

**UNIVERSITY OF MUMBAI**  
**DEPARTMENT OF ADULT AND CONTINUING EDUCATION AND EXTENSION**

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**CIRCULAR NO. 1-C**

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July 30, 2008

To,  
The Principals,  
Arts, Commerce and Science Colleges, Institutes &  
Colleges of Education in Extension,  
University of Mumbai,  
Mumbai

**Sub: - Additional First Term Training programme of the Department for the Extension Work Teachers & Student Managers to be held on August 21, 2008 at 11 a.m. to 3.30 p.m.**

Dear Principal,

This year the First Term Training programme had been successfully organized in Mumbai, Thane, Raigad, Ratanagiri, & Sindhudurg Districts from July 18 to 29, 2008. As a result, this year 80 colleges have already participated in the Extension Work Activities of the Department till date. Since many of the Teachers and the Student Managers could not attend the Training Program at any of the Centre, the Department would like to give one more opportunity to these Teachers and Student Managers.

Therefore, the Department has organized an **Additional** First Term Training Program at the Department **on Thursday, August 21, 2008 at 11 a.m. to 3.30 p.m.** for the Teachers and the Student Managers who were unable to attend the earlier program due to unavoidable circumstances. Those who have already participated in the earlier Training Program at any of the Centre in this year need not participate in this program.

Since this is a last opportunity, it is requested to send two Extension Work Teachers & Four Student Managers at the Department to participate in the program. **It be noted that, without the participation of the required number of Teachers and Student Managers in the Training, the concerned colleges are not allowed to participate in the Extension Work of the Department.** One Teacher and two Student Managers must participate in the training where the enrollment of the students in Extension Work is 50. Accordingly the number of participation of Teachers and Student Managers of each college in the training will increase in this ratio.

Enclosed herewith please find the Teachers & Student Managers Registration Form for Extension Work Training. **TA / DA will not be given by the Department.**

Kindly fill the form with requested details and send to the Dept. **before August 14, 2008.**

Thanking you,  
Yours faithfully

**Dr. Dilip S. Patil**  
**Director**