BERHAMPUR UNIVERSITY
BHANJA BIHAR, BERHAMPUR-760007,(ODISHA)

No 3067(85)/Syndicate   Date. 21/4/2023

From

    The Registrar
    Berhampur University

To

1. The Chairman P.G. Council, Berhampur University
2. The Controller of Examinations, Berhampur University
3. The Comptroller of Finance, Berhampur university
4. All Officers, Berhampur University
5. All Directors of different Centers, Berhampur University
6. All Heads of P.G., Departments, Berhampur University
7. The Principal Lingaraj Law College, Berhampur
8. The Librarian(I/c), R.P. Padhi Library, Berhampur University
9. The Secretary Sports Council, Berhampur University
10. All Section Officers, Berhampur University

Sub: **Supply of information for preparation of Annual Report-2022.**

Sir,

    In inviting a reference to the subject cited above, I am to inform you that the Berhampur University has to prepare the Annual Report-2022 in order to present the same before the Meeting of the Syndicate of this University. In this regard, necessary information is required from your Departments/Sections for the period from 01.01.2022 to 31.12.2022. The prescribed format for the College is available in the University website (www.buodisha.edu.in) under "Download" Section.

    In this context, you are requested to submit the information in the prescribed format in both Hard Copy and Soft copy (through email "assistantregistrarbu@gmail.com") latest by 10.05.2023.

    This may be treated as **MOST URGENT**

Yours faithfully,

20·04·2023

Registrar

Memo No. 3068(3)/Syndicate   Date: 21/4/2023

Copy to:

1. The Secretary to the Vice-Chancellor, Berhampur university for information
2. P.A. to the Registrar, Berhampur University for information.
3. The Web Administrator, University web site, Department of Computer Science with a request to upload the prescribed format in the University website for information.(Format enclosed)

20·04·2023

Registrar

BERHAMPUR UNIVERSITY

BHANJA BIHAR, BERHAMPUR-760007,(ODISHA)

No __8069 (160)__/Syndicate   Date. __21/4/2023__

From

     The Registrar
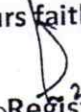   Berhampur University

To

     The Principals,
     All affiliated Colleges under Berhampur University

Sub: Supply of information for preparation of Annual Report-2022.

Sir,

     In inviting a reference to the subject cited above, I am to inform you that the Berhampur University has to prepare the Annual Report-2022 in order to present the same before the Meeting of the Syndicate of this University. In this regard, necessary information is required from your College/Institution for the period from 01.01.2022 to 31.12.2022. The prescribed format for the College is available in the University website (www.buodisha.edu.in) under "Download" Section.

     In this context, you are requested to submit the information in the prescribed format in both Hard Copy and Soft copy (through email "assistantregistrarbu@gmail.com") latest by 10.05.2023.

     This may be treated as **MOST URGENT**

<div align="right">

Yours faithfully,

20.04.2023

Registrar

Date: __21/4/2023__

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Memo No. __8070__ / Syndicate

Copy to:

1. The Secretary to the Vice-Chancellor, Berhampur university for information
2. P.A. to the Registrar, Berhampur University for information.
3. The Web Administrator, University web site, Department of Computer Science with a request to upload the prescribed format in the University website for information.(Format enclosed)

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20.04.2023

Registrar

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Template for submission of information for preparation of
ANNUAL REPORT
(1st January 2022 to 31st December 2022)
(TO BE SUBMITTED IN SOFT COPY AND HARD COPY)

Photograph of the Front Portion of the Building/Department/College taken with Teachers, Students and staff (HALF PAGE)

Sample

1. Department/College:

2. Year of Establishment:

3. Faculty Details:

Name	Designation	Qualification	Area of Expertise

4. Programmes Offered with Student Enrolment:

Class	Sanctioned strength	Enrolled Strength						Total
		Male			Female			
		S.C	S.T.	Gen	S.C	S.T.	Gen	

5. Special Papers Taught:

6. Examination Results

No. of candidates registered	No. of candidates appeared	Results		
		1st Class	2nd Class	Fail

7. Seminar / Conference / Workshop Refresher Courses organised by the Department during the year:

Date	Title/Theme	No. of Participants

8. Seminars/Conferences/Workshops/Refresher Courses attended by the faculty members during the year:

Name of the faculty member	Programme attended (National/International)	Venue and Duration	Title of the Paper Presented

9. Visitors to the Department/College:

10. Research Activities of Faculty Members:

Name	Details of Ongoing Projects/Completed Projects during the year	Publications	Ph.D./D.Litt. supervision

11. Research Fellows in the Department:

Name of the Scholar	Name of the Guide	Funding Agency	Topic/Project

12. Students Achievements:

(a) Academic

(b) Sports:

13. Other important information, if any:

Photograph (Mosaic) highlighting the activities
(curricular and extracurricular)
during the year under Report

Sample >