



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

असम विश्वविद्यालय
(एक केन्द्रीय विश्वविद्यालय)
शिलचर 788011
असम, भारत

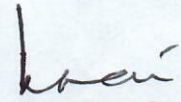
No 104/7/2025/RECT/ 3058
15th September, 2026

परिपत्र

सर्व संबंधित को सूचित किया जाता है कि सक्षम प्राधिकारी ने एमटीएस एवं समकक्ष संवर्ग के कर्मचारियों के लिए “कंप्यूटर बेसिक्स एण्ड डिजिटल स्किल” (Computer Basics & Digital Skills) विषय पर 5 दिवसीय क्षमता निर्माण कार्यशाला आयोजित करने की स्वीकृति प्रदान की है। उक्त कार्यशाला का आयोजन 21 से 25 सितंबर, 2026 तक इस विश्वविद्यालय के कंप्यूटर विज्ञान विभाग में किया जाएगा। सभी संबंधित प्रतिभागियों से अनुरोध है कि वे कार्यशाला स्थल के सम्मेलन कक्ष में 10:00 बजे अपराह्न तक अपनी उपस्थिति सुनिश्चित करें तथा इसके साथ संलग्न निर्धारित प्रपत्र को विधिवत भरकर अपने साथ लाएँ।

CIRCULAR

It is hereby notified for the information of all concerned that the competent authority has approved organizing a 5 Day Capacity Building Workshop on “Computer Basics & Digital Skills” for the MTS and Equivalent cadre. The workshop is scheduled to be held from 21-25 September, 2026, at the Computer Science Department of this University. All concerned participants are requested to be present in the conference room at the venue by 10:00 AM with the duly filled-in attached format.


Registrar/ कुलसचिव

Copy forwarded for information and necessary action to:-

1. The Pro-Vice Chancellor, Diphu Campus, Diphu.
2. The HoD, Computer Science Department.
3. The Finance Officer/COE/DCDC/Librarian Assam University, Silchar.
4. Director Computer Centre, AUS for uploading of the circular in the university website.
5. All Officers of the Silchar & Diphu Campus.
6. Secretary AUNTEA.
7. Section Officer (Estate)/Estate Officer.
8. PS to VC for information of the Vice Chancellor, AUS
9. File


Deputy Registrar/ उपकुलसचिव- 15.09.26



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“कंप्यूटर बेसिक्स एण्ड डिजिटल स्किल” पर एमटीएस एवं समकक्ष संवर्ग हेतु क्षमता निर्माण कार्यशाला में सहभागिता के लिए आवेदन प्रपत्र .APPLICATION FORM FOR PARTICIPATION IN THE CAPACITY BUILDING WORKSHOP ON “COMPUTER BASICS & DIGITAL SKILLS” FOR MTS & EQUIVALENTS.

Name:

Designation:

Department/Section:

Educational qualifications:

Date of Birth:

Date of Joining in Assam
University:

I undertake to attend all the sessions of the workshop regularly and punctually and shall remain present throughout the prescribed working hours on all five days. I further declare that I shall not avail of any leave or remain absent during the period of the Workshop.

I understand that full and uninterrupted participation is a prerequisite for successful completion of the workshop and issuance of the participation/completion certificate, as applicable.

प्रतिभागी का हस्ताक्षर/ Signature of Participant: _____

Date: _____

RECOMMENDATION OF THE CONTROLLING OFFICER

Certified that _____ Designation _____, Department/Section _____, is permitted to participate in the **Five-Day Capacity-Building Workshop** to be held from _____ to _____.

हस्ताक्षर/ Signature: _____

अधिकारी का मोहर/ Seal of the Officer: _____

Date: _____