

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

I. Details of the Institution

1.1 Name of the Institution	Govt. Sanskrit College,
1.2 Address Line 1	Tripunithura
Address Line 2	Tripunithura Post
City/Town	Ernakulam
State	Kerala
Pin Code	682301
Institution e-mail address	govsktclgtpra@gmail.com
Contact Nos.	0484—2777444

Name of the Head of the Institution: K. P PRASANNA

Tel. No. with STD Code: 0484-2777444

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAACTrack ID(For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.61	2009	2014
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

1.8 AQAR for the year (for example 2010-11)

2011-2012

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR 29/7/2015 (2014- 2015)

1.10 Institutional Status :

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC UGC

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Program

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) . NA

1.12 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University,
Kottayam, Kerala

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc-
NA

Nil

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

DST-

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

Nil

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

Nil

2.7 No. of Employers/ Industrialists:

Nil

2.8 No. of other External Experts

Nil

2.9 Total No. of members

11

2.10 No. of IQAC meetings held 2

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff

Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC–

Total Nos.

International

National

State

Institution Level

(ii) Themes

Work-shop to prepare PG syllabus as a part of initiating grade CSS by MG University Kottayam.

2.14 Significant activities and contributions made by IQAC

1. Organizing national seminars with the assistance of various agencies.
2. Brain storm sessions to prepare proposals to the 12th plan period.
3. Interactive sessions to pave the path for new PG curriculum revisions.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Sl.No	Plan of Action	Achievements
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1	Planning for applying for PG course in Sanskrit special Vedanta.	Government of Kerala sanctioned the PG course in the academic year 2012-2013.
2	Sensitize teachers of the need to attend orientation/ refresher courses.	Produced intended results. Both teachers and non-teaching staff attended in-service courses.
3	To enhance the effectiveness of the evaluation.	A comprehensive strategy was evolved through intensive consultation with stakeholders.

** Attach the Academic Calendar of the year as Annexure. –Annexure 1*

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

The report was scrutinized and extensively commended upon. The suggestions and recommendations will be incorporated in the next action plan of IQAC.

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	-	-	-
PG	3	-	-	-
UG	4	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	8	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

Choice based Credit and Semester System (CBCSS) in UG

Open courses in 5th Semester BA.

CSS in PG

Elective system in PG

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3 PG+ 4 UG =7
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure Attached – Annexure 2**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	23	21	2	Nil	1 FIP Substitute

2.2 No. of permanent faculty with Ph.D.

12

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	4	-	-	-	-	-	-	1	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

3

Nil

1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	7	29	3
Presented	5	9	1
Resource Persons	Nil	Nil	Nil

2.6 Innovative processes adopted by the institution in Teaching and Learning:

A foundation course aimed at introducing the basics of Sanskrit and improving conversational skills was offered to fresh undergraduate students at the beginning of the academic year.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions):

Follows the reforms of the affiliating university

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop:

2	-	3
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2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division						
		A+	A	B+	B	C+	C	Pass %
BA NYAYA	7	-	-	-	1	1	-	28
BA SAHITYA	8	-	-	-	2	1	-	37
BA VEDANTA	2	-	-	-	1	-	-	50
BA VYAKARANA	3	-	-	-	2	-	-	66
MA NYAYA	1	-	-	1	-	-	1	100
MA SAHITYA	5	-	-	2	2	-	-	80
MA VYAKARANA	5	-	1	2	2	-	-	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

1. Ensures regular transaction of syllabus and systematic achievement of curricula.
2. Conducts continuous evaluation as recommended by University.
3. Creates awareness among students about career opportunities and competitive examinations.
4. Arranges internal interactive sessions to improve overall academic output.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Program	1
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange program	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	5 - Institute of management in Government
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	2	-	2
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Encourages teachers with PhD to become research supervisors and facilitates office procedures in this regard.
2. Provides a conducive ambience for research scholars.
3. Sensitizes postgraduate students about opportunities in research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs			Nil	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	5	Nil
Outlay in Rs. Lakhs		Nil	302500/	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	6	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications: NA

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-

Minor Projects	1	UGC	302500/	238000/
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total			302500/	238000/

3.7 No. of books published i) With ISBN No.

Nil

Chapters in Edited Books

ii) Without ISBN No.

Nil

3.8 No. of University Departments receiving funds from - NA

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Nil

Autonomy

Nil

CPEDBT Star Scheme

Nil

INSPIRE

Nil

Any Other (specify)

Nil

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	3	Nil	Nil	Nil
Sponsoring agencies		Cluster of colleges, Ernakulam	-		

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaboration- International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs: 238000/

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialized	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows of institute in the year

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Nil

Nil

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF Nil

SRF Nil

Project Fellows Nil

Any other MGURF

3.21 No. of students Participated in NSS events:

University level 5 State level Nil

National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level Nil

National level Nil International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil

National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil

National level Nil International level Nil

3.25 No. of Extension activities organized

University forum Nil College forum Nil

NCC Nil NSS 1 Any other Nil

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Awareness class on AIDS.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.7 Acers	Nil	Nil	1.7 Acers
Class rooms	20	Nil	Nil	20
Laboratories (Computer)	1	Nil	Nil	1
Seminar Halls	3	Nil	Nil	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Vacuum cleaner -1, Plazma TV-1, Laptop -1, Motor -1, White board-1, Desk top-14 Vaccum cleaner -1	Laser Printer 3	Plan fund -DCE	Plazma TV-1, Laptop -1, Motor -1, White board-1, Desk top-14 Vacuum cleaner – 2
Value of the equipment purchased during the year (Rs. in Lakhs)	405083/	19800/	Plan fund -DCE	424883/

Others	121sets of desks and benches, Steel table -22, Almarah - 6, Armed chair 22	Benches & Desks -26 set, computer table -14, computer chair – 14, plain table – 4, Chair with cushion -10	Plan fund -DCE	388278/
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4.2 Computerization of administration and library

3 computers in the office. One computer in the library..

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24237	117865	288	24533/	24533/	1202978/
Reference Books	2153		45		2198	
e-Books						
Journals	9	Complimentary copies			9	Complimentary copies
e-Journals	-					
Digital Database	-					
CD & Video	-					
Others (specify)- News Papers and Periodicals	10 Nos.					10 Nos.

4.4 Technology up-gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	14	1	4	0	0	3	3	7

Added	Nil	0	0	0	0	Nil	Nil	Nil
Total	14	1	9	0	0	3	4	14

- 10 computers in the computer lab were removed from stock as damaged.

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Computers :	14
Internet access :	Broad band connection
Training to teachers:	IMG
For students :	Orientation classes

4.6 Amount spent on maintenance in lakhs :

i) ICT	Nil
ii) Campus Infrastructure and facilities	5,57581/
iii) Equipments	19800/
iv) Others	388278/
Total :	996565

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

1. Customized remedial sessions; students are elected on the basis of inputs provided by the tutor; SSP, a new initiative of the Government of Kerala, is the main platform for the purpose.
2. Mentoring to give students a clear idea of future plans; WWS is extensively used in this context.
3. Information regarding new courses and training programs are displayed on notice boards and circulated in classrooms.
4. Grievance redressal cell offers a sympathetic ear to students' issues and promptly solves them.
5. Department of physical education offers periodic fitness checkups and suggests tips on how to improve health.

5.2 Efforts made by the institution for tracking the progression:

1. Regular progress cards, to be signed by the parent after each internal exam, are maintained by the tutor.
2. PTA meetings, both general and class-wise, held are held at a regular time and whenever there is need.
3. Tutors keep personal relations with parents and apprise them of the scholastic performance of their wards.
4. Students are advised on their scholastic difficulties.
5. Tutors see to it that every teacher maintains proper records of students' progress.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
80	11	Nil	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%
	69	44

Women

No	%
87	56

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
30	28	0	50	0	108	50	27	0	24	0	91

Demand ratio

Dropout % - 4%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

1. NET coaching in general paper and Sanskrit organized with the financial assistance of

Ernakulam Cluster of Colleges

2. Orientation classes for outgoing students on general knowledge.
3. Special sessions on interview and group discussion
4. PSC coaching for final year students
5. Technical assistance in online registration of competitive examinations

No. of students' beneficiaries:

22

5.5 No. of students qualified in these examinations

NET Nil SET/SLET Nil GATE Nil CAT Nil
IAS/IPS etc Nil Kerala PSC Nil PSC 1 Others 1

5.6 Details of student counseling and career guidance:

1. Teachers in charge of the cell regularly interact with students.
2. External expertise is used as and when required.
3. Tutors are directed to identify students under stress/having emotional problems.
4. Regular sessions on career guidance are organized.
5. Provides logistical support for aspiring candidates.

No. of students benefitted

75

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	8

5.8 Details of gender sensitization programmes:

1. PTA organized a talk intended to sensitize students to the increasingly reported atrocities against women.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	Nil	Nil
Financial support from government	102	162102/
Financial support from other sources	Nil	-
Number of students who received International/ National recognitions	Nil	-

5.11 Student organized / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No major grievances were raised by students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Evolve and energize Sanskrit with a view to creating a refined, scholarly and edified student community.

Mission:

- Enable the greater academic community to appreciate the value Sanskrit and Indology
- Ensure the thrust areas are consistently revised and updated
- Encourage new research and original thinking
- Equip students with pragmatic competence
- Enlighten the society through outreach and extension activities
- Employ effective pedagogical tools in the transaction of Sanskrit

6. 2. Does the Institution has a management Information System:

1. College council is kept informed of everything through teachers/students concerned.
2. It is mandatory to furnish a copy of all fliers and notices to the IQAC coordinator; this helps the Committee to record all events.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development:

1. Three teachers are serving in various Boards of Studies of Mahatma Gandhi University. They play a crucial role in the planning and implementation of curriculum and syllabus.

6.3.2 Teaching and Learning:

1. ICT is used in select classrooms.
2. Peer group learning is practiced among postgraduate students.
3. Seminars and presentations are a part of the syllabus

6.3.3 Examination and Evaluation

1. Continuation evaluation through internal written examinations is carried out
2. Project reports are to be presented before the final year examinations

6.3.4 Research and Development

1. The College, as a recognized research center, facilitates doctoral research and other projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library resources are regularly updated.
2. Most departments have computers, internet, laptops, printers, USB and LCD projectors.
3. There is a computer lab where some classes are engaged.
4. A smart classroom arranged with the assistance of Ernakulam cluster of colleges

6.3.6 Human Resource Management

1. Teaching and office staff are appointed by the Government of Kerala through the Public Service Commission.
2. If regular appointment does not take place, guest teachers are appointed in compliance with the norms laid down by the government.

6.3.7 Faculty and Staff recruitment

1. UGC norms are followed in the appointment of teachers.
2. Vacancies are reported to the KPSC as and when they arise.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

Through Central Allotment program of MG University

6.4 Welfare schemes for

Teaching	Staff club
Non teaching	Staff club
Students	Nil

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A committee of 2 experts outside the college	Yes	A committee of three teachers from the college
Administrative	Yes	DCE Audit	Yes	Annual internal Audit by the committee of teaching and non-teaching staff.

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

University rules and regulations are strictly followed in examination reforms

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The Govt. of Kerala chooses colleges for autonomy

6.11 Activities and support from the Alumni Association

1. Programs
2. Scholarships
3. Financial support to old students.

6.12 Activities and support from the Parent – Teacher Association

Awareness sessions organized on women rights and human rights.

6.13 Development programmes for support staff

Support staff attend in-service program offered by IMG and other government agencies

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Observed World environmental day on June 5
2. Plastic banned in the campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Awards for meritorious students
2. Programs to attract school students to Sanskrit
3. Office reforms to enhance efficiency and transparency

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Notable improvement in the research involvement and output of teachers

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Annual SastraSadas which converges outstanding scholars all over India
2. Parishith Thampuran International Lecture Series

**Provide the details in annexure (annexure 3)*

7.4 Contribution to environmental awareness / protection

N.S.S. organized sessions on eco friendly living.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength	Weakness	Opportunities	Challenges
<p>Old library; rare books and manuscripts.</p> <p>Highly qualified teachers.</p> <p>Appointment based on constitutionally defined merit.</p> <p>Financial support and innovative programs by the Government.</p>	<p>Lack of buildings and interested students.</p> <p>First generation learners.</p>	<p>Potential to provide original sources for social sciences</p>	<p>To bridge divergent disciplines and bring about a meaningful academic confluence.</p>

8.Plans of institution for next year

- | |
|---|
| <ol style="list-style-type: none"> 1. Intensification research 2. Get more major and minor projects |
|---|

Name

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Program
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Program
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
