

UGC-HUMAN RESOURCE DEVELOPMENT CENTRE (UGC-HRDC)

Prof. Ashish S. Verma
Director (Addl. Charge)



Jadavpur University
Plot - 8, Block - LB, Sector - III,
Salt Lake City, Kolkata - 700 098

Date: August 12, 2015

To
The Registrar
Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya
Post Box No.16, Panchtila
Umri Village Arvi Road Wardha Mumbai
Maharashtra - 442 001

Sub: 6-days workshop on "University Management in 21st Century", from September 7-12, 2015.

Dear Sir / Madam,

UGC-HRDC at Jadavpur University, Kolkata is going to organize a **6-days training cum workshop** on "**University Management in 21st Century**", from **September 7-12, 2015**. This workshop is designed to apprise with new updates regarding successful management of University system to the officers of various academic institutions like Universities, etc.

During the course of this workshop various aspects of University administration will be discussed and deliberated viz. **University acts, University laws, Resource management, Capacity building, Time & Stress management, Team building, Communication skills, E-governance, etc.** We believe that this workshop could be able to address the queries and concerns of officers who are actively serving to the various stockholders of an University. We believe that this workshop would be helpful for the further advancement of the knowledge to those officers, who are working at various academic and non-academic departments of the University. Therefore, we solicit your support for the circulation of this information at your University as well as to encourage the officers of the University to apply and to attend the above mentioned workshop.

Interested candidate can visit our website (<http://www.jaduniv.edu.in>) and search for UGC-Human Resource Development Centre icon on the website to download the application form and submit the filled application form and duly forwarded by appropriate authority to **The Director, UGC-Human Resource Development Centre, Jadavpur University, Salt Lake Campus, Block-LB, Plot-8, Sector-III, Kolkata-700098**. You can also submit your application duly filled and forwarded by appropriate authority to the following e-mail address: **dir_hrhc@admin.jdvu.ac.in**. You can also submit application to Dr. Partha Pratim Lahiri at **jt_registrar_adm@admin.jdvu.ac.in**.

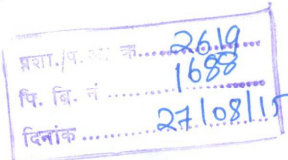
Please note that there is no registration fee to attend this workshop.

In case you need any other information please do not hesitate to contact us either by mail or by e-mail. We are also available on the following phone numbers: **(033) 2335 9349, 0869-797-7343**.

Hope to find your support.

Yours sincerely,

Ashish S. Verma
Pro-Vice-Chancellor



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27.8.2015
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