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| Activity/Programme/item [ on which data is required] | Department/ Cell, forums etc  [ from whom data is required] | Cut off date  [for submission] | Period  [ for which data is required | Present Status  [ status of data submission] |
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May use copy of the format if items are more

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| Activity/Programme/item [ on which data is required] | Botany | Chemistry | Commerce | Electronics | Economics | English | Geography | History | Malayalam | | Mathematics | Music | Physics | Philosophy | Tamil | Zoology |
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| Activity/Programme/item [ on which data is required] | NCC | NSS | Women Cell | ED Club | YIP/K Disc | Remedial Coaching | NET Coaching | Career Guidance/placement | | Green//NatureClub | Tutorial Committee | Entry into service | IQAC | Arts Club (Secretary) | Platinum Jubilee | Scholarship [ Nodal officer] |
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