

UNIVERSITY OF JAMMU

C I R C U L A R

It has come to the notice of the authorities that some of the teachers are taking part in orientation courses/academic programmes without proper approval of the competent authority. The authorities have taken a serious note of it.

In view of the above, it is hereby circulated for the information of all teachers that while accepting to take part in any academic programme, the concerned Head of the Department/Competent authority should not be by-passed and written approval be sought before joining such programmes.

  
REGISTRAR 24.1.14

No: Adm/TW/2014/ 622-72  
Dated: 25/01/2014

**Copy to: -**

1. Spl. Secretary to Vice-Chancellor
2. P. S. to Dean Academic Affairs
3. Sr. P.A. to Registrar
4. Sr. P. A. to Controller of Examinations
5. Director, DDE/ DIQA /DLL/Computer Centre/Physical Education/Centre for Studies in Museology /CSRS/ Centre for History of Culture of Jammu & Ladakh Region/CHTM/ICCCR&HRM/ Centre for New Literatures, Culture & Communication/SVAPADA/Disaster Management/Centre for IT enabled Services & Management
6. **Director, Academic Staff College with the request not to allow any candidate on verbal instructions from whatever quarter it flows.**
7. All Rectors /Directors of the various Campuses of the University
8. Dean Students Placement Cell
9. Dean Students Welfare/Provosts (Boys'/Girls' Hostels)
10. All Heads of the Teaching Departments of the University
11. Administrator, General Zorawar Singh Auditorium
12. Chair Professors.
13. I/C Librarian, Dhanvantri Library/Post M.A. Urdu Professional Course
14. Joint Registrars (Finance)
15. Programme Coordinator, NSS
16. All Dy. Registrars/Assistant Registrars
17. Executive Engineer/Manager Guest House
18. President, JUTA.
19. Guard file