



AMC GROUP OF EDUCATIONAL INSTITUTIONS
Accredited by NAAC B++ Grade (2.79)
Affiliated to Calicut University
AMC Building, Kothayur Road, Manissery PO, Ottapalam
Palakkad Dt, KERALA, INDIA. Pin: 679 521.
Tel: 0466 2226527, Mob: 9995427765

To
The AICTE Authorities

Subject: Clarification on Student / Faculty Facilities – AICTE Approval Process 2026–2027

Respected Sir/Madam,

With reference to the observations made by the Expert Visit Committee (EVC) under “Other Facilities – Student / Faculty”, we hereby submit our clarification and supporting documents for your kind consideration.

As per the EVC report, the following observations were noted: Students Safety Insurance – Not Accepted (not available) and Appointment of Student Counsellors – Not Accepted (not available).

In this regard, we respectfully submit the following clarifications:

Observation

Explanation

Students Safety Insurance:

At present, the affiliating University of Calicut has not mandated student safety insurance. Accordingly, the institution had not implemented the same, and this position was clearly indicated in the application submitted to AICTE. However, if AICTE stipulates this as a mandatory requirement, the institution is fully willing and committed to implementing student safety insurance for all students.

Appointment of Student Counsellors:

As per AICTE requirements, the institution has now appointed a Student Counsellor to support student well-being, including academic, personal, and emotional guidance. The appointment order and relevant supporting documents are enclosed for verification.


We hereby assure that the institution is committed to continuously improving student support systems and complying with all AICTE norms and guidelines.

We kindly request you to consider the above clarification and enclosed documents.

Thanking you,

Yours faithfully,

For AMC Group of Educational Institutions


Dr. BYJU. K
M.Com (Double), MBA, CWA, M Phil, PhD
PRINCIPAL
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AFFILIATED TO CALICUT UNIVERSITY
MANISSERY, PIN - 679 521



Dr.Byju K

Principal



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APPOINTMENT LETTER

Date: 23rd March 2026

To,

Mrs. Divya P J

Puthuppallil House

Kaniyarkode post

Thiruvilwamala

Thrissur - Pin 680594

Subject: Appointment as External Student Counsellor

Dear Sir/Madam,

We are pleased to appoint you as the **External Student Counsellor** of our college with immediate effect. In this role, you are expected to provide guidance and counselling support to students, helping them address academic, personal, and emotional concerns.

Your association with our institution will be highly valuable in promoting student well-being.

We look forward to your support and cooperation.

Thank you.

Yours sincerely,


Dr. BYJU. K

M.Com (Double), MBA, CWA, M Phil, PhD
PRINCIPAL

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