

Office of the Dean (Study Centre)
Krishna Kanta Handiqui State Open University
Resham Nagar :: Khanapara :: Guwahati -22

Ref.: KKHSOU/D.Std.Centre Notification/45/2020/PT./12

15 June 2021

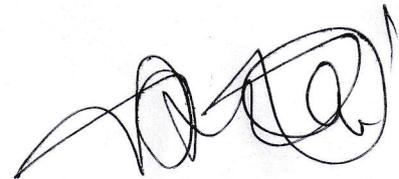
NOTIFICATION

This is for general information of all the Study Centres of the University that as per UGC Notification No. F. 1-1/2020(DEB- I) published in the Gazette of India dated September 4, 2020 all the Centres are required to keep certain record of the activities on the part of the Study Centres.

In view of the same, the Study Centres are to fill-up the attached format duly and submit to the undersigned on or before 30 June 2021.

Matter may kindly be treated as urgent.

This is issued with the approval of the Vice-Chancellor.



Dean (Study Centre)

Memo No. :.....

Format for Providing Information by KKHSOU Study Centres

1. Name of the Study Centre :
2. Centre Code :

3. Name of the Centre in-Charge :
4. Contact Details :

5. Name of the Coordinator :
6. Contact Details :

7. Record of Counselling Classes (course wise) held in the Centre from 1st September, 2020 to 31st May, 2021
 - A) Please furnish the attendance sheet of the learners)
 - B) Please furnish the name of the Counsellors along with contact number

Please fill-up the attached format

 - C) Details of Online Counselling (if any)

8. Record of Induction Programme arranged by the Centre:
(For the newly admitted learner during
1 September 2020 to 31 May 2021)
 - A) Please attach photographs
 - B) Please attach the list of participants with signature

Separate sheet may be furnished

9. Record of awareness programme or admission drive, if any, in the Centre or in nearby places conducted by the Study Centre (Please furnish photographs)

Separate sheet may be furnished

Signature & Seal

of the Coordinator

Date:

Counselling Record
(From September, 2020 to May, 2021)

Name of the Study Centre:
Centre Code:

Total Number of Counselling Held

Programme	In the month of September, 2020	In the month of October, 2020	In the month of November, 2020	In the month of December, 2020	In the month of January, 2021	In the month of February, 2021	In the month of March, 2021	In the month of April, 2021	In the month of May, 2021
Bachelor's Degree									
Master's Degree									
P.G. Diploma									
Diploma									
Certificate									

Signature of the Coordinator
Date: