



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY : DIBRUGARH

Memo No.: DU/DR-A/20-1/Ann- Rep/17/210

Date: 1/03/2017

To

The Head and Chairperson/Director
of the Teaching Departments/Centre of Studies/Institute
Dibrugarh University

Sub: ***Submission of the Annual Report of your Departments/Centre of Studies/ Institute through Online System.***

Sir/Madam,

With reference to the above, I would like to inform you that the Dibrugarh University has introduced the Online Annual Report submission System from this session through a software supported prescribed proforma.

In context of the above, may I request you to kindly submit the Annual Report of your esteemed Departments/Centre/Institute for the year beginning from 1st March, 2016 to 28th February, 2017 online with the help of the Application Software given in the website www.dibru.ac.in.

The relevant Guidelines for use of the prescribed proforma for the Online Annual Report Submission are given with this letter.

You are also requested to kindly furnish a Consolidated Report (with photograph preferably) on any outstanding / significant activity / performance / achievement of your esteemed Department / Centre of Studies / Institutes, which may be highlighted in the proposed edition of the Annual Report. The same may kindly be sent to binod@dibru.ac.in OR annualreport@dibru.ac.in.

The user id and password for opening the portal shall be sent by Mr. A. Adhayapak, Asst. System Analyst to your e-mail, you may also ask for the same at abhijit@dibru.ac.in or at 9435640176 (M).

In interest of the completion of the editing and compilation process within the stipulated date, I would like to request you to kindly submit the Annual Report of your esteemed Department/Centre of Studies/Institutes latest by 06.03.2017.

Enclosed: As stated.

Yours faithfully,

(Dr. B. C. Borah)

Deputy Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Registrar, Dibrugarh University.
3. The Director, College Development Council. Dibrugarh University.
4. The Programmer, Dibrugarh University.
5. The Asstt. System Analyst, Dibrugarh University.
6. File.

(Dr. B. C. Borah)

Deputy Registrar (Academic)
Dibrugarh University