

**E-GOVERNANCE
POLICY**



SHRI GNANAMBICA DEGREE COLLEGE

(AUTONOMOUS)
(Affiliated to S.V. University)



E-GOVERNANCE POLICY

SGDC has designed E - Governance policy, with primary objective of implementing E-governance in various academic and administrative areas of the Institution. The policy is outlined below:

- ✓ To Evolve and execute computerized mechanism for proper collection, storage and maintenance of relevant data of students, faculty, examinations, results, scholarships etc. in the required formats.
- ✓ Faculty portal is used for applying leaves, circulars distribution, uploading of marks, Attendance marking, lesson plan, time tables, faculty biometric based attendance and GPS enabled aadhar based biometric attendance system.
- ✓ The Students are supposed to claim scholarships through e-pass online portal.
- ✓ The fees from the Students to be collected through online.
- ✓ Processing marks of Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) is to be done online.
- ✓ Student support system, information to the student, technical content, attendance, credits, and results is to be done through web portal.
- ✓ Domain mail for all official communications will be used by faculty and students.

3-153-5, Hospital Branch Road, Madanapalli-517325, Chittoor Dist. A.P
Ph:08571- 223199, 222215 Website: www.shrignanambicacollege.edu.in
Email: gnanambicadegreecollege@gmail.com

AN ISO 9001 - 2015 CERTIFIED INSTITUTION

- ✓ Website is put in to full use as a vital information source to all the stakeholders and all important communications / circulars notices are to be made available in web site to ensure reaching of information to the needy any time anywhere.
- ✓ All office Orders (Except those where confidentiality is involved) will be communicated via E-mail.




PRINCIPAL
Principal
Shri Gnanambica Degree College
Madanapalle - 517 325