

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)
(‘A+’ Grade, NAAC Accredited)

NOTIFICATION

Session: 2018-2019
Last Date: 20.06.2018

It is notified for the information of all concerned that the last date for the receipt of Applications for seeking permission to appear as private candidates/distance education in an examination of this University or any other University or to seek admission to an Evening Course of this University, has been fixed for **20.06.2018**. Those employees who are interested and are eligible should **submit their applications on the prescribed Performa given over-leaf** by the stipulated date after which no application will be entertained. The permission sought for will be granted according to the University rules and with the following conditions:

“Whole time employee of this University who has put in at least two years continuous service will be granted permission to attend regular classes of the Kurukshetra University or any other University as a private candidate/ distance education if otherwise eligible provided that such permission shall be allowed only if the Vice-Chancellor is satisfied that it would not interfere with the efficient discharge of the duties of the person concerned. In case the number of applications exceeds the requisite percentage, the recommendations shall be based on seniority and merit.”

INSTRUCTIONS:

These instructions may be followed strictly while applying for permission:

1. The applications on the prescribed Performa must reach by the stipulated date in the office of the undersigned.
2. The result of an examination of the employee concerned having appeared last year, must be indicated in the Performa. In case the result has not been declared by the time of applying for permission, the employee concerned should intimate the result immediately within 7 days after its declaration.
3. Concealment of any fact will entail rejection of the application and also render the employee liable to disciplinary action.
4. The name of the University/Board under which the employee intends to take an examination should also be indicated in the Performa.
5. The applications received after the stipulated date in the Estt. Branch and also incomplete applications shall not be entertained and will automatically stand rejected.
6. Persons who have been granted permission for continuous courses need not apply afresh. However, they will have to intimate the result every year.

REGISTRAR

Endst. No. EN-7/18/ 3171 - 3270

Dated: 30-5-18

Copy of the above is forwarded to the following for information and with the request to bring the contents of this notification and instructions to the notice of employees working under them:

1. Chairpersons/Directors of all the University Teaching Departments/Institutes, K.U.K
2. Principals, University College & College of Education /Sr. Sec. Model School on the Campus, K.U.K
3. Heads of Non-Teaching Departments/ Branch Officers, K.U.K
4. O.S.D to the Vice-Chancellor, K.U.K (for kind information of the Vice-Chancellor)
5. Assistant Registrar O/o Registrar (for kind information of the Registrar)
6. Supdt.(Teaching/Non-Teaching), Estt. Branch, K.U.K
7. EN-1/EN-2/EN-6/EN-9, Estt. Branch, K.U.K

Ushulob
30/5/18
Deputy Registrar(Estt.NT)
for Registrar

SPECIMEN PROFORMA

Last Date: 20.06.2018

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)
(‘A+’ Grade, NAAC Accredited)

(Read instructions given overleaf before applying for permission)

Name of the employee with designation /present pay scale & Branch/ Office	Date of Appointment in the Univ.	Qualification & designation at the time of joining in the Univ. service.	Name of the last Exam along with the year for which permission was granted (either in normal course or as a special case)	No. & date of letter with year vide which permission was granted	Whether passed or failed or did not appear or permission got cancelled	No. of chances availed for which permission was granted as in col. No.4	Name of exam for which permission is now requested for	Name of Univ./ Board from where the employee proposes to take examination.	Remarks
1	2	3	4	5	6	7	8	9	10

COUNTERSIGNED

Chairperson/ Head of the Office

Signature of the Employee