



MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

[A Central University established by an Act of Parliament]

Dr. Ambedkar Administrative Building, Raghunathpur, Motihari - 845 401, District - East Champaran, Bihar

Email: osdadmin@mgcub.ac.in

F.No. 2-1/MGCUB/GA/2016

Date: 10th October 2020

CIRCULAR

This is for the information of all concerned that any proposal regarding academic events like virtual /offline invited lectures, webinars, workshops, conferences, co-curricular activities, including holding of any special examination at the Department level, has to be necessarily routed through the respective Dean to the Competent Authority.

It may please be ensured that Campus Directors, Deans of all Schools, Proctor and the DSW are duly informed regarding the proposed programme, so that there is no glitch in the smooth conduct of the programme/ event.

This is issued with the approval of the Competent Authority.

(DR PADMAKAR MISHRA)

OSD (Administration)

Muruj
10/10/20

Copy of the above forwarded to the following for information and necessary action please:

1. The OSD (Finance)/CoE/Campus Directors/Deans/DSW/Heads/Deputy Registrars/Proctor/Provost, MGCU
2. The Incharge Sports Officer/ Procurement Officer
3. Warden, Girls Hostel, MGCU
4. Public Relations Officer, MGCU
5. System Analyst, MGCUB- *with the request to upload on University website.*
6. Section Officer (Administration/ Finance/ Chanakya Parisar), MGCU
7. PS to the Vice-Chancellor- *for kind information of the Hon'ble Vice-Chancellor please.*
8. Guard File