



**Office of the Dean Academic Affairs**  
Baba Ghulam Shah Badshah University  
Rajouri (J&K)-185234

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**NOTICE**

With reference to the decisions taken in the meeting held on July 27, 2021 with all the Deans, HoDs, I/c HoDs, Coordinators, Registrar, Controller of Examinations etc., the follow-up actions of the following decisions have still not be complied with by most of the HoDs which may be expedited at the earliest and **positively by August 04, 2021** :

1. All the HoDs have to propose the composition of the Admission Committee for their respective Department for the year 2021 which has to be approved by the Hon'ble Vice Chancellor. Hence, the said information has to be sent to Deputy Registrar (Academics) by the aforesaid date and the copy of the same be also endorsed to Dean Academic Affairs.
2. All the HoDs were required to obtain the details of the applicants for different program of studies of their respective Department from CITES and have to make a list of the applicants who have already completed their qualifying examination for the admission to next program of studies. This information is required to be sent to undersigned by the aforesaid date.
3. It was decided to develop liasioning with the Alumni to promote admissions in different programmes of study. All HoDs are requested to inform the status of progress made in the above plan of action and inform the same to undersigned by the aforesaid date. Further, any other measures taken by the respective Departments to increase the enrolment in 2021 may also be intimated to the undersigned.

**You are urged to strictly comply with the deadline.**

(Prof. Iqbal Parwez)  
Dean, Academic Affairs

**No. BGSBU / DAA / 21 / 920**

**Dated: 03.08.2021**

**Copy to:-**

1. All Deans of Schools of Studies.
2. Controller of Examinations.
3. Principals, College of Engineering and Technology / Polytechnic
4. All HoDs / I/C HoDs / Coordinators of the Departments of Studies / Offices.
5. Special Secretary to HVC for kind information of the Vice Chancellor.
6. All Deputy Registrars / Deputy Controller of Examinations.
7. P.A. to Registrar for information of the Registrar.
8. University Website ([www.bgsbu.ac.in](http://www.bgsbu.ac.in))
9. All concerned.
10. Office Copy.