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CIRCULAR

Dean/Principal of all the colleges of NAU, Navsari

As you know, the convocation is scheduled on 03-01-2013, the Annual Report 2012-13 has to be prepared well in advance for releasing during the convocation. In this context, you are kindly requested to prepare the report of your institute and submit in hard copy to the undersigned and send the soft copy to adr_vet@nau.in on or before **30/10/2013**.

Further, you are requested to go through the Annual report 2011-12 and make necessary corrections to improve the quality of publication. All the events and information from 01-04-2012 to 31-03-2013 should be included i.e. Orientation programme, fresher's welcome, farewell / valedictory function, Educational tour, Annual day, ELP activities, seminar/conference/workshop/Refresher course/ shibir/camps organized, Awards(Teacher/Student), NET/JRF/any other scholarship, Placement,(Student only), Dignitaries visited, MoUs signed, Sample analyzed, training to farmers, infrastructure development, inaugurations, staff positions department wise (technical), retirements (technical & non technical), publications(faculty),research projects, practical manuals/study materials (department wise) developed etc .

You are requested to send additionally original JPG photographs to maintain the quality of publication.


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