

UNIVERSITY OF JAMMU

CIRCULAR

It is impressed upon all the Employees of the University of Jammu to submit their leave forms on medical grounds alongwith Form 4 and 5 only and not on Medical OPD Slip issued by the Govt./Private Hospital/certificate on letter heads of private doctor.

Masrooha
REGISTRAR
Masrooha

No: Estab/22/ 6149-6248

Dated: 17.6.22

Copy to :-

1. Special Secretary to the Vice Chancellor, University of Jammu for the kind information of the Worthy Vice Chancellor please
2. Sr. P.A. to the Dean Academic Affairs/Dean Research Studies/Dean, Planning & Development
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, DDE/CDC/DLL/DIQA//Physical Education/HRDC/ Centre for Studies in Museology & Sheikh Noor-ud-Din-Noorani Museum of Heritage/DSRS/ Centre for History of Culture of Jammu & Ladakh Region/SHTM/ICCCR&HRM/School of Visual and Performing Arts, Design and Architecture/Centre for Women's Studies/Centre for IT Enabled services & Management
5. Dean Student Welfare/Provost (Boy's/Girl's Hostel)/Dean Student Placement
6. All Rectors/Directors, Offsite Campuses
7. All Heads of the Teaching Departments of the University
8. I/c Librarian, Dhanvantri Library
9. Convener, Website Monitoring and Updation Committee
10. I/c Administrator, General Zorawar Singh Auditorium
11. I/c Director, Computer Centre
12. Sr. P. A. to the Joint Registrar (Finance)
13. Programme Coordinator, NSS
14. All Wardens of University Hostels
15. Joint Registrar (CDC)
16. All Deputy Registrars
17. Chief Accounts Officer
18. All Assistant Registrars
19. Executive Engineer, UWD
20. Manager Guest House
21. Medical Officer, UHC
22. Security Officer
23. All Sections/Guard File