

ADMISSION COMMITTEE

Every student dreams of a successful career for themselves. The committee Act as an Interface between the students and institute. Making the right choice knowing, the complexities and diversities in career options, courses and choices that are available to them is a big and important task. To simplify this and provide a support system admission committee guides such students and parents through the admission process.

Objective : SAMGC admission committee assists students and parents by giving comprehensive information and guidance about different courses of our institution. The dedicated and qualified team of counsellors and counselling staff members play a pivotal role in providing education counselling impart the accurate timely information with single goal of helping the students to make the right decision as per their interest and area of expertise. In nutshell the committee works with the following objectives:

- To assists the management in getting maximum admissions to various UG/PG programmes offered by the college.
- To facilitate guidance and counseling procedures pertaining to admissions in the college.
- To help solve queries of parents and students interested in taking admission to the different programs in the college.
- To be responsible for assuring compliance with the admissions policies and practices of the college.
- To decide on all matters relating to admissions of students at UG & PG levels along with the Principal.

Composition:

Admission committee is chaired by the Principal and headed by the Coordinator and Co-Coordinator who is assisted by a dedicated and qualified team of counsellors and counselling staff team from various disciplinary departments.

Chairperson	Dr. Neetu Bajpai, Principal SAM Girls College
Coordinator	Dr. Madhubala Shrivastava
Co-Coordinator	Dr. Rashmi Jain
Members	Dr. Niharika Gupta
	Dr. Asha Saxena
	Dr. Alka Gupta
	Dr. Rashmi Mishra
	Prof. Shashi Patel
	Ms. Sheela Deshmukh
	Ms. Pushpa Yadav
	Ms. Munnabar Jahan

Activities

:

- Act as a coordinator with other college committees and faculty staff to receive and to give suggestions regarding admissions
- Make arrangement for the admission process.
- Keep the record of students with proper certificates and testimonials.
- Publish advertisements on admissions in local newspapers and social media platforms
- Conducting Counseling sessions mandatory for solving the queries of the students and parents.
- Website updating for admissions and other public related activity.
- Processing the application forms
- Display list of admitted student's category wise and submit it to the administrative office.
- Students Document verification and seat allotment.
- Organization of counseling camps for the students.