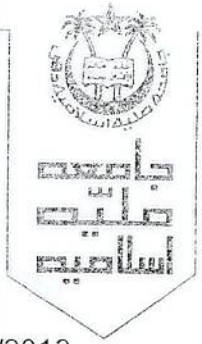


JAMIA MILLIA ISLAMIA

(A Central University by an Act of Parliament)
Maulana Mohammed Ali Jauhar Marg
New Delhi-110025

Tel. : 26984075, 26988044
26981717, 26985176
Fax : 26980229, Grams : JAMIA
E-mail : ssajid@jmi.ac.in
Website : http://jmi.ac.in



Office of the Registrar

Ref.No.:PDB/PC-328/2013/FTS# 170122

23/08/2013

NOTICE

The official communication from the Registrar Office at present are sent manually. It takes a lot of time and also causes inconvenience. In order to save the time and also to optimally utilize the IT services available in the University, it has been decided that official communication such as Office Orders, Notices, Sanction Letters etc. issued from time to time from the Office of the Registrar shall be sent on e-mail IDs of the concerned Deans of the Faculties, Directors of the Centres, Head of the Departments and Head of the Offices/Sections. All concerned may, therefore, take note of it.

However, hard copies, if desired so, may be obtained from the concerned offices.

Shahid Ashraf
(Prof. Shahid Ashraf)
Registrar

Copy to:

1. All Deans of the Faculties, JMI.
2. All Directors of the Centres, JMI.
3. All Heads of the Departments/Offices, JMI.
4. The Finance Officer, JMI.
5. The Controller of Examinations, JMI.
6. The Assistant Controller of Examinations, JMI.
7. Dy. Registrar (Admn.), JMI.
8. Dy. Registrar (HRD), JMI.
9. OSD(Establishment), JMI.
10. Development Officer, JMI.
11. All Assistant Registrars, JMI.
12. The Secretary to the Vice-Chancellor, JMI.
13. The Assistant Registrar, Registrar Office, JMI.
14. Guard File