



MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

[A Central University established by an Act of Parliament]

Dr Ambedkar Administrative Building, Motihari – 845 401, District – East Champaran, Bihar

Email: osdadmin@mgcub.ac.in

F. No.: 2-1/MGCUB/GA/2017/4834

Dated: 25th June 2020

CIRCULAR

1. All the Faculty Members of the University are required to submit any proposal for conducting Webinar/Talk or any other Academic Programme **only through their respective Head and Dean, and further through Dean (Research and Development)**.
2. A proposal received without the proper channel as indicated above shall not be entertained by the Competent Authority.
3. This is issued with the approval of the Competent Authority.

(DR PADMAKAR MISHRA)

OSD (Administration)

MAHATMA GANDHI CENTRAL UNIVERSITY
Camp Office, Near QP Thana
Raghenastipur, Motihari - 845 401
District - East Champaran, Bihar (INDIA)

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

1. Individual Concerned
2. The OSD (Finance), MGCUB
3. The Dean (Research and Development), MGCUB
4. The Dean Students Welfare, MGCUB
5. The Controller of Examinations/Proctor/Provost, MGCUB
6. All the Deans of different Schools, MGCUB
7. All the Heads of different Departments, MGCUB – *with the request to bring the same to the notice of all faculty under their respective Schools/Departments.*
8. Deputy Registrars, MGCUB
9. Public Relations Officer, MGCUB
10. System Analyst – *for uploading the same on University Website*
11. Private Secretary to Vice-Chancellor, MGCUB – *for kind information of the Hon'ble VC please.*
12. Guard File

(DINESH HOODA)

Section Officer

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