



(Established under The Tripura Act No. 4 of 2023 & UGC u/s 2(f) of UGC Act. 1956)

आनंदनगर, महेशखोला, त्रिपुरा (पश्चिम) -799004/ Anandanagar, Maheshkhola, Agartala, Tripura (West)  
ई / मेल-e-Mail: registrar@tiut.ac.in, वेबसाइट / Website: www.tiut.ac.in


## **CIRCULAR**

Maheshkhola; 25<sup>th</sup> April 2025

F.No. TIUT /01/18/CIRC/2024-25-Admin/ 1235 It is hereby informed to all concerned that prior permission must be obtained before attending any **Faculty Development Programmes (FDPs), seminars, conferences, training programmes or any other relevant programmes** related to the concerned faculty/staff. Faculty members/staff intending to participate in any such event are required to submit a formal application to the competent authority through proper channel. The application must include complete details of the event and proposed arrangements for class management during the period of participation. No faculty member shall join or attend any such event without prior approval.

Furthermore, upon completion, a **detailed report** of the programme must be submitted to the O/o the Dean (Academic Affairs) / Registrar for necessary records and further processing.

This is issued with prior approval of Hon'ble Vice-Chancellor, TIUT.

  
(Somnath Roy)  
Registrar (i/c)

Copy to:-

1. PA to VC, TIUT for kind information to Hon'ble VC, TIUT.
2. Dean (Academic Affairs), TIUT for kind information.
3. Dean (School of Humanities and Social Sciences), TIUT for kind information.
4. Dean (i/c) (School of Engineering and Technology), TIUT for kind information.
5. Finance Officer, TIUT for kind information.
6. Controller of Examination (i/c), TIUT for information.
7. All HoDs/In-Charge of all Schools / Departments of TIUT for information & circulation among faculties.
1. Website I/C, TIUT for uploading this to TIUT's website.
2. Notice Board
3. Guard file.

  
Registrar (i/c)