

Ref. No. CUJ/GA/2017/.4.7.8

Dated: 30, November, 2017

NOTICE

It is notified to all teachers / staff willing to attend any Seminar / Conference / Symposium / Workshop etc., while applying for leave, must attach the invitation / programme / brochure of the organizers. After journey they are required to submit a brief report / participation certificate etc.

This issues with the direction of the Vice Chancellor.

ASST. REGISTRAR - I

Copy for Information and necessary action to:

- 1. All Dean of the School, Head/Coordinator of the Centres
- 2. Controller of Examinations
- 3. PS to the Vice Chancellor
- 4. PS to the Registrar
- 5. PS to the Finance Officer
- 6. Dean, Students' Welfare
- 7. Librarian
- 8. Dy. Registrar, Admn. & Acad.
- 9. Asst. Registrar I / II / III
- 10. System Analyst for uploading the notice in website
- 11. Concerned File
- 12. Guard File

ASST. REGISTRAR -