



**VISVA-BHARATI
SANTINIKETAN**

NOTIFICATION

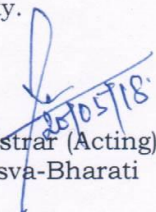
The undersigned is to convey that on account of the ensuing Convocation of the University all the offices of the University will remain open on 23/05/2018 and 24/05/2018 (Wednesday and Thursday). The employees are requested not to take any leave upto 25/05/2018 except under compelling reasons like medical emergencies, family bereavement etc.

All concerned are requested to cooperate for organization of the Convocation Ceremony to be held on 25/05/2018.

All the students, faculty members and staff members are also requested to carry their identity card for security reasons.

This is issued with the approval of the competent authority.

Ref. No. Reg/Notify/156/508
Date 20/05/2018


Registrar (Acting)
Visva-Bharati

Copy forwarded of information and necessary action to:

1. All Directors/Principals of all Bhavanas/ Vibhagas
2. All Heads of Academic and Non-teaching Departments/ Centres/ Sections
3. Proctor
4. Finance Officer
5. Joint Registrar (Accounts)
6. All Joint Registrars/ JFO/Deputy Registrars/IAO/Assistant Registrars
7. C.M.O./C.S.O/U.E.
8. CS to Vice-Chancellor
9. Assistant Registrar (Meeting) – to report to Karma-Samiti
10. PA to Registrar
11. Pay Fixation Cell
12. Hindi Officer – to translate into Hindi and arrange to upload in the University website
13. University Webmaster – to upload in the University Website
14. File