

Tentative Visit Schedule (Three days)

Day 0: Arrival of the Peer Team

1900 – 2100 hrs: Team Discussion – I - at the place of stay, Pre-visit Meeting

Day 1:

Session 1: 0900 - 0945 hrs

Meeting with the Principal

Session 2: 0945-1030 hrs

Meeting with the Steering Committee/IQAC Members for Re-Accreditation

Session 3: 1030 - 1300 hrs

Visit to departments and facilities

Session 4: 1300 - 1400 hrs

Luncheon Meeting with Governing Body/ Boards of Management

Session 5: 1400 - 1530 hrs

Visit to departments and facilities continues

Session 6: 1530 - 1630 hrs

Visit to the support services

Session 7: 1630 - 1700 hrs

Visit to the Office of the institution

Session 8: 1700 - 1730 hrs

Interaction with a representative group of Students

Session 9: 1730 – 1800 hrs

Interaction with Alumni and Parents

Session 10: 1800 - 1830 hrs

Checking the documentary evidence

Session 11: 1830 – 1930 hrs Cultural Programme

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

1930 - 2030 hrs: Team Discussion - II at the place of stay

Day 2:

Session 12: 0900 - 1200 hrs

Visit to departments and facilities continues...

Session 13: 1200 – 1300 hrs

Visit to the support services

Session 14: 1300 - 1400 hrs

Lunch at the institution.

Session 15: 1400 - 1500 hrs

Visit to the Administrative and finance section of the institution

Session 16: 1500 - 1600 hrs

Interaction with the Non-teaching staff

Session 17: 1600 – 1700

Discussion with the Principal on the outstanding issues

1700 - 1800 hrs: Team Discussion - III at the place of stay and report writing (Draft)

Day 3:

Session 18: 0900 – 1200 hrs

Report writing and fine tuning of the report

Session 19: 1200 – 1300 hrs

Sharing the report with the Principal

Session 20: 1300 – 1400 hrs

Lunch at the institution.

Session 21: 1400 – 1600 hrs

Finalizing the report

Session 22: 1600 hrs...

Exit meeting