

**Commissionerate of Higher Education
Andhra Pradesh:Mangalagiri**

CIRCULAR

Rc. No: 04/Acad.Cell-Academic Audit/OSD-QI/AC-8/2025-26

Date: 30-03-2026.

Sub: AP Collegiate Education – Academic Audit – 2025-26 – Release of AA Calendar and dates of Academic Audit, Orientation to Academic Audit Advisors – Honorarium - Certain Instructions - Reg

It is to inform that the Commissionerate of Collegiate Education launched Academic Audit as a Quality enhancement initiative with an objective to improve functional efficiency of the Colleges and to promote accountability among the Teaching Staff. The Academic Audit is conducted once in every year in all functional Government Degree Colleges by the team of trained Academic Advisers since 2012.

As NAAC also insists on the conduct of audits on Qualitative and Quantitative Parameters and as the submission of Annual Quality Assurance Report (AQAR) is made mandatory with all evidences, the formats have been revised as per the new Reaccreditation Framework of NAAC and are validated by a group of experts. This will help the colleges to prepare the AQARs promptly and accurately and will help for better grading

The Academic Audit for the Academic year 2025-26 is planned to be conducted in the month of March. The Principals are informed to upload the consolidated data in the prescribed formats on the websites of the Colleges concerned in the specified folder 'Academic Audit 2025-26'.

In this connection, the following formats and guidelines are communicated herewith to all the GDCs for the conduct of Academic Audit for the AY 2025-26.

1. Guidelines on conduct of Academic Audit
2. Action Plan for conduct of Academic Audit for AY 2025-26.
3. Academic Audit Formats:

Format – I	College Profile
Format – II	Institutional Data
Format – III A	Lecturer wise Data
Format –III B	Format for Physical Directors
Format – III C	Format for Librarians
Format – IV	Observations by AA team and Action taken report by the College Principal

Hence, the Principals of GDCs are instructed to upload the filled in formats on the websites by Second Week of March 2026 without fail. The CCE is planning to conduct an Online Orientation session to the Academic Advisors in the Second Week of March 2026. List of the Academic Advisors will be

displayed on the website of the APCCE. Time and link to the online training session will be informed on the APCCE-Smart Campus Group. The College wise schedule of the Academic Audit 2025-26 along with other details was communicated with mapped Academic Advisors. The training related to the procedures was conducted online 18-03-2025.

The Audit must be conducted for TWO days for Autonomous Colleges and ONE day for Non-Autonomous GDCs. The Academic Advisors can be paid an honorarium of Rs.1000/- each per day. The expenditure can be met from the relevant heads available in the GDCs. The checklists both for Autonomous and Non-Autonomous are shared in the groups concerned. The Principals are instructed to conduct the Academic Audit strictly as per guidelines and report compliance.


Dr.C.Krishna 30/3/25

Joint Director of Collegiate Education

For Commissioner of Higher Education

To
The Principals of all Govt Degree Colleges
NRC College Principals
Copy to the RJDCEs