



**KAVAYITRI BAHINABAI
CHAUDHARI NORTH
MAHARASHTRA UNIVERSITY,
JALGAON**

**Umavinagar, Jalgaon- 425 001
(Maharashtra) India.**

Manual 15

**Particulars of facilities available to citizens for
obtaining information**

**Right to Information Act, 2005
under [Section 4(1) (b) (xv)]**

Manual 15

Particulars of facilities available to citizens for obtaining information at North Maharashtra University, Jalgaon [Section 4(1)(b)(xv)]

S. No	Facility available	Nature of Information available	Working hours
1	2	3	4
1	Information Counter at Public Relation Officer	*Information of University offices and their working *Date of examinations *Date of results *Date of Convocation*Information of meetings *General Information about University Campus *University information brochure	14.00-16.30
2	Website www.nmu.ac.in	*Information of University courses, Departments, Bio-data of Hon'ble Vice Chancellor *Results of examination *Circulars of University *Application forms for recruitment *Tender Notices / Advertisement *News / Current happenings *Admission date	Available 24 hours
3	Knowledge Research Center	*Issue of Books *Periodicals *Research Journals *Reading room facility *Ph.D./M.phil thesis	10.00 to 13.15 14.00 to 17.15
4	Notice Board	*Circulars received from other University/ Institution *Recruitment advertisement *Admission Notices	14.00 to 16.30
5	Cash Counter	* All types of fees Collection from Colleges, RTI fees & others through SAP receipt & accounting in software. * Online fees verified with Banks & Reconciled * Advances settlement. *All cheques /DD, Cash deposited in Bank, cash withdrawal from Bank. *Payment of all types of cash vouchers, Advances, Students Hostel Deposit, Library Laboratory Caution Money Deposit etc.	10.30 a.m. to 1.30 a.m. 2.30 p.m. to 4.00 p.m.
6	Education Departments Administrative Centre	*Syllabus *Bonafide Certificates for Campus Students *Admission forms *Exam forms *Eligibility forms *Fee details *Scholarship forms	10.00 to 17.40

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