



**ASSAM UNIVERSITY**  
(A Central University)  
Silchar 788011  
Assam, India

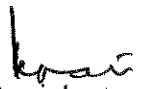
**असम विश्वविद्यालय**  
(एक केन्द्रीय विश्वविद्यालय)  
सिलचर 788011  
असम, भारत

### CIRCULAR

It is hereby notified for the information of all newly appointed non-teaching staff members that a two week **Induction Training Program** is scheduled for **18-22 August** and **25-29 August, 2025, during 14.00- 17.00 hours**. Additionally, interested Group "C" staffs members who have not attended a similar program organized by the university in the past may also participate in said training program, subject to the availability of seats.

All concerned staff members are requested to collect the necessary registration form from **Room No. #103** (Administrative Building) and the last date of submission of the registration form is **August 8, 2025[Friday]**. All newly inducted non-teaching staff (**Group-B & C**) must attend the said training.

No 104/07/2025-RECT/2746-54

  
Registrar  
28 July, 2025

Copy to:-

1. The Director, IQAC Assam University, Silchar.
2. The Chairperson and Members, Training Organising Committee.
3. The Finance Officer/Librarian in-Charge/COE/DCDC/ Assam University, Silchar.
4. The Dy Registrar Assam University, Diphu Campus for information and necessary action.
5. The Director, Computer Centre for information and necessary action for uploading the notice in the website.
6. All Officers, Assam University, Silchar for information and necessary action.
7. PS to VC for kind information of the Vice Chancellor.
8. The Section Officer (Estate) / Section Officer (Estt-I) for information and necessary action.
9. File

  
28.07.2025  
Assistant Registrar