



(A Unit of Sri Devaraj Urs Educational Trust, Kolar)
R L JALAPPA INSTITUTE OF TECHNOLOGY

(Affiliated to VTU, Belagavi and Approved by AICTE, New Delhi)
Doddaballapur-561203, Bangalore Rural



Date: 12/05/2023

Committee Name: Admission Committee

Member Details

Sl. No	Name	Department	Role
1	Dr. Srinivas K G	ME	Co-ordinator
2	Prof. Vijay Kumar	ECE	Member
3	Prof. Basavaraj S Pol	CSE	Member
4	Prof. Praveen S R	CSE	Member
5	Prof. Ashok A S	Allied Science	Member

Roles and Responsibilities of the Committee.

1. Committee assists to the management in getting maximum admissions in various courses conducted by the PCPS&RC.
2. To act as a coordinator with other college committees and faculty staff to receive and to give suggestions regarding admissions.
3. To prepare list of admitted students and to submit to principal.
4. To check original documents of the students.
5. To keep personal file of the students with proper certificates.
6. Categorically sort out General, OBC, SC/ST and minority on percentage wise.
7. To organize camps for admission purpose.
8. To improve the admissions quality with well-defined policy.
9. To create a brand value and awareness about the institute.
10. To provide best counselling to students and parents who come to seek admission.


Signature of the Committee Head

- ① ~~S~~
- ② Vukob
- ③ B. S. Pat.
- ④ Krovom
- ⑤ ~~APM~~



Sri Devaraj Urs Educational Trust (R.), Tamaka, Kolar
R.L. JALAPPA INSTITUTE OF TECHNOLOGY
[Affiliated to VTU, Approved by AICTE, Recognized by Govt. of Karnataka]
Kodigehalli, Doddaballapur - 561203, Bangalore Rural District.,

Date: 10/05/2023

Circular

A meeting of counseling cell is convened on 25/05/2023 at 02.00 P.M. in the conference Hall. All the committee members are informed to attend the same without fail.

Agenda:

1. To discuss how to Improve Admissions through CET (KEA).
2. To discuss how to Improve Admissions from Local/Nearby Taluks.
3. To discuss the strategies to Attract more management seats for the academic year 2023-24.
4. Other Admission related issues.


Chairperson K.G.

(Admission Committee)

B. S. Pat
Alford
Verde
Kerem



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Doddaballapur-561203, Bengaluru Rural

Office of the Principal

Ph:080-27625381 Extn :202,Email : principal@rljit.in



PROCEEDINGS OF THE ADMISSIONS REVIEW MEETING

Meeting Name:	Minutes of Admissions Review Meeting		
Date of Meeting:	25-5-2023(Thursday)	Meeting Reference number:	RLJIT/2023/06
		Time:	02:00 P.M to 04:00 PM
Meeting Facilitator:	Dr. P.Vijayakarthish, Principal, Dr K G Srinivas	Location:	Conference Hall

1. Meeting Agenda

1. To discuss how to Improve Admissions through CET (KEA).
2. To discuss how to Improve Admissions from Local/Nearby Taluks.
3. To discuss the strategies to Attract more management seats for the academic year 2023-24.
4. Other Admission related issues.

2. Attendees list

S.L	Name	Designation	Present / Absent
1.	Dr.P.Vijayakarthish	Principal	Present
2.	Dr. Shivaprasad K M	Vice-Principal	Present
3.	Dr. Sreenivasa Reddy M	Director, Admin. & R&D	Present
4.	Prof. Thirumalesh	HoD, Allied Sciences	Present
5.	Dr. Hanumanthe Gowda	HoD, ME	Present
6.	Dr. Anil Kumar C	HoD, ECE	Present
7.	Dr. Manjunatha B.N	IQAC Co-ordinator	Present
8.	Dr. K.G. Srinivas	Admission Coordinator	Present
9.	Dr. Suchendra K R	Associate Professor	Present
10.	Dr. Lokesh Yadhav B R	Assistant Professor	Present
11.	Dr. Kumar Swamy	Assistant Professor	Present
12.	Dr. Madhu Chandra	Associate Professor	Present
13.	Dr. Harish S	Associate Professor	Present
14.	Prof. Lokesh R	Associate Professor	Present



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3.Points discussed during the Meeting			
S.L	Points discussed	Actions Taken	Time Stamp
1.	Opening of New PG Programme.	All the members should involve actively in Promoting for Admissions.	2:05 pm
2.	Transport Facility from a. Doddaballpur b. From Bengaluru. c. From Local Taluks nearby.	Top Priority will be given for the same. Will be discussed with the Management.	2:25 pm
3.	How attract more from CET/KEA Admissions.	Advertisement in local TV (TV9, Suvarna news), Social Media, Scholarship for meritorious students, concessions for Ex-Serviceman,	2:45 pm
4.	Placements Achievement, college informative posters in & around Doddaballapur.	To take permission from Municipal office.	2:50 pm
5.	To maintain cleanliness of Rest room, Upgrading Canteen Facility.	Inform to Engineering Section	3:00 pm
6.	To open You Tube Channel of College	Media team make necessary action	3:05 pm
7.	Feedback from Students	IQAC Co-ordinator to take necessary action	3:15 pm
8.	Advertisement in PVR Theaters	Will discuss with Management	3:25 pm
9.	Visiting PU colleges and Distributing of gifts to faculty	Implementing from December 2023	3:35 pm
10.	Allocation of Separate Budget for Admission Promotional activities throughout the year	Will discuss with Management	3:40 pm
11.	College Hoardings in TB Circle, D-Cross, Railway Station, Makali Durga.	Will discuss with Management	3:45 pm
12.	Distribution of Brochures (Flyers)	Will discuss with Management	3:50 pm
13.	Distribution of Table Calendars to PU Colleges	Will discuss with Management	3:55 pm
14.	Weekly 5 working days to be implemented	Will discuss with Management	4:00 pm
15.	Installation of Sign boards near APMC Market, Bus Satnd and in & around Doddaballapur.	Will discuss with Management	4:00 pm

Place: Doddaballapur

Date: 25-05-2023

PRINCIPAL
R.L. JALAPPA INSTITUTE OF TECHNOLOGY
Kodigehalli, Doddaballapur - 561 203, Karnataka

УНИВЕРСИТЕТ "СВ. СВЕТОСЛАВ"
ВЪЗПИКОВСКИ ИНСТИТУТ ЗА ДИДАКТИКА
БЛАНКО

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Copy to:-

- i. The Vice Chairman, RLJGI
- ii. The CEO, RLJGI
- iii. Director – HRD
- iv. Director – Admin., & R&D
- v. Vice Principal
- vi. All the HoDs to circulate among the staff
- vii. Placement Officer, Librarian, Student Welfare Officer & PED
- viii. Admission Incharge
- ix. All Superintendents (Office, Accounts, Exam)
- x. Hostel Wardens (Boys & Girls Hostel)
- xi. PA to Principal
- xii. o/c



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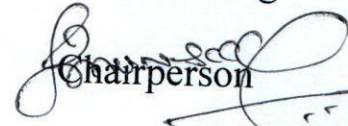
Date: 10/02/2022

Circular

A meeting of counseling cell is convened on 09/03/2022 at 10.00 A.M. in the conference Hall. All the committee members are informed to attend the same without fail.

Agenda:

1. To discuss regarding admission for the academic year 2022-2023.
2. To discuss regarding fee structure.
3. To discuss regarding lateral Entry admission for Mechanical Engineering


Chairperson

(Admission Committee)

①

② Ashraf

③ Umaid

④ Rameem



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PROCEEDINGS OF THE ADMISSION REVIEW MEETING

Meeting Name:	Minutes of Admissions Review Meeting		
Date of Meeting:	09-03-2022(Wednesday)	Meeting Reference number:	RLJIT/2022
		Time:	10:00 AM to 11:00 AM
Meeting Facilitator:	Dr. Sreenivasa Reddy M Principal, Dr. K G Srinivas Admission Co-ordinator	Location:	Conference Hall

1. Meeting Agenda

1. To discuss regarding admission for the academic year 2022-2023.
2. To discuss regarding fee structure.
3. To discuss regarding lateral Entry admission for Mechanical Engineering

2. Attendees list

S.L	Name	Designation	Present / Absent
1.	Dr. Sreenivasa Reddy M	Principal	Present
2.	Dr. K.G. Srinivas	Admission Coordinator	Present
3.	Prof. Shankar N B	AP, Dept. of CSE	Present
3.	Prof. Harish R S	AP, Dept. of ME	Present
4.	Prof. Lavanya Vaishnavi D A	AP, Dept. of ECE	Present
5.	Prof. Basavaraj Pol	AP, Dept. of CSE	Present
6.	Prof. Suchendra K R	AP, Dept. of ME	Present



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3.Points discussed during the Meeting

S.L	Points discussed	Actions taken	Time Stamp
1.	Strategies to be followed	To give publicity in local area/ to visit PU colleges	10:00am
2.	To Improve lateral entry Admissions	Give some seminars in our Diploma College/ visit in & around Diploma colleges	10:30am

Place : Doddaballapur

Date: 09-03-2022

C. Srinivas
Principal
PRINCIPAL

R.L. JALAPPA INSTITUTE OF TECHNOLOGY
Kodigehalli, Doddaballapur - 561 203, Karnataka

Copy to:-

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- ii. The CEO, RLJGI
- iii. Director – HRD
- iv. Director – Admin., & R&D
- v. Vice Principal
- vi. All the HoDs to circulate among the staff
- vii. Placement Officer, Librarian, Student Welfare Officer & PED
- viii. Admission Incharge
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Kodigehalli, Doddaballapur - 561203, Bangalore Rural District.,

Date: 24/02/2021

Circular

A meeting of counseling cell is convened on 10/03/2021 at 10.00 A.M. in the conference Hall. All the committee members are informed to attend the same without fail.

Agenda:

1. To discuss regarding admission for the academic year 2020-2021.
2. To discuss regarding fee structure.
3. To discuss the impact of Corona on admissions.
4. How to tackle admission through online.


Chairperson K.G.

(Admission Committee)

① Akhbar

② B. S. Pal

③ Verdyks

④ Prousen.

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Date of Meeting:	10-03-2021(Wednesday)	Meeting Reference number:	RLJIT/2021
		Time:	10:00 AM to 11:00 AM
Meeting Facilitator:	Dr. Sreenivasa Reddy M Principal, Dr. K G Srinivas Admission Co-ordinator	Location:	Conference Hall

1. Meeting Agenda

1. To discuss regarding admission for the academic year 2020-2021.
2. To discuss regarding fee structure.
3. To discuss the impact of Corona on admissions.
4. How to tackle admission through online.

2. Attendees list

S.L	Name	Designation	Present / Absent
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2.	Dr. K.G. Srinivas	Admission Coordinator	Present
3	Prof. Shankar N B	AP, Dept. of CSE	Present
3.	Prof. Harish R S	AP, Dept. of ME	Present
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3.Points discussed during the Meeting

S.L	Points discussed	Actions taken	Time Stamp
1.	How to attract admission during pandemic	Prepare college videos, share with agents, encourage online mode of payment	10:00am
2.	Attract more Admission from doddaballapur.	Give some financial benefits to local students/ attract students from SDUPU.	10:30am

Place : Doddaballapur

Date: 10-03-2021

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