

# Commissionerate of Collegiate Education

Government of A.P., Hyderabad

## Circular

Cr. No.01 /Academic Audit/AC-3/2014-15

Dt: 29.11.2014

**Sub:** Collegiate Education - Academic Audit in Govt.,& Aided Degree Colleges in Zone I - certain Instructions -Reg.

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The Commissionerate of Collegiate Education has initiated the Academic Audit of all Degree colleges in the state to enhance the quality of Higher education. In September 2014,100 Lecturers from Govt., Aided & Un-Aided colleges were selected and trained to act as Academic Advisers for the conduct of Academic Audit and revised Academic Audit Formats {**Format I & II, Academic Advisers Report (AAR), single page AAR & Action Taken Report (ATR)**} are already communicated to the principals of all Govt., Aided & Un-Aided colleges and the information is available in the CCE website [www.che.ap.gov.in](http://www.che.ap.gov.in).

In this context, it is hereby informed that Academic Audit was conducted in 114 Government Degree colleges in first spell and 109 Aided colleges in second spell by teams of Academic Advisers comprising both the newly trained Lecturers (trained in September 2014) and the experienced Academic Advisers. In the third spell, all Govt.,& Aided Degree Colleges in Zone I (Srikakulam, Vizayanagaram& Vishakapatnam) are selected for the conduct of Academic Audit from **16-12-2014** to **18-12-2014**. The exact dates of Academic Audit and names of the Academic Advisers along with the list of colleges selected for Academic Audit (schedule) is placed in **Annexures-I, II& III**. The Academic Advisers have to conduct Academic Audit on the dates mentioned in the schedule and the **Academic Advisers report (AAR) & Single page AAR in hard (Signed) and soft copies** are to be prepared and submitted to the Principals of the respective colleges on the same day. The concerned principals are to submit them to the Principals of the ID colleges who in turn will collect both hard & soft copies of AAR and the Single page AAR of all the Colleges in the District and send all soft copies to [cce.acadcell@gmail.com](mailto:cce.acadcell@gmail.com) on the same day and the signed hard copies to O/o CCE within five days of the conduct of the Academic Audit. The Principals of all the Colleges should prepare & submit the **Action Taken Report (ATR)** in hard (Signed) and soft copies to the respective ID College Principals within 7days of the Audit. The ID Principals are requested to send the soft copies of ATRs by mail only to [cce.acadcell@gmail.com](mailto:cce.acadcell@gmail.com) and the signed hard copies of ATRs to the O/o CCE within 10 days. The Principals of the colleges scheduled for audit shall make all necessary arrangements by updating the records and make hospitality arrangements to the Academic Advisers. **The presence of Principal of the College is compulsory on the day of Academic Audit.**

The Principals of Government & Aided Degree Colleges are requested to relieve the lecturers mentioned in **Annexures-I, II& III** with instructions to report at the Colleges allotted to them without fail.



For Commissioner of Collegiate Education

**Enclosures: Annexure I , II& III**

**Copy to**

- 1. RJDCE- Zone I**
- 2. All the Principals of Identified Colleges in Zone I**
- 3. All the Principals of Govt., Aided & Un-Aided colleges in Zone I**