



MOST URGENT

BERHAMPUR UNIVERSITY

No. 195 (851) Bhanja Bihar: BERHAMPUR-760007(GANJAM) ODISHA.
From: Acad-II(S&S)/BU/19 Date 7/1/19

The Registrar,
Berhampur University

To

1. The Chairman ,P.G. Council, Berhampur University
2. All Officer,Berhampur University
3. The Warden, P.G. Hostels ,Berhampur University
4. The Heads of all P.G. departments, Berhampur University.
5. The Directors,different Centres, Berhampur University
6. The Principal, Lingaraj Law College, Berhampur
7. The Headmaster, University Higher Secondary School, Bhanja Bihar.
8. The Programme Co-ordinator,NSS Bureau, Berhampur University
9. The Secretary,Sports Council,Berhampur University
10. The Librarian,R.P.Padhy Library, Berhampur University
11. The Employment Officer,University Employment information and Guidance Bureau,
Berhampur University
12. The Cultural Co-ordinator,University Choir and Orchestra, Berhampur University
13. The Co-Ordinator,Pre-Examination Coaching Centre, Berhampur university
14. The Research Co-Ordinator,,ESTC Cell, Berhampur University
15. Dr. Padmanava Samanta.,Stastics Cell, Department of Mathematics Berhampur University
16. All Section Officers, Berhampur University.

Sub: Supply of information for preparation of Annual Report 2018

Madam/Sir

I am to inform you that the University Office has to prepare the Annual Report of Berhampur University for the calendar year 2018 for presentation before the ensuing meeting of the Senate of the University. Information is required from your Department /Centre for the period from 01.01.2018 to 31.12.2018.

Hence you are requested to supply the necessary information in the prescribed format (enclosed) along with soft copy so as to reach the undersigned by 31. 01. 2019 positively.

The soft copy of the above may please be sent through email "deputyregistrar bu@gmail.com. latest by 31.01.2019.

This may be treated as MOST URGENT

Yours faithfully,

Encl: Prescribed format.

Memo No. 196 (3) Acad-II(S&S)/BU/19

Date 7/1/19

Copy to:

1. The Secretary to the Vice-Chancellor, Berhampur University for kind information
2. The P. A. to the Registrar, Berhampur University for kind information
3. Dr. S.N. Tripathy, Web Administrator, University Web site, Dept. of Computer Science, Berhampur University with a request to upload the prescribed format with enclosures in the University Website for wider information of all concerned

Registrar 7-1-19

ANNUAL REPORT-20

PROFORMA FOR P. G. DEPARTMENTS

1.1.20 - to 31.12.20

1. Name of the Department :
2. Year of Registration :
3. Name of the Head of the Department :
4. Student Enrolment :

Class	Sanctioned Strength	Enrolled Strength						Total
		Male			Female			
		S.C.	S.T.	Gen.	S.C.	S.T.	Gen.	
P. G. Part-I								
P. G. Part-II								
P. G. Part-III								
M. Phil.								
Diploma								

5. Faculty Members :

Name	Designation	Qualifications	Specialisation

6. No. of Books and Journals in the Department Library :

Books :

Journals :

7. Special Papers Taught in the year—20

8. Examination Results (P. G.) :

No. of candidates Registered	No. of candidates Appeared	Results		
		1st Class	2nd Class	Fail

9. Seminars/Conferences/Workshop/Refresher Courses organised by the Department during the year 20

Date	Title/Theme of the Seminar/Conference/Workshops/Refresher course	No. of Participants.

10. Seminars/Conferences/Workshops/Refresher Course attended by the Teaching Staff During the year 20 (Give details)

11. Research Activities during the year 20
 (a) Research Projects undertaken in the Deptt. : (Give Details).
 (b) No. of Ph. Ds. produced by teachers :

Name of the Teacher (Supervisor)	Name of the Candidate	Topic

(c) Research Fellows in the Department :

Name of the Fellow/Scholar	Name of the Guide	Funding Agency Collaborative	Topic/Projects

(d) Books/Papers published by teacher :
 (Give details, listing books and papers separately).

12. Other Important Matters (If any)

N.B. : Attach Annexure if space provided is not sufficient.