.**

**Ref: Proc. CCE/Acad. Cell/SIP Guidelines/AC-13/2023, dated 08-08-2023 of the Commissioner of Collegiate Education, Guntur, Vijayawada.**

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**ORDER :**

In pursuance of the reference cited above, it is hereby informed that the **Student Induction Programme (SIP)** will be conducted in our college from **06-10-2025 to 31-10-2025**, every day from **3:00 PM to 5:00 PM**.

For the effective implementation of the programme, a **SIP Committee** is constituted as follows:

**SIP COMMITTEE: -**

- **Principal – Chairman**
- **IQAC Coordinator – SIP Coordinator**
- **All Heads of Departments – SIP Department In-charges**
- **All Teaching Staff**
- **All Non-teaching Staff**
- **Conveners of Various Committees**
- **Course-wise Senior Student CRs**
- **Parents & Alumni Representatives**

Every day, after completion of the scheduled programme/activity, a **report (both soft copy and hard copy)** shall be submitted to the concerned in-charge officer. Department in-charges are directed to **upload the details of activities on the college website** through their respective department logins.

**(Dr. N. Shashikala)**

*Principal*

PSC & KVSC Government Degree College, Nandyal

**Enclosure:**

**SIP Schedule (attached).**



## STUDENT INDUCTION PROGRAM SCHEDULE

FROM 06-10-2025 TO 31-10-2025

DAY	DATE	ACTIVITY PROPOSED	INCHARGE/CONVENER
1	06-10-2025	Bridge Course - 1 week shall be conducted to fill the gaps. Record should be maintained proper way. Syllabus, transaction attendance shall be maintained.	All Dept. Incharges & Faculty Members
2	07-10-2025		
3	08-10-2025		
4	09-10-2025		
5	10-10-2025		
6	13-10-2025		
7	14-10-2025	Blood Group Identification to I – Year Admitted Students	ALL Departments
8	15-10-2025	Half day workshop - Introduction to college profile, programs, staff both teaching and Non-teaching information, Various committees in the college. Briefing about SIP	Principal, IQAC , All Heads, All staff members, Senior Students
9	16-10-2025	Do's & Dont's, Various policies of the college,	Principal & Dept. Incharges
10	17-10-2025	Allotment of Mentors to Mentees - Student profile collection - Interaction with the students	Teacher mentors
11	18-10-2025	Introduction to various departments through mentors. Mentors can take students to their respective departments.	All Teacher Mentors
12	23-10-2025	Explain about Office & Examination section, Fee structure, Scholarships etc	All Teacher Mentors & Office Incharge, Examination clerk, Fee clerk
13	24-10-2025	CIA, Internal Exams	Examination Incharge
14	25-10-2025	NCC, NSS, Library facilities explaining	Coordinators of NSS, NCC, Library Incharge
15	27-10-2025	JKC online Courses and trainings	JKC Coordinator
16	28-10-2025	WEC, Antiragging , ICC	Respective conveners
17	29-10-2025	Physical Education	Physical Director
		CSP, Internships, NAAC	Internship Coordinator /IQAC
18	30-10-2025	Parent Teacher Meeting by all departments	All department Incharges
19	31-10-2025	LMS, LSC & SDC, CBCS & Z -Space Laptop Utilization	LMS Coordinator
		Valedictory	All Staff members

  
IQAC Coordinator

  
Principal  
25/9/25  
PSC & KVSC Govt. College  
Nandyal-518 502, Nandyal(Dt.), A.P.