

तमिलनाडु केन्द्रीय विश्वविद्यालय

(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)

CENTRAL UNIVERSITY OF TAMIL NADU

(Established by an Act of Parliament, 2009)

नीलक्कुडी परिसर/Neelakudi Campus, तिरुवारूर/Thiruvavur - 610 005

CUTN-4-16/2012-Estt

Dated: 11/05/2018

CIRCULAR

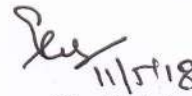
Ref: CUTN Notification No: CUTN-11(3)/2018-Students/230
dated:10-05-2018

The summer vacation for 2017-2018 for the faculty members has been notified from 16th May to 17th June 2018. In this regard, all Heads/ Heads In-charge/ Coordinators of the Departments and Deans of various Schools are requested to stay in the campus during vacation for academic and other administrative related work. Faculty members are requested to submit the following information through their Head/Head In-charge/Coordinator.

1. Faculty members proceeding on vacation are required to inform their contact details during the period of vacation to Establishment section with a copy to the Academic Section.
2. Faculty members leaving the country are required to obtain prior permission from the Competent Authority. Application for permission should be duly recommended by the concerned Head/Head In-charge/Coordinator.
3. Faculty members, who intend to stay and work during vacation, should inform (through their Head /Head In-charge/Coordinator) well in advance along with their detailed work plan and get prior approval from the Competent Authority, in the following format.

Working Spell		No. of Working Days	Nature of Work	Recommendation of Head In-Charge / Coordinator
From	To			

4. The faculty members who have been nominated in various Committees should make themselves available as required by the University.



(A. Velu)

Assistant Registrar
Establishment

ए. वेलु | A Velu

सहायक कुलपति | Assistant Registrar
स्थापना | ESTABLISHMENT

To

1. All Heads and Deans
2. All Faculty members
3. PS to VC, PA to Registrar, PA to FO, PS to CoE
4. Joint Registrar, Asst. Registrars and other Officers
5. System Admin – for website e-circular
6. Notice Boards