

Feroze Gandhi College, Rae Bareli

Academic Session: 2016-17

Best Practices



Best Practice-1

1. Title of the Practice:

Strictly merit based admissions of students in the entry level UG and PG classes.

2. Objectives of the Practice:

To ensure total fairness, justice, transparency and objectivity in the admission process.

3. The Context:

Any system of higher education has to be based on the ideals of justice, fairness and equality of opportunity. It has been observed that in the recent past, the admission process in many other HEIs has been compromised with due to extraneous considerations of economic, social and political background of candidates seeking admissions. This leads to widespread resentment among other candidates, lowers the prestige of an institution and instills wrong and undesirable set of values among the students getting admissions on the basis of such extraneous considerations. In order to eliminate

such undesirable practices, the admission process to the entry level UG and PG classes is strictly based on merit.

4. The Practice:

- The orders of Uttar Pradesh Government on admissions and reservations for social categories, the provisions enshrined in the Ordinance of C.S.J.M. University, Kanpur on Admissions and the guidelines detailed in various UGC Regulations on admissions are followed by the College in letter and spirit.
- The commencement of admission procedures and availability of admission forms and prospectus is notified widely publicised well and advanced before the commencement of an academic session.
- The admission committees of each entry level UG and PG class are notified in the prospectus itself.
- The admission forms submitted by the candidates till the last date undergo a process of multi-level scrutiny in order to ascertain the eligibility of each candidate, eliminate the ineligible candidates and identify the deficiency of supporting documents in the admission forms of eligible candidates.
- The admissions to UG (I Year) classes are strictly based on the marks obtained by each candidate in the Intermediate/Class 12th examinations and the admissions to PG (1 Year) classes are strictly based on the total marks obtained by each candidate in the examinations of respective qualifying U.G. classes.
- Merit list of admissions and the entire admission schedule is duly notified and the information about the same is widely publicised through news papers.
- Candidates are admitted to entry level UG and PG classes as per the schedule of admissions after the verification of their supportive documents from their original marksheets and certificates by the members of the respective admission committees.
- After the notification of merit lists and before the commencement of actual admissions, candidates whose names occur in the merit lists are given sufficient time to arrange their original marksheets and certificates for the purpose of verification at the time of admissions and arrange the required admission fees.

- If all the available seats are not filled up from the first merit list of admissions then second and third merit lists and a final waiting list are also notified and publicised in that sequential order and admissions against the vacant seats are made from those lists.

5. Evidence of Success:

- Due to strict adherence to the principle to the merit based admissions and all the legal provisions and rules of admissions. The cases of complaints received against the admissions made are almost nil in number.
- The College enjoys the place of prestige and honour among other equivalent or similarly placed colleges for its free fair and transparent merit based admission process.

6. Problems Encountered and Resources Required:

- Teachers and non-teaching staff of the College are busy in the work of various admission committees while the admission process is going on. This takes away certain number of teaching days during a session and also affects other administrative work of the College during the period of admission.
- Some candidates whose names occur in the merit list but whose original marksheets and transfer certificates are not issued by the institutions of their qualifying examinations, have to seek additional time for submitting their original documents for getting admissions.

Best Practice-2

1. Title of the Practice:

Maintenance of the purity and sanctity of examinations.

2. Objectives of the Practice:

To smoothly conduct totally free and fair University examinations at the College examination centre.

3. The Context:

While the sanctity of annual examinations as an institution has been severely compromised in many higher educational institutions in the State of U.P., the examinations at the College are completely free from the menace of copying and other unfair practices.

4. The Practice:

To maintain the sanctity of the examination the following steps are initiated :

- Random checking of examinees by the Internal Flying Squad
- Frisking of the students at the College gate
- Strict vigil by the Principal and the examination committee members consisting of Additional Senior Superintendents and Assistant Superintendents.
- Attentive invigilation duties by the teachers.
- Prohibition of use of cell phones, tablets and laptops by the examinees
- Complete support to University Flying Squad.
- Maintenance of continuous CCTV surveillance of the examination rooms as per the directions of the Government.
- Self discipline and commitment on the part of the students to maintain the sanctity of the examinations.

5. Evidence of Success:

Only 03 private examinees from amongst a total no. of 7000 examinees were caught and duly reported using unfair means in the entire duration of examinations.

6. Problems Encountered and Resources Required:

Extra pressure on the teaching and non teaching staff due to the three sessions of the examinations in a single day without break for about 45 days.