OFFICE OF THE REGISTRAR  
(ADMINISTRATION SECTION-TEACHING)  
ALIGARH MUSLIM UNIVERSITY  
ALIGARH

Dated: 23.07.2016

OFFICE MEMO

In partial modification of this Office Memo No. Admin/LD/573/T dated 21.03.2013, the Vice Chancellor has approved the following:

1. The senior most Professor shall act as Principal of College in case office of the regular Principal falls vacant for reason of his/her illness or absence or any other cause. This shall be applicable to all colleges viz., J.N. Medical College, Dr. Z.A. Dental College, Z. H. College of Engineering & Technology, A.K. Tibbiya College & Women’s College.

2. The senior most Associate Professor, whosoever be available, shall act as Principal of University Polytechnic (Boys)/Women’s Polytechnic in case office of the regular Principal falls vacant for reason of his/her illness or absence or any other cause.

3. Appointment of Acting Chairman in the absence of regular Chairman due to his/her illness or some other reasons be made strictly as per Statute 8(1) read with Last Proviso of Clause 4 (c) of Chapter II of the Ordinances (Academic).

4. Delegation of his powers (in terms of Statute 44 of the Statutes of the University) pertaining to appointment of Acting Chairman to the Deans of the Faculties concerned up to a maximum of one month.

(Prof. Asfar Ali Khan)  
Registrar

No. Admin/LD/1846/T  
Dated: 23.07.2016

Copy to:

1. All Deans of the Faculties/DSW  
2. All Chairmen of the Departments of Studies  
3. All Principals of the Colleges/University Polytechnics  
4. All Deputy Registrars/Deputy Finance Officers  
5. Assistant Registrar, VC Secretariat  
6. P.S. to Registrar  
7. Guard File