

**PROCEEDINGS OF THE COMMISSIONERATE OF COLLEGIATE EDUCATION
ANDHRA PRADESH:: VIJAYAWADA**

Present: Dr. Pola Bhaskar, I.A.S

R.CNo:1/CCE/Newsletter/AC/2022

Date: 06/07/2022

Sub: Collegiate Education – Guidelines for preparation and uploading of Monthly College Newsletter – Certain instructions issued - Reg.

Commissionerate of Collegiate Education, A.P Vijayawada is monitoring and guiding all Government Degree Colleges (GDCs) in Academic and Administrative aspects through its initiatives from time to time and one such recent initiative is preparation of Monthly College Newsletter by all GDCs. A Newsletter can provide updates and information on the way in which the college is moving to achieve its goals and objectives. It also records college achievements, activities, developments and all events being organized in the college. It is a systematic documentation of happenings in the college. Hence, CCE has directed all the GDCs to bring out Newsletters to showcase the monthly activities and upload the same in the college website and in the CCE portal as well.

The efforts of the Principals, the editorial board and Newsletter Committee in bringing out the Newsletters are appreciated. It is observed that 134 colleges have uploaded January-2022 Newsletter, on to CCE website, but many colleges prepared Newsletters in different formats, some incorporated only photos and some did not upload the same in their college websites.

Keeping this in view, CCE suggests a common format to be followed by all the GDCs for the Newsletters, with necessary contents which would definitely add fullness to the work. A Model Template/Guidelines for preparation of monthly 'College Newsletter' is enclosed. All the Principals are hereby informed to follow the given format for preparing the Newsletter. Further, it is instructed to upload the Newsletter of the previous month in the college website and CCE portal by 10th of every month without fail.

Sd/- Dr Pola Bhaskar
Commissioner of Collegiate Education

Enclosure:

Guidelines for Newsletter

To
The RJDCEs
The Principals of all GDCs

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Academic Guidance Officer of Collegiate Education