



OFFICE OF THE IQAC
PANDIT DEENDAYAL UPADHYAYA ADARSHA MAHAVIDYALAYA
Amjonga, P.O: Amjonga, Dist.: Goalpara, Assam-783124.
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Ref. No. PDUAM/IQAC/2017/01/2021

Dated Amjonga the 12th Feb. 2021

NOTICE

All the HoDs of respective Departments of PDUAM, Amjonga are hereby requested to prepare and arrange the following activities:

- a. Maintain the regular class attendance of students.
- b. To hold departmental meeting every month and keep records.
- c. To hold Departmental Seminars for students and keep records.
- d. To update department profile for the last 3 years (format will be provided).
- e. To hold departmental Parent- Teacher Meet as early as possible and submit relevant documents such as proceedings of the meeting, nos. of people present and photographs.
- f. To organise Extension Education Activities in nearby schools, colleges, NGOs with due permission from the Principal.

Signature

Sudipta Phukan

(Sudipta Phukan)

Coordinator

Coordinator
IQAC, PDUAM, Amjonga
Goalpara-783124

Copy to-

1. Principal, PDUAM, Amjonga
2. All HoDs, PDUAM Amjonga
3. Office File, PDUAM, Amjonga
4. IQAC, PDUAM Amjonga