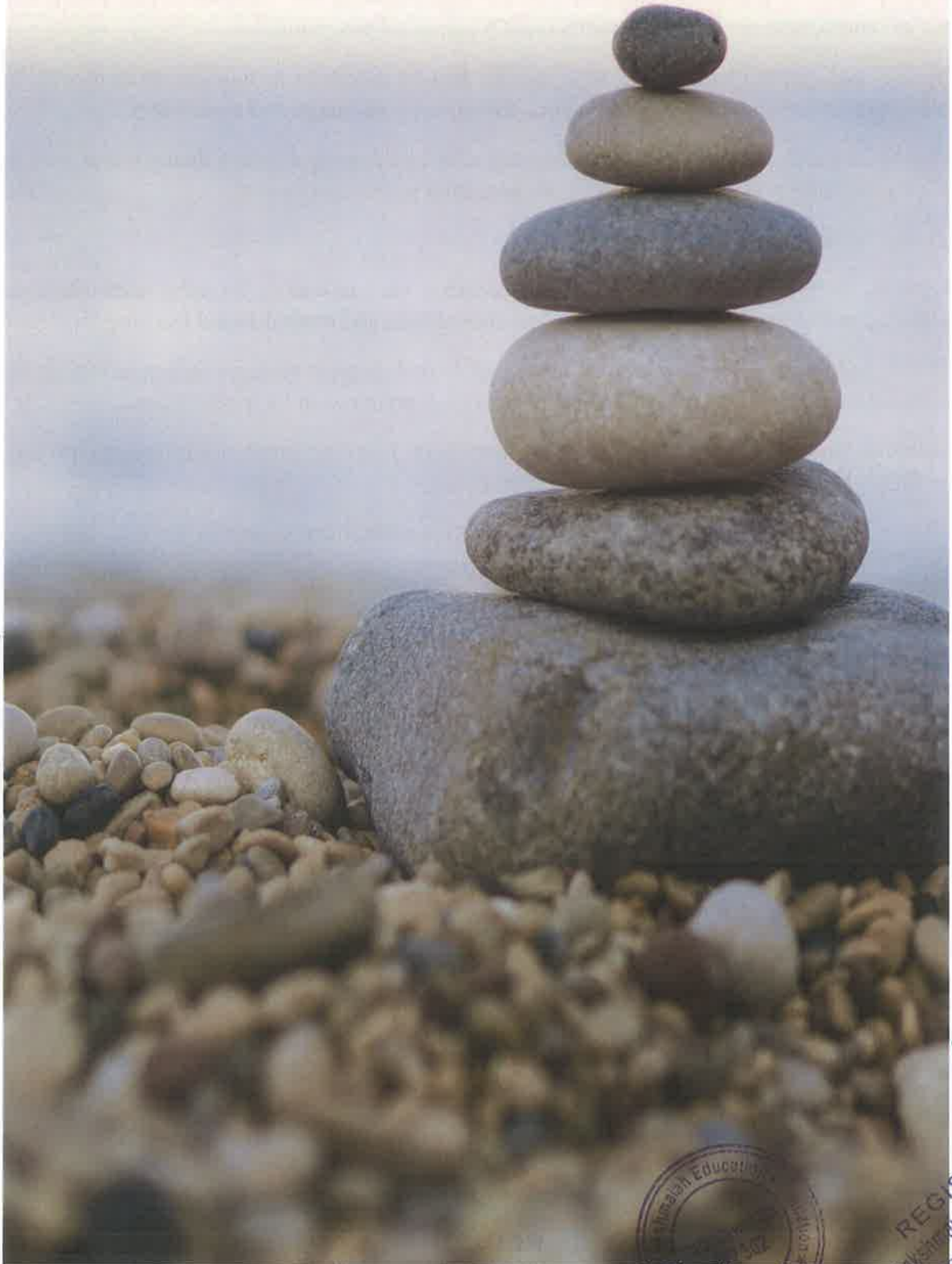




Annual Action Plan

(for Strategic Period 2023-28)



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Koneru Lakshmaiah Education Foundation
(Deemed to be University)
Green Fields, VADESWARAM-522 302
Suntur District, Andhra Pradesh

K. J. Somaiya Institute of Technical Education
(Deemed to be University)
Green Fields, VADESWARAM-522 302
Suntur District, Andhra Pradesh

Utilizing the SWOC analysis and strategic directives delineated in the 2023-2028 strategic plan, KLEF University presents its annual action plan. The Vice-Chancellor (VC) will allocate precise targets to various stakeholders and oversee their attainment.

Academic Year 2023-24

Mission 1: Promote Quality Higher Education and Foster Innovation:

Implementation of NCrf and ABC:

Develop detailed guidelines and manuals for implementing the National Credit Framework (NCrf) and Academic Bank of Credits (ABC) across all programs.

Conduct training workshops and seminars for faculty members to familiarize them with the new credit framework and its implications for curriculum design and assessment.

Establish a dedicated support team to assist faculty members in aligning their courses with the NCrf guidelines and ensuring the smooth transition to the new system.

Faculty Development Programs:

Organize faculty development programs focusing on innovative teaching methodologies, including active learning strategies, flipped classrooms, and project-based learning.

Provide support for faculty members to engage in pedagogical research and experimentation, encouraging them to implement innovative teaching practices in their classrooms.

Facilitate collaborations between faculty members from different disciplines to promote interdisciplinary teaching and learning experiences.

Mission 2: Prepare Students for Real-World Success and Global Citizenship:

Industry Collaboration Initiatives:

Assigning industry advisors for various academic departments to provide guidance on curriculum relevance, industry trends, and skill requirements.

Forge partnerships with local industries to create internship opportunities for students, enabling them to gain hands-on experience and practical skills in their respective fields.

Organize industry interaction sessions, guest lectures, and workshops to expose students to real-world challenges and career opportunities in different sectors.

International Exchange Programs:

Expand the university's network of partner institutions for student exchange programs, allowing students to spend a semester or academic year abroad studying at renowned universities.

Provide support services for outgoing and incoming exchange students, including pre-departure orientations, academic advising, and cultural integration programs.

Promote the benefits of international exchange programs among students through information sessions, alumni testimonials, and promotional materials.

Mission 3: Ensure Holistic Development of Students and Faculty:

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Student Mentorship Programs:

Launch a student mentorship program connecting senior students with incoming freshmen to provide guidance and support during their transition to university life.

Facilitate mentorship opportunities between alumni and current students, allowing alumni to share their experiences, insights, and advice on academic and career matters.

Organize regular mentorship events, networking sessions, and workshops to foster meaningful relationships between mentors and mentees.

Career Counseling Centers:

Establish career counseling centers equipped with resources, tools, and trained professionals to assist students in exploring career options, setting career goals, and developing job-search strategies.

Offer individual career counseling sessions, personality assessments, and career workshops covering resume writing, interview skills, and networking techniques.

Collaborate with employers, recruitment agencies, and alumni networks to organize job fairs, recruitment drives, and industry-specific events to connect students with employment opportunities.

Academic Year 2024-25

Mission 1: Promote Quality Higher Education and Foster Innovation:

Curriculum Review and Enhancement:

Conduct a comprehensive review of existing curricula to identify areas for improvement, update outdated content, and incorporate emerging trends, technologies, and industry best practices.

Engage faculty members, industry experts, and stakeholders in curriculum development workshops and focus groups to ensure curriculum relevance and alignment with industry needs.

Implement outcome-based education (OBE) principles and assessment strategies to measure student learning outcomes, competencies, and skills acquisition effectively.

Research Infrastructure Enhancement:

Invest in upgrading research facilities, laboratories, and equipment to support cutting-edge research projects and experiments across various disciplines.


Establish research centers and institutes focusing on interdisciplinary research areas of strategic importance, such as renewable energy, healthcare innovation, and sustainable development.

Provide funding opportunities, research grants, and incentives to encourage faculty members and students to pursue high-impact research projects with practical applications and societal relevance.

Mission 2: Prepare Students for Real-World Success and Global Citizenship:

Capstone Project Initiatives:




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Introduce interdisciplinary capstone projects or senior thesis requirements for undergraduate students, enabling them to apply their knowledge and skills to real-world problems or research inquiries.

Facilitate collaboration between students from different disciplines, encouraging interdisciplinary teamwork, creativity, and innovation in addressing complex challenges.

Provide mentorship and guidance from faculty members, industry mentors, and alumni advisors throughout the capstone project lifecycle, from ideation and planning to execution and presentation.

Expanded Internship Opportunities:

Strengthen partnerships with local and international organizations to offer a wider range of internship opportunities in diverse fields, including business, technology, healthcare, and the arts.

Develop internship placement services, internship preparation workshops, and internship reflection seminars to support students in securing and maximizing their internship experiences.

Establish internship assessment criteria and evaluation frameworks to assess student performance, learning outcomes, and workplace competencies gained during internships.

Mission 3: Ensure Holistic Development of Students and Faculty:

Faculty Wellness and Development Programs:

Launch faculty wellness programs focusing on stress management, work-life balance, and mental health support, including yoga sessions, mindfulness workshops, and counseling services.

Provide opportunities for faculty members to engage in interdisciplinary collaboration, interdisciplinary teaching, and interdisciplinary research projects to foster intellectual stimulation and professional growth.

Recognize and reward faculty excellence through teaching awards, research grants, and professional development opportunities, promoting a culture of continuous improvement and excellence in teaching and scholarship.

Student Diversity and Inclusion Initiatives:

Develop diversity and inclusion training programs, cultural competency workshops, and bias awareness seminars for students, faculty, and staff to promote a more inclusive and equitable campus environment.

Establish student affinity groups, diversity clubs, and multicultural events to celebrate diversity, foster cross-cultural understanding, and create a sense of belonging for students from underrepresented backgrounds.

Implement policies and practices to address systemic barriers, unconscious biases, and discriminatory practices that may hinder the full participation and success of marginalized students in academic and extracurricular activities.



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Academic Year 2025-26

Mission 1: Promote Quality Higher Education and Foster Innovation:

Online Learning Platform Development:

Invest in the development of a comprehensive online learning platform or learning management system (LMS) to support hybrid and online course delivery models, offering flexibility and accessibility to students.

Provide training and technical support for faculty members to design, develop, and deliver online courses, leveraging multimedia, interactive simulations, and virtual laboratories to enhance student engagement and learning outcomes.

Implement quality assurance mechanisms and standards for online course design, delivery, and assessment to ensure the effectiveness and integrity of online learning experiences.

Mission 2: Prepare Students for Real-World Success and Global Citizenship:

Competency-Based Education (CBE) Implementation:

Design and pilot competency-based education (CBE) programs or pathways that allow students to progress at their own pace, demonstrating mastery of specific knowledge, skills, and competencies required for success in their chosen fields.

Develop competency frameworks, assessment rubrics, and proficiency benchmarks for key competencies or learning outcomes aligned with industry standards, professional certifications, or licensure requirements.

Provide personalized learning pathways, adaptive learning technologies, and competency assessments to support student-centered, self-directed learning experiences tailored to individual learning needs, preferences, and goals.

Expanded Internationalization Efforts:

Strengthen partnerships with international universities, organizations, and agencies to expand study abroad programs, international student exchanges, and cross-cultural immersion experiences for students.

Develop joint degree programs, dual-degree agreements, and collaborative research initiatives with partner institutions to promote academic mobility, global citizenship, and cross-border collaboration in education and research.

Establish international student support services, cultural orientation programs, and peer mentoring networks to assist international students in adjusting to academic and social life in a new cultural and linguistic environment.

Mission 3: Ensure Holistic Development of Students and Faculty:

Faculty Exchange Programs:

Launch faculty exchange programs and visiting scholar programs with partner universities and research institutions to promote cross-cultural exchange, interdisciplinary collaboration, and international networking opportunities for faculty members.



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Facilitate short-term and long-term faculty exchanges, sabbatical opportunities, and research residencies to support collaborative research projects, joint publications, and academic partnerships across borders.

Develop guidelines, agreements, and evaluation criteria for faculty exchange programs to ensure quality, relevance, and mutual benefit for participating faculty members and host institutions.

Student Engagement and Leadership Development:

Expand co-curricular and extracurricular opportunities for student engagement, leadership development, and community service through student clubs, organizations, and volunteer programs focused on diverse interests, passions, and causes.

Provide training, resources, and mentorship for student leaders to develop leadership skills, teamwork abilities, and effective communication strategies for organizing events, initiatives, and projects that benefit the campus and broader community.

Recognize and celebrate student achievements, contributions, and leadership roles through awards, scholarships, and honors ceremonies, fostering a culture of excellence, pride, and belonging among students.

Academic Year 2026-27

Mission 1: Promote Quality Higher Education and Foster Innovation:

Research Dissemination and Impact Enhancement:

Establish institutional repositories, open-access journals, and digital archives to disseminate faculty research publications, scholarly articles, and creative works to a wider audience, promoting visibility, accessibility, and impact.

Organize research symposia, conferences, and colloquia to showcase faculty research findings, innovations, and discoveries, facilitating interdisciplinary collaboration, peer feedback, and networking opportunities within and beyond the university community.

Develop partnerships with funding agencies, industry sponsors, and philanthropic organizations to support translational research, technology transfer, and commercialization efforts for bringing research innovations to market and society.

Mission 2: Prepare Students for Real-World Success and Global Citizenship:

Entrepreneurship and Innovation Initiatives:

Establish entrepreneurship centers, innovation hubs, or startup incubators to provide resources, mentorship, and funding support for student entrepreneurs, innovators, and aspiring business leaders to launch and grow their ventures.

Offer entrepreneurship courses, workshops, and boot camps covering topics such as business planning, market research, financial management, and venture pitching to equip students with the knowledge, skills, and mindset to succeed as entrepreneurs.

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Organize entrepreneurship competitions, hackathons, and pitch events to showcase student startups, innovations, and business ideas to investors, mentors, and industry partners for funding, partnerships, and support.

Mission 3: Ensure Holistic Development of Students and Faculty:

Faculty Recognition and Development Programs:

Implement faculty recognition programs, awards, and honors to celebrate excellence in teaching, research, and service, acknowledging faculty members for their outstanding contributions, achievements, and impact on the university community.

Provide faculty development grants, research sabbaticals, and professional growth opportunities to support faculty members in pursuing advanced degrees, conducting research projects, and attending conferences or workshops relevant to their academic disciplines or career aspirations.

Foster a culture of peer mentoring, collaborative learning, and continuous improvement among faculty members through interdisciplinary study groups, learning communities, and faculty forums focused on shared interests, challenges, and goals.

Diversity and Inclusion Policy Implementation:

Develop and implement a comprehensive diversity and inclusion policy framework encompassing recruitment, retention, promotion, and professional development practices to ensure equity, fairness, and inclusivity for all members of the university community.

Establish diversity and inclusion task forces, committees, or councils comprising faculty, staff, students, and administrators to assess campus climate, identify systemic barriers, and recommend policy changes, programs, and initiatives to promote diversity, equity, and social justice.

Provide diversity training, cultural competency workshops, and bias awareness seminars for faculty, staff, and students to increase awareness, empathy, and understanding of diverse perspectives, experiences, and identities, fostering a more inclusive and welcoming campus culture.

Academic Year 2027-28

Mission 1: Promote Quality Higher Education and Foster Innovation:

Alumni Engagement and Impact Assessment:

Develop alumni engagement strategies, programs, and initiatives to cultivate lifelong relationships, loyalty, and support from alumni, leveraging their expertise, networks, and resources to advance the university's mission and goals.

Conduct alumni impact assessments, surveys, and focus groups to evaluate the effectiveness and impact of the university's educational programs, services, and experiences on alumni outcomes, career trajectories, and societal contributions.




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Establish alumni advisory boards, councils, or committees to provide input, feedback, and guidance on strategic priorities, institutional planning, and resource allocation decisions, ensuring alignment with alumni interests, aspirations, and expectations.

Mission 2: Prepare Students for Real-World Success and Global Citizenship:

Global Engagement and Partnerships:

Strengthen global engagement and partnerships with international universities, organizations, and agencies through strategic collaborations, joint initiatives, and exchange programs that promote cross-cultural understanding, collaboration, and mutual learning.

Expand global internship opportunities, research exchanges, and study abroad programs to provide students with immersive, transformative, and culturally enriching experiences that broaden their perspectives, enhance their competencies, and prepare them for global citizenship and leadership.

Develop global citizenship education programs, intercultural competence workshops, and international service-learning projects that empower students to address global challenges, promote sustainable development, and make a positive impact on local and global communities.

Mission 3: Ensure Holistic Development of Students and Faculty:

Wellness and Resilience Initiatives:

Implement comprehensive wellness and resilience initiatives to support the mental, emotional, and physical well-being of students, faculty, and staff, including counseling services, stress management workshops, mindfulness programs, and recreational activities.

Create a culture of care, compassion, and community by fostering social connections, peer support networks, and community-building events that promote belonging, inclusion, and solidarity among members of the university community.

Provide resources, tools, and training for faculty and staff to recognize signs of distress, provide compassionate support, and refer individuals to appropriate resources and services for professional help, treatment, or intervention when needed.

This multi-year action plan outlines a systematic approach for achieving the strategic goals of KLEF University across various missions, including promoting quality higher education, preparing students for real-world success and global citizenship, and ensuring the holistic development of students and faculty. By implementing these initiatives and fostering a culture of excellence, innovation, and inclusivity, KLEF University will continue to advance its mission of academic excellence, innovation, and societal impact in the years to come. Regular monitoring, evaluation, and adaptation will be essential to ensure the successful implementation of these initiatives and the continuous improvement of the institution.




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Responsibility Assignment Matrix

Following Responsibility Assignment Matrix provides a comprehensive overview of annual action plans across various domains within the KLEF. It delineates responsibilities, goals, and yearly action plans assigned to key functionaries, ensuring accountability and alignment with university's objectives. This matrix outlines specific initiatives, targets, and strategies undertaken by different departments and individuals to drive academic excellence, faculty development, research endeavors, international collaborations, and skill enhancement programs.

Responsible Person	Goals	Annual Action Plan (2023-24)	Annual Action Plan (2024-25)	Annual Action Plan (2025-26)	Annual Action Plan (2026-27)	Annual Action Plan (2027-28)
Dean (Academics)	Student Outcomes	Add Semester Abroad for 2 more programs with reputed universities	Expand Semester Abroad opportunities for 2 more programs	Enhance Semester Abroad for 2 more programs	Enhance Semester Abroad for 2 more programs	Enhance Semester Abroad programs
	Input	MS programs in collaboration with foreign Universities, PG & Ph.D. Programs in Sciences, MBA programs in collaboration with Industries., Internationally collaborated MBA programs	Strengthen collaboration for 1 PG & Ph.D. Programs each in sciences	Expand collaboration for 1 UG and 1 PG program	Expand collaboration for 1 UG and 1 PG program	Expand collaboration for 1 UG and 1 PG program
	Corporate Programs	Industry Driven Executive MBA, PG Programs, Customized programs on Industrial Demand	Develop customized programs based on industry demands	Develop industry-driven executive MBA programs	Implement industry-driven executive MBA programs	Improve industry-driven executive MBA programs



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Faculty	International Faculty sharing the course with our faculty.	Facilitate more international faculty collaboration	Facilitate more international faculty collaboration	Facilitate more international faculty collaboration	Facilitate more international faculty collaboration
Teaching Learning Process	Curriculum Design, Program Outcome, Course Outcome, Industrial Orientation, Skilling, Project Handling, Component Based Learning (Subject + Project), Self-learning MOOCs Platforms Coursera, Udemy, NPTEL etc., Online Mode of Teaching, Lab Taken to Class model., Hybrid Model., Flipped Classroom, Video Lectures of Courses (Digital Studios), Laboratories Hybrid model	Strengthen the flipped classroom and hybrid learning models	Continue to strengthen flipped classroom and hybrid learning models	Continue to strengthen flipped classroom and hybrid learning models	Strengthen the flipped classroom and hybrid learning models
Administration	Academic Council, Advisory Boards to Departments	Strengthen advisory mechanisms for curriculum enhancement	Strengthen advisory mechanisms for curriculum enhancement	Strengthen advisory mechanisms for curriculum enhancement	Strengthen advisory mechanisms for curriculum enhancement



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Dean (Faculty & Staff Affairs)	<p>Quality Faculty, Recruitment Process, Staff Welfare & Incentives, Retention of faculty, My Feeling of the faculty(owning), Echo System, Discipline, Faculty Promotion Policies, Teaching & Non-Teaching Appraisals, Knowledge upgradation Schemes, International Faculty collaborative work with our Faculty, International Faculty sharing the course with our faculty, Faculty exchange Program both sides</p>	<p>Enhance faculty retention strategies, Achieve 90% with more than 3 years in house experience</p>	<p>Enhance faculty retention strategies, Achieve 93%</p>	<p>Enhance faculty retention strategies, Achieve 96%</p>	<p>Enhance faculty retention strategies, Achieve 100%</p>
		<p>Maintain 100% Ph.D. in Sciences & Humanities and 80% in Engg., Architecture & Agriculture</p>	<p>Maintain 100% Ph.D. in Sciences & Humanities and 85% in Engg., Architecture & Agriculture</p>	<p>Maintain 100% Ph.D. in Sciences & Humanities and 88% in Engg., Architecture & Agriculture</p>	<p>Maintain 100% Ph.D. in Sciences & Humanities and 90% in Engg., Architecture & Agriculture</p>




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Dean (Quality)	<p>Institute</p> <p>Category –I University with Center of Potential Excellence), NIRF Rank <25, Improve QS Ranking, NAAC A++ with higher grade, Prepare for NBA accreditation (3-4 Engg. Programs) and AMBA for MBA,</p>	<p>Secure NBA for 3-4 Engg. Programs, and AMBA for MBA,, Prepare for ABET accreditation, NIRF Rank <23, Improve QS Ranking, Other national and international higher rankings and ratings</p>	<p>Secure ABET, Maintain NIRF Rank <23, Improve QS Ranking, Other national and international higher rankings and ratings</p>	<p>NIRF Rank <20, Improve QS Ranking, prepare for SHANGHAI Ranking Other national and international higher rankings and ratings</p>	<p>Maintain NIRF Rank <20, Improve QS Ranking, Good SHANGHAI Ranking Other national and international higher rankings and ratings</p>	<p>Improve number of student patents and startups by 10%</p>
Administration	IQAC	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%
Student Outcomes	Start Ups	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%	Improve number of student patents and startups by 10%
Dean (R&D)						



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		<p>Ph.D. Programs intake from all over India, Establishing Research Center of Excellence and offer Ph.D. and Post Docs from them, foreign university collaborative Ph.D. Programs, PG & Ph.D. Programs in Sciences</p>	<p>Strengthen research center collaborations</p>	<p>Strengthen research center collaborations. Establish Center of Excellence (CoE)</p>	<p>Strengthen research center collaborations. Improve functioning of Center of Excellence (CoE)</p>	<p>Strengthen research center collaborations. Improve functioning of Center of Excellence (CoE)</p>
		<p>Publications, Quality Publications Research Professors (for Quality Publications), Citations, H-Index, Research Journal hosting, Research projects, International Collaborative Research, Innovation, Startup, Incubation, Entrepreneurship, Fab-Lab, Makers Space, Prototyping, Center of Excellence, Consultancy, Research Labs.</p>	<p>Increase research publications, and h index by 10% output and innovation initiatives</p>	<p>Increase research publication, citations, and h index by 10% output and innovation initiatives</p>	<p>Increase research publication, citations, and h index by 15% output and innovation initiatives</p>	<p>Increase research publication, citations, and h index by 15% output and innovation initiatives</p>
<p>Statutory Bodies Permission</p>	<p>DST</p>		<p>Obtain additional funding for research projects</p>	<p>Obtain additional funding for research projects</p>	<p>Obtain additional funding for research projects</p>	<p>Obtain additional funding for research projects</p>



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Student Outcomes 360 Degree personality Development	Implement personality development programs	Enhance personality development programs	Enhance personality development programs	Enhance personality development programs	Enhance personality development programs
Input Introduce specialized courses aligned with industry needs	Add specialized courses aligned with industry needs	Add specialized courses aligned with industry needs	Add specialized courses aligned with industry needs	Add specialized courses aligned with industry needs	Add specialized courses aligned with industry needs
Corporate Programs Industry driven Executive programs in Engg. And MBA disciplines, Certificate skilling courses on Industrial specializations	Strengthen existing and Expand industry-driven executive programs to 1 more disciplines	Strengthen existing and Expand industry-driven executive programs to 1 more disciplines	Strengthen existing and Expand industry-driven executive programs to 1 more disciplines	Strengthen existing and Expand industry-driven executive programs to 2 more disciplines	Strengthen existing and Expand industry-driven executive programs to 2 more disciplines
Teaching Learning Process Skilling, Coding Platforms	Enhance skilling initiatives	Enhance skilling initiatives	Enhance skilling initiatives	Enhance skilling initiatives	Enhance skilling initiatives
Skilling Industrial Center of Excellence, Certifications, Technology Center, Coding Platforms, Offering Skilling courses for Industrial Placements	Establish more centers of excellence	Establish more centers of excellence	Establish more centers of excellence	Establish more centers of excellence	Establish more centers of excellence
Statutory Bodies Permission Skill India					



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Director (International Relations)	Institute Foreign University Collaborations, International Awards	Strengthen international collaborations	Strengthen international collaborations	Strengthen international collaborations	Strengthen international collaborations	Strengthen international collaborations
	Student Outcomes Semester Abroad	Increase opportunities for semester abroad programs	Increase opportunities for semester abroad programs	Increase opportunities for semester abroad programs	Increase opportunities for semester abroad programs	Increase opportunities for semester abroad programs
	Input MS programs in collaboration with foreign Universities, Foreign university collaborative Ph.D. Programs, internationally collaborated MBA programs	Expand collaboration for MS programs	Expand collaboration for MS programs	Expand collaboration for MS programs	Expand collaboration for MS programs	Expand collaboration for MS programs
	Faculty International Faculty collaborative work with our Faculty, International Faculty sharing the course with our faculty, Faculty exchange Program both sides	Enhance international faculty collaboration by 10%	Enhance international faculty collaboration by 10%	Enhance international faculty collaboration by 10%	Enhance international faculty collaboration by 15%	Enhance international faculty collaboration by 15%
	Statutory Bodies Permission International Relations with Universities					




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Registrar	<p>Institute</p> <p>Foreign University Collaborations, Perception India & Abroad</p>	<p>Strengthen perception and international collaborations by adding 2 MoU with best international universities and industries</p>	<p>Strengthen perception and international collaborations by adding 2 more MoU with best international universities and industries</p>	<p>Strengthen perception and international collaborations by adding 2 more MoU with best international universities and industries</p>
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