



# ALVA'S COLLEGE (Autonomous)

(Accredited by NAAC with 'A' Grade)

[A Unit of Alva's Education Foundation (R)]

Sundari Ananda Alva Campus, Vidyagiri, Moodubidire-574227

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Ref. No.: AC/PARAKH/2026-27/02

Date: 27/07/2026

## APPOINTMENT OF ALVAS PARAKH COORDINATOR

### Subject: Appointment of ALVAS PARAKH Coordinator

In accordance with the applicable guidelines of the All India Council for Technical Education (AICTE) and the provisions of the Approval Process Handbook (APH), the Institution hereby appoints Mrs. Chaitra Rao, Assistant Professor, Department of Management, as the ALVAS PARAKH Coordinator with immediate effect.

### Roles and Responsibilities

The ALVAS PARAKH Coordinator shall:

1. Coordinate the implementation of ALVAS PARAKH across the Institution and its departments.
2. Facilitate the registration, participation, and effective utilization of the PARAKH platform by faculty members and students.
3. Organize orientation programmes, awareness sessions, and related activities on PARAKH.
4. Coordinate with the Heads of Departments, IQAC, Examination Cell, Faculty Mentors, and other concerned stakeholders for effective implementation.
5. Monitor student participation and review available assessment data/reports to identify academic, learning, and skill gaps.
6. Recommend appropriate academic interventions such as mentoring, remedial support, bridge courses, and skill development programmes, wherever required.
7. Maintain records relating to implementation, participation, activities, reports, and supporting documents for institutional monitoring and regulatory compliance.
8. Prepare and submit periodic implementation reports, observations, and recommendations to the Principal.

### Tenure

The Coordinator shall hold this responsibility until further orders or until a new appointment is made by the Institution.

This Office Order shall come into effect with immediate effect.

  
Principal  
Dr. Kurian  
Principal

Alva's College (Autonomous)

Moodubidire 574227

Copy to:

1. ALVAS PARAKH Coordinator
2. IQAC Coordinator
3. Heads of Departments
4. Controller of Examinations
5. Office File