



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


অসম বিশ্ববিদ্যালয়
(এক কেন্দ্রীয় বিশ্ববিদ্যালয়)
সিলচর ৭৮৮০১১
অসম, ভারত

CIRCULAR

It is hereby notified for the information of all non-teaching staff members at the level of SO, ASO, UDC, LDC, Library Assistant, Laboratory Assistant etc of this University, that a **6 (six) day Training Program** is scheduled tentatively during 8-13 September, 2025 on the '**Institutional Efficiency and Inclusive Service Delivery: A Capacity Building Training for non-teaching Staff**' under the Malaviya Mission Teacher Training Programm (MMTTP) initiated by the University Grants Commission, New Delhi. Additionally, interested Group "B" staff members' Technical, Ministerial and Secretarial category may also participate in said training program, subject to the availability of seats.

All concerned staff members are requested to submit registration form to the **Coordinator, Training Program** at the **Room No. #103** (Administrative Building) and the last date of submission of the registration form is **August 25th, 2025[Monday]**. All newly inducted non-teaching staffs (Group-B &C) are exempted from attending the said training, since a **mandatory ten days induction training** is being organized for them shortly.

No 104/8/2025-RECT / 2769-78


Registrar
August, 2025

Copy to:-

1. The Director/Dy Director MMTTP Assam University, Silchar.
2. The Director, IQAC Assam University, Silchar.
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) and necessary action for booking.
9. File

12 AUG 2025


Registrar



**ASSAM UNIVERSITY
SILCHAR-788011**

REGISTRATION FORM FOR THE MALAVIYA MISSION TEACHER TRAINING PROGRAMM (MMTTP)
UNDER AEIGES OF THE UNIVERSITY GRANTS COMMISSION, NEW DELHI

Title of the Program: **'Institutional Efficiency and Inclusive Service Delivery: A Capacity Building Training for Non-teaching Staff**

1	Name (in block letters)	
2	Date of Birth	
3	Date of Joining in University	
4	Educational Qualification	
5	Technical Qualification (if any)	
6	Any training program of IGot-Karmayogi attended : if yes, please state	
7	Mobile Number	
8	Email Id	

The information given above is true to the best of my knowledge and belief. I will attend all the sessions of the training program sincerely.

Signature of the applicant with date

Recommendations of the HoD/Head of the Deptt/Section

Sri/Smt/Dr.....is hereby recommended to participate in the in house Two week: Induction Training Programme and he /she will be relieved for the purpose of above mentioned training programme scheduled to be commenced from 18th August, 2025.

Signature with date & Seal