



NOTIFICATION

In the partial modification of this office Notification No. UOG/REG/AR-I/15/034 dated 19.05.2016; the Competent Authority (the Vice Chancellor) in exercise of the powers under Section 14(1) of the University of Gujrat Act IX of 2004, is pleased to approve the following eligibility criteria / rules regarding the grant of NOC to pursue higher studies with or without study leave effective immediately.

- i. Three years regular service shall be required for the grant of NOC under Evening Program at UOG or outside.
- ii. An employee on Study Leave shall be required to submit a surety bond on a stamp paper that he / she shall serve the University for 05 years after completion of PhD etc., where the study leave period exceeds 02 years, if the duration of the Study Leave is 02 year or less, the employee shall be required to submit a surety bond to serve the University for a period of 03 years, with guarantor outside the University.
 - In case of failure to serve the University for aforesaid specified period, he / she or guarantor shall pay the following amount to the University:
 - a) Rs. 5000,000/- (where the study leave period is 02 year or less)
 - b) Rs. 100,000,00/- (where the study leave period exceeds 02 years)
- iii. Two years regular service at UOG shall be required for grant of NOC under the Weekend Program, either at UOG (including FDP) or outside and employee shall be required to submit a surety bond on a stamp paper that he / she shall serve the University for 2.5 years after completion of PhD etc. and shall serve the University for a period of 1.5 year after the completion of MS / MPhil., with guarantor outside the University. In case of failure to serve the University for specified period he / she or guarantor shall pay the following amount to the University
 - a) Rs. 25,000,00/- (for MS / MPhil)
 - b) Rs. Rs. 50,000,00/- (for PhD etc.)
- iv. Only 15% of employees within a department shall be eligible for grant of NOC under Weekend Program / FDP (on the basis of seniority) and NOC issued for Weekend / FDP shall not be counted towards 25% of Study Leave quota of the department.

- v. NOC issued for Study Leave shall remain valid for a period 06 months from the date of issuance of the NOC to the employee and he / she shall provide the admission offer letter, proof of fee deposit along with any other document pertaining to admission within the stipulated period, otherwise the NOC shall be considered null and void and the next candidate in the order shall be considered, if eligible.
- vi. All such employees, who have been granted NOC prior to this policy, shall be bound to submit their admission offer letter, proof of fee deposit along with any other document pertaining to admission, within 06 months w.e.f. the date of this notification.
- vii. All such employees, who have been granted NOC for FDP / Weeked programs before 28.09.2016 shall submit undertaking bond as mentioned in clause (iii) above.
- viii. Terms and conditions of Study Leave shall be kept intact where applicable.
2. *This is issued with the approval of the Vice Chancellor, University of Gujrat.*


(DR TAHIR AQIL)
REGISTRAR

No. & Date Even:

A copy is forwarded for the information to:

- 1) All Deans / Directors, University of Gujrat
- 2) All Principals / Chairpersons, HoDs, University of Gujrat
- 3) The Treasurer, University of Gujrat
- 4) The Controller of Examinations, University of Gujrat
- 5) Deputy Registrar (E-II), University of Gujrat
- 6) The Resident Auditor, University of Gujrat
- 7) PSO to the Vice Chancellor, University of Gujrat
- 8) Personal Assistant to Registrar, University of Gujrat
- 9) Office File


1/14/16
Admin Officer (E-I)