



SHREE AGRASEN MAHAVIDYALAYA

DALKHOLA, UTTAR DINAJPUR

shreeagrassenmahavidyalaya@gmail.com

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ACADEMIC AUDIT
2024-25

Name of the Institute: **SHREE AGRASEN MAHAVIDYALAYA**
Dalkhola, Uttar Dinajpur

Academic Audit
Experts:(External)

1. **Dr. Durlav Sarkar**, Registrar,
Raiganj University
2. **Dr. Romit S Beed**,
Associate Professor, Head of the
Postgraduate & Research Development,
Department of Computer Science,
St.Xavier's College
(Autonomous) Kolkata.

Internal Members:

1. **Dr. Leena Sarkar Bhaduri**,
Coordinator, IQAC
2. **Dr. Asit Biswas**,
Associate Professor in Bengali
3. **Dr. Bibas Darjee**,
Assistant Professor in
Political Science (TCS)

PATICULARS OF THE ORGANIZATION

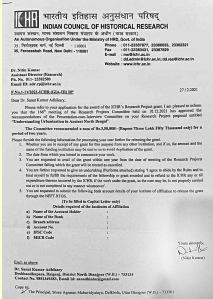
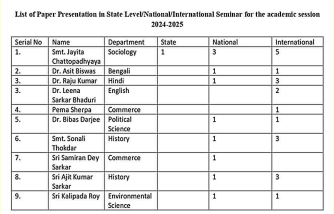
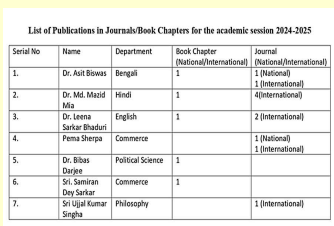
Sl. No	Title	Details
1	NAME OF THE ORGANIZATION	SHREE AGRASEN MAHAVIDYALAYA
2	Postal Address	Bhusamoni, Dalkhola, Uttar Dinajpur, 733201
3	Website	www.samdlk.ac.in
4	Email	shreeagrassenmahavidyalaya@gmail.com
5	Date of Establshment	1st September, 1995
6	Affiliation	UNIVERSITY OF GOUR BANGA
7	Whether Recognized by UGC under 2f and 12B	Yes
8	Administrative Authority	Governing Body
9	Courses Offered (2024-25)	B.A. in Bengali. English, Sanskrit, Hindi, Urdu, Political Science, Sociology, History, Philosophy, Education, Physical Education, Geography, B.Sc. in Chemistry, Physics, Mathematics, B.Com.
10	Total Number (2024-25)	Teaching Staff- 37 Non Teaching Staff -16 Students - 2096
11	Nature of Funding	Grant in Aid
12	Date of Establishment of IQAC	24th July, 2014
13	Previous NAAC Grade with Cycle	1st Cycle : B 2nd Cycle: B

Criterion	Items	Verification Yes/No	Comments
I Curriculum (For evidence Annexure part – I is enclosed)	Steps followed in the designing of syllabus & curriculum • Teaching Plan • Lesson Plan	YES	The Institution follows the syllabus and curriculum as framed by its affiliated University, the University of Gour Banga. There are representations from the faculty members in the Undergraduate Board of Studies and they participate in designing of syllabus and curriculum. In consonance with the New Education Policy, the Institution has introduced some Value-added Courses and Certificate Courses. The Syllabi are devised by IQAC in consultation with the departments and faculty members.
	Steps to be followed for identification of Curriculum gaps	YES	The Department discusses the advantages and disadvantages of the current curriculum and formulate recommendations for the next scheme for submission to the Syllabus Revision Committee constituted by the University.
	Implementation of Academic Calendar	YES	At the beginning of each Academic session, the IQAC and Routine Committee put together the Academic Calendar for the year and Master Routine following the CBCS and NEP pattern. The Academic Calendar also includes a list of departmental and Institutional events, tentative dates for Internal Assessment, holidays and dates of Orientation Programme for the newly admitted. Academic flexibility : Electives, Interdisciplinary Studies, Choice Based Credit System, Upgradation of Curriculum as per ontemporary needs, introduction of new courses, Value added courses, Focus on Employability, Entrepreneurship and Skill Development courses. https://samdlk.ac.in/student-satisfaction-survey-sss https://samdlk.ac.in/routine
	Methodology adopted for preparation of outcome-based curriculum / Education.	YES	After analysing the feedback data of previous years' student, a dedicated team identifies the gaps and prescribe some measures. The college authority takes great interest in their report.
	Credits allotted / distribution – logic	YES	Core Courses, Discipline Specific and Generic Elective Courses are allotted 6 credits each. AEC and SEC courses are allotted 2 credits each.


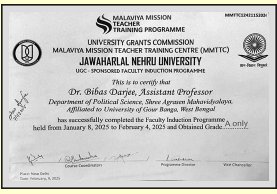

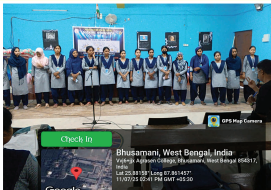


Criterion	Items	Verification Yes/No	Comments	Suggestions for improvement
<p>II Curriculum Transaction</p>	<p>Teaching methods & teaching aids</p>	<p>YES</p>	<p>Classroom lectures, PPTs, field works, screening of educational documentaries, stent seminars, project work and assignments, audio-visual methods, materials posted in the institutional WhatsApp groups and Cloud Classroom are a regular feature of the teaching aids. Faculty exchange programme organized by different departments enhance the quality of the teaching learning process and make the subjects more interesting to the students.</p> <p>https://samdlk.ac.in/ec/lassroom-single/?eclass_id=1 https://samdlk.ac.in/subject/politicalscience/#parentVerticalTab10</p> 	

Criterion	Items	Verification Yes/No	Comments	Suggestions for improvement
<p style="text-align: center;">II Curriculum Transaction</p>	E-learning modules	YES	Study materials are provided digitally through Cloud Classroom. Teachers make the best use of the Eresources through NLIST and other online sources. https://samdlk.ac.in/elearning-room	
	Project work UG/PG	YES	Project works, assignments, field work are undertaken by the students as part of Internal Assessment. https://samdlk.ac.in/projects	
	Internal assessment – components – Uniqueness	YES	Written Tests, Viva Voce, assignments, paper presentation, projects are the various components of Internal Assessment. Continuous Internal Evaluation, Group presentation, examination on digital platforms is a unique feature of Internal Assessment.	
	Feedback from students <ul style="list-style-type: none"> • Communication Skills • Interest generated by the Teacher • Ability to integrate course material with environment/ other issues to provide a broader perspective • Punctuality of the teacher • Accessibility of the Teacher beyond the class room • Ability to design co-curricular programs and innovative evaluation methods • Effective use of teaching methods • Knowledge Base of the Teacher in the relevant subject • Sincerity and Commitment of the Teacher • Overall rating of the teacher 	YES	Feedbacks from outgoing students on academic and other related matters are collected through google form.	

II Faculty Profile

Criterion	Items	Verification Yes/No	Comments
	Projects completed / on going	YES	<p>One Minor Project sponsored by Indian Council of Historical Research is completed by one teacher of Department of History during 2023-24.</p> 
	Seminars / Conferences/ Symposiums etc Attended	YES	<p>It is encouraging to note that a good number of faculty members have attended Seminars/ Conferences and presented papers in the Seminar.</p> <p>International – 20 National – 10 State – 1</p> 
	Papers / articles / books published	YES	<p>Many papers , Articles are published in the International & National Peer reviewed Journals. Several book chapters are published in edited books with ISBN number. IQAC is continuously encouraging the teachers for more publications. Book Chapters – 05 Journal Publication (International & Peer Reviewed) – 09 Journal Publication (National & Peer Reviewed) – 02</p> 


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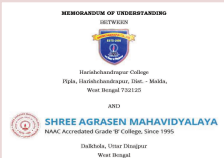


Criterion	Items	Verification Yes/No	Comments
<p style="text-align: center;">II Faculty Profile</p>	<p>FDP / RC / OC / Training Program / Workshops attended</p>	<p>YES</p>	<p>Faculties are encouraged to participate in FDP/RC/OP/ Short term Courses as these courses are added to their promotional benefit. Four (04) teachers attended the RC and One (01) teacher in FIP during this Academic year.</p> <p>OP – 01 RC – 01</p>  
	<p>FDPs/RC/OC/Training Programs/ Workshops organized</p>	<p>YES</p>	<ol style="list-style-type: none"> 1. “Hands on Training for Screening of Health” organized by NSS in collaboration with Students Health Home, Raiganj Regional Centre on April 09, 2025. 2. “Employability Skill Training Program” conducted by Mahindra Pride Classroom Nandi Foundation. Duration – 20.01.2025 – 27.01.25 3. “Workshop on Performing Art” organized by the Dept. of Bengali in collaboration with “Siliguri Banomala Theatre Welfare Society” on Jan 24, 2025. 4. One Day Workshop on Consumer Protection Act, 2019 & WBRTPS ACT, 2013 on 12.12.2024 organized by Consumer Club of Shree Agrasen Mahavidyalaya in collaboration with Consumer Affairs & Fair Business Practices, U/Dinajpur.    






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Criterion	Items	Verification Yes/No	Comments
III Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength) & Cultural / Technical / Sports / other Activities	YES	3014/1799 = 60.00 percent (1.68) for 2024-25
	Students' involvement in extra-curricular & Co- curricular activities	YES	Various Sub-committees, NSS Unit (100 volunteers), NCC (1 company-120 students) of the College always motivate the students to get themselves involved in co-curricular and extra- curricular activities throughout the year. Participation in annual sports, different cultural activities (Music, Dance, Drama, Quiz, Recitation etc.), observation of important days, participating in Youth Parliament Competition under Nehru Yuva Kendra). Outreach programmes (7-day special camp at adopted village Surta) by NSS add an impetus to their traditional mode of learning.
	Study tours / industrial visits / exhibitions / Internships / Training programs etc organized / Conducted / attended	YES	Study Tours, Industrial tour and Survey are arranged by many departments like Commerce, History, Sociology, Political Science, Physical Education, Science. They also organize Exhibition. Industrial Tour – Dept of Commerce – Destination – Ghoom (Darjeeling Toy Train Operations) ; Participants – 4 students & Teachers on 15/05/2025 Study Tour – Dept. of History – Destination – Shillong (landscape and the places of historical interest); Participants – 24 students & Teachers ; Duration – 08.06.25 to 11.06.25) Study Tour – Dept of (Geography, Science and Political Science) – Destination – Lamahatta , Participants – 50 and Duration – (30.04.25 -01.05.25)
	Achievements / NCC/UBA/ Swatch Bharat/NSS etc	YES	Best achievements are <ul style="list-style-type: none"> NCC Cadet Kailash Singha, selected as Constable (GD) in Cental armed Police forces (CAPFs) 2024 in the Department of Central Industrial Security force.(CISF) The Volunteers of NSS have participated in various State level / National level Camps organized by Youth Department, Govt. of India.
Corporate Social Responsibility (CSR), University Social Responsibility (USR), Community Engagement activities, organized and their Impact	YES	N/A	





Criterion	Items	Verification Yes/No	Comments
III Profile of Students	No. of class rooms	27	Three separate blocks exists in college - Administration, Arts and Science Blocks. Classrooms of each block are used for teaching different subjects. Three rooms are ICT enabled.
	No. of laboratories	5	Laboratories are well maintained and equipped with advanced instruments and other items as required by the lab-based departments. Departments with lab facility – 1. Physics 2. Chemistry 3. Geography 4. Commerce (Computer Lab) 5. English (Language Lab) https://samdlk.ac.in/laboratory
			
	No. of computers – for teachers	10	Main staff room is equipped with three computers for the use of the teachers. Three Laptops are used by the teachers for their presentation in the classes. Three Computers are used by the teachers in IQAC room and one(01) in Library.
	No. of computers – for Students	15	A separate Computer Laboratory is there for Commerce students. Language Lab have Eight Computers(08) for the students. Three Computers are there in Library. Computers of different departments are used by the students under the supervision of teachers of the respective departments.
No. of computers – Research Scholars	Nil	N/A	

Criterion	Items	Verification Yes/No	Comments
V. Activities of the Department	MoUs signed	YES	<p>The institution has signed MoU with Four academic institution in this year.</p> <ol style="list-style-type: none"> 1. MoU with Vivekananda College, Behala on 06/09/24. 2. MoU with Kaliyaganj College, U/Dinajpur on 26/11/24 3. MoU with Harishchandrapur College, Malda, on 26/11/24 4. M0U with Patirampur College on 04/12/24 
	R & D Projects	Nil	
	Consultancy	YES	<p>Consultancy done through Career Counselling Cell that organizes various programmes to explore the scope of employability of the students in the job market.</p> <ol style="list-style-type: none"> 1. Recruitment drive of Mahila Career Agent (Bima Sakhi) on 10/12/2024. 2. Awareness workshop organized by Carreograph on employability skills during the session 2024-2025
	Collaborations	YES	<p>Faculty Exchange programmes with Raiganj Suendranath Mahavidyalaya and Panskura Banamali College (Autonmous) have been undertaken.</p> <p>Many Health Checkup Camps , Food and Cloth distribution programmes have been organised in collaboration with the local body.</p>  
Collaborations	YES	<p>Faculty Exchange programmes with Raiganj Suendranath Mahavidyalaya and Panskura Banamali College (Autonmous) have been undertaken.</p> <p>Many Health Checkup Camps , Food and Cloth distribution programmes have been organised in collaboration with the local body.</p>	

Criterion	Items	Verification Yes/No	Comments
<p style="text-align: center;">V. Activities of the Department</p>	Association Meetings	YES	A registered Alumni Association is there in the college. The association has shown keen interest in providing infrastructural facilities like Seating arrangement for students, books for students etc.
	Guest lectures	YES	Guest teachers are invited for those departments which has no fulltime teacher or run by a single teacher.
	Conference / Seminar / Workshop conducted	YES	<p>Departments of Political Science, Sociology, History, English, Philosophy have organised Seminars individually or in collaboration with other departments. IQAC hosts workshop on regular basis on newly implemented NEP based syllabus. Women Development Cell, Career Counseling Cell, NSS organises Seminar on Current events regularly. Workshops are conducted on Yoga in this Academic Year. Students are encouraged to present papers in the conference. Students of the Department of Bengali presented papers in the conference organized by the Department. Even some students presented very interesting papers in the conference organised by the Women Cell.</p>     

Criterion	Items	Verification Yes/No	Comments
<p style="text-align: center;">V. Activities of the Department</p>	<p>Extension of Activities</p>	<p>YES</p>	<p>NSS Volunteers carried out outreach programmes and extension activities in the neighboring locality . The drive was executed to include marginalized sections of the society. Annual camp in its adopted village exercised an enthusiastic impact in the locality. Even NCC unit of Shree Agrasen Mahavidyalaya was also involved in different outreach programs to extend their service to the society.</p>    
	<p>Interaction with Industry / Research Centers / Educational Institutions</p>	<p>YES</p>	<p>Students of Commerce visited the Ghoom Station to see and understand the Toy Train Operations.</p>  

Criterion	Items	Verification Yes/No	Comments
<p style="text-align: center;">VII E- Governance</p>	<p>Administration including complaint management</p>	<p>YES</p>	<ul style="list-style-type: none"> • A dynamic Website to upload all relevant data, notices and important administrative documents. • Office administration is completely automated and moves gradually from paper to the digital The entire College campus is under CCTV surveillance to ensure safety, security and discipline. Alumni form, Grievance redressal form and other academic form are available in the Website for the easy action.  
	<p>Finance and Accounts</p>	<p>YES</p>	<ul style="list-style-type: none"> • All financial transactions from payments, refunds, cash collections are being executed in online mode. • E-services like payment of salary to the staff and generation of pay slips, TDS are conveniently processed through IFMS. Calculation of Interest of GPF is done through software. • E-pension Portal is operational.

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Criterion	Items	Verification Yes/No	Comments
VII E- Governance	Student Admission and Support	YES	<ul style="list-style-type: none"> Admission Software has been purchased for online form fill up, publication of merit list, online admission, cancellation and registration through University portal. Portal for various Government Schemes and Scholarships are handled online. E- contents are circulated to the students through WhatsApp groups, Official Website as reference materials. A well-organized Mentoring System is followed in the college. Every Department conducts meeting with the students at regular intervals to address their issues.
	Library Administration	YES	<ul style="list-style-type: none"> Library is fully automated with the installation of KOHA software, an Integrated Library Management System. The N-LIST programme sponsored by INFLIBNET provides access to eresources.
	Examination	YES	<ul style="list-style-type: none"> From Pandemic period the system of online examinations, online submission of examination forms, Uploading of marks and publication of results has been started by the University and the system works perfectly. Add-on-courses, Workshop are conducted in blended mode.

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মিরিকে অনুষ্ঠিত 'শৈলারানী মন্ত্রণামণ্ডল' আন্তর্জাতিক নৃত্য প্রতিযোগিতায় শ্রেষ্ঠাঙ্কনকৃত হওয়ায় প্রথম হতে ডালখোলা অগ্রসেন কলেজের ছাত্রীরা।
২৪ ও ২৫ মে আয়োজিত এই অনুষ্ঠানে ভারত, নেপাল ও তুতান মিলিয়ে প্রায় ৩০০ শিল্পী অংশ নেন। রাঞ্জনের বিজয় মুখ ও কলেজের ছাত্রছাত্রীরাও ছিল প্রতিযোগিতায়। এই সাফল্যে খুশি কলেজ অধ্যক্ষ জয়িতা বসু বলেন, "একটি মনসঙ্গত শব্দ থেকে এমন গ্রাণ্ডি বড় সম্মানের।" সোমবার পাঁচ জরি ছাত্রীকে কলেজ কর্তৃপক্ষ সম্বাদনা জানান। ছবি ও তথ্য: মেহেদি হোসেন/তন্ডা

পরিবেশ দিবস

কলেজের পরিবেশ দিবস উপলক্ষে, 'পরিবেশ দিবস' আয়োজিত হয়। ছাত্রছাত্রীরা পরিবেশ সুরক্ষার গুরুত্ব নিয়ে আলোচনা করে এবং পরিবেশ সুরক্ষার উপায় নিয়ে আলোচনা করে। ছাত্রছাত্রীরা পরিবেশ সুরক্ষার গুরুত্ব নিয়ে আলোচনা করে এবং পরিবেশ সুরক্ষার উপায় নিয়ে আলোচনা করে।

ইউনেস্কো আ্যাসোসিয়েশনের সঙ্গে 'মউ' ডালখোলার কলেজের নিজস্ব সংবাদপত্র 'ডালখোলা'

ডালখোলা কলেজের ছাত্রছাত্রীরা ইউনেস্কো আ্যাসোসিয়েশনের সঙ্গে 'মউ' ডালখোলার কলেজের নিজস্ব সংবাদপত্র 'ডালখোলা' চালু করে। এই সংবাদপত্রের মাধ্যমে কলেজের খবর এবং পরিবেশ সুরক্ষার গুরুত্ব নিয়ে আলোচনা করা হবে।

বিশ্ব তंबাকু নিষেধ দিবস পর রৈলী

বিশ্ব তंबাকু নিষেধ দিবস উপলক্ষে, 'বিশ্ব তंबাকু নিষেধ দিবস' আয়োজিত হয়। ছাত্রছাত্রীরা তंबাকু নিষেধের গুরুত্ব নিয়ে আলোচনা করে এবং তंबাকু নিষেধের উপায় নিয়ে আলোচনা করে।

নিরাপত্তা, শৃঙ্খলা রক্ষায় কলেজে নজরদারি প্রযুক্তি

কলেজের নিরাপত্তা ও শৃঙ্খলা রক্ষায় নজরদারি প্রযুক্তি চালু করা হয়েছে। এই প্রযুক্তির মাধ্যমে কলেজের নিরাপত্তা ও শৃঙ্খলা রক্ষায় সহায়তা করা হবে।

ডালখোলা কলেজে উত্তর বাংলার ইতিহাস নিয়ে জাতীয় সেমিনার

ডালখোলা কলেজে উত্তর বাংলার ইতিহাস নিয়ে জাতীয় সেমিনার অনুষ্ঠিত হয়েছে। এই সেমিনারের মাধ্যমে উত্তর বাংলার ইতিহাস নিয়ে আলোচনা করা হবে।

লালকেল্লায় স্বেচ্ছাসেবক গোড়বঙ্গের তিন পড়ুয়া

লালকেল্লায় স্বেচ্ছাসেবক গোড়বঙ্গের তিন পড়ুয়া অংশগ্রহণ করে। এই স্বেচ্ছাসেবক কর্মসূচির মাধ্যমে লালকেল্লায় পরিবেশ সুরক্ষার গুরুত্ব নিয়ে আলোচনা করা হবে।

বিশ্ব দর্শন

বিশ্ব দর্শন উপলক্ষে, 'বিশ্ব দর্শন' আয়োজিত হয়। ছাত্রছাত্রীরা বিশ্ব দর্শনের গুরুত্ব নিয়ে আলোচনা করে এবং বিশ্ব দর্শনের উপায় নিয়ে আলোচনা করে।

ডালখোলা কলেজে এনএসএসের বিশেষ শিবির

ডালখোলা কলেজে এনএসএসের বিশেষ শিবির অনুষ্ঠিত হয়েছে। এই শিবিরের মাধ্যমে এনএসএসের গুরুত্ব নিয়ে আলোচনা করা হবে।

আপনজন

আপনজন সংবাদপত্রের মাধ্যমে কলেজের খবর এবং পরিবেশ সুরক্ষার গুরুত্ব নিয়ে আলোচনা করা হবে।

লালকেল্লার অনুষ্ঠানে ডাক পেলেন পড়ুয়া

লালকেল্লার অনুষ্ঠানে ডাক পেলেন পড়ুয়া অংশগ্রহণ করে। এই অনুষ্ঠানের মাধ্যমে লালকেল্লায় পরিবেশ সুরক্ষার গুরুত্ব নিয়ে আলোচনা করা হবে।

বিজ্ঞান সেমিনার

বিজ্ঞান সেমিনার উপলক্ষে, 'বিজ্ঞান সেমিনার' আয়োজিত হয়। ছাত্রছাত্রীরা বিজ্ঞানের গুরুত্ব নিয়ে আলোচনা করে এবং বিজ্ঞানের উপায় নিয়ে আলোচনা করে।

Please comment on SWOC Analysis:	
Strength	<ul style="list-style-type: none"> • Guided by its vision of imparting higher education to all sections of society, the institution ensures inclusive admission, with significant representation from SC/ST/OBC communities, minorities, and female students. Spreading literacy among the underprivileged students of remote areas and empowering them for sustenance in this competitive world is our top priority. • The presence of duly qualified faculty and the adoption of student-centered teaching methodologies make the institution an attractive choice for learners aspiring to build a strong academic future. • The college has an active NSS unit that provides students with opportunities to engage in community service through a wide range of extension, co-curricular, and extracurricular activities, thereby fostering social responsibility. Additionally, the NCC unit plays a vital role in instilling discipline and leadership qualities among students. Many cadets have successfully pursued careers after completion of NCC course in college. • The college strongly emphasizes gender equality and sensitivity, ensuring a safe and inclusive campus environment free from discrimination. • Committed to sustainability, the campus maintains eco-friendly practices and conducts Green Audits and Academic Audits each year.
Weaknesses	<ul style="list-style-type: none"> • Frequent power cut and voltage fluctuation leads to dysfunctionality of the electronic devices being used for regular administrative work. • Reluctance of resource persons to accept invitations for delivering offline lectures to students. • There is less scope for peer interaction and offline faculty exchange activities due to location and unavailability of good colleges nearby.
Opportunities	<ul style="list-style-type: none"> • The college aims to expand opportunities for job-oriented courses and promote a strong research culture by undertaking more research projects. It encourages research and extension activities, particularly in areas related to local culture, natural resources, and their effective utilization. • Efforts are made to enhance the teaching and learning capabilities of both faculty and students through exchange programs within cluster colleges. The institution also motivates students towards self-employment and entrepreneurship. • To strengthen skill development, various short-term, value-added courses are introduced alongside the regular curriculum. Faculty members are encouraged to participate in seminars and are provided with financial assistance for the same. The college also ensures the regular publication of its research journal. • Departments are encouraged to organize study tours to foster teamwork, camaraderie, and experiential learning among students. Additionally, each department is allocated ₹ 5,000 annually to conduct special lecture sessions.

Please comment on SWOC Analysis:


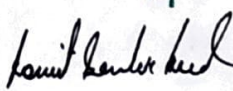



Challenges	<ul style="list-style-type: none"> • The college emphasizes the need for enhanced support in grooming first-generation learners and providing adequate resources for marginalized students. It strives to keep pace with the rapidly evolving landscape of higher education while improving students' employability upon course completion. • Efforts are directed toward resource generation for infrastructure up gradation and expanding access to higher education for underprivileged students in the local area. The institution has also undertaken the initiative to implement e-governance across all administrative functions, moving steadily towards a paperless system. • There is a continuous effort to counsel parents to support their children in pursuing higher education, with special emphasis on preventing child marriage and encouraging students to continue their studies after completing school education.
Best Practice	<ul style="list-style-type: none"> • To foster a cohesive, congenial, and supportive learning environment by strengthening collaborative relationships among students, faculty, and caregivers, enabling learners to realize their full potential. • To promote responsible and judicious use of electricity as part of the institution's commitment to energy conservation and environmental sustainability. • To expand outreach initiatives through NSS and NCC by extending services to underprivileged communities, thereby contributing to community development and nurturing an inclusive academic environment in and around Dalkhola and its nearby villages.

Signature of the Principal with Seal

Jayelā Basu
16.6.26

Principal
Shree Agrasen Mahavidyalaya
Dalkhola, Uttar Dinajpur

Signature of the Academic Audit Experts

1.  (DURLAV SARKAR)
16/6/26
2. 
3. 
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5. 

DR. DURLAV SARKAR
Registrar
Raiganj University
Raiganj, Uttar Dinajpur
West Bengal - 733133