

Tentative Visit Schedule

Day 1

0800 - 0900 hrs: *Team Discussion - I at the Place of Stay (Private)*

Session 1: 0930 - 1030 hrs

Interaction with the principal & IQAC/steering committee

Session 2: 1030 - 1300 hrs Visits to departments and facilities /

Interaction with faculty and technical staff

Session 3: 1300 – 1400 hrs

Luncheon Meeting with the Governing Body and Board of Management/ Trust and the Representatives from the affiliating university/SLQAC, State/Central Government (Administrative Department)

Session 4: 1400 – 1600 hrs Visits to departments and facilities /

Interaction with faculty and technical staff

Session 5: 1600 – 1630 hrs

Interaction with students

Session 6: 1630- 1730 hrs

Interaction with Alumni & Parents

Session 7: 1730 –1830 hrs Cultural programme (if any)

(Showcasing the extracurricular activities/talents of the students of the Institution only)

1930 – 2030 hrs: *Team Discussion - II at the Place of Stay (private)*

Day 2

Session 8: 0900 - 1030 hrs

Visit to the support services and interactions

Session 9: 1030 - 1100 hrs

Visit to the Administrative and finance section of the Institution and Interaction with the Administrative staff

Session 10: 1100 - 1200 hrs
Checking documentary evidences

1200 – 1230 hrs: *Team Discussion - III at the Place of Stay (private)*

Session 11: 1230 - 1300 hrs
Discussion with the Principal on any outstanding issues (if any)

1300 – 1330 hrs Lunch

Session 12: 1330 - 1630 hrs
Finalizing the Report

Session 13: 1630 - 1700 hrs
Sharing the Report with the Principal

Session 14: 1700 – 1730 hrs
Exit meeting

The above tentative schedule is only illustrative; however, if necessary, after the pre-visit discussions, the peer team may modify the schedule in consultation with the institution.