

University of Mumbai
Department of Lifelong Learning and Extension
Vidyapeeth Vidyarthi Bhavan, 'B' Road, Churchgate, Mumbai 400 020
Phone: (Dir.)- 22043478, (Telefax)-22813020 website: www.mudlle.ac.in

CIRCULAR NO. 4

DLLE/COLL/353 of 2010
October 18, 2010

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

Sub: - Submission of Necessary documents for Extension work till the end of First Term.

Dear Principal,

By now, First Term Training and visit of the Field Coordinator must have been completed at your college. Here are some more details to proceed further. **You are requested to submit the duly filled Annexure One to Six with immediate effect if not submitted yet failing which the college will be responsible for further circumstances as the due dates for the submission of the documents are already over.** It be noted that, the proforma for all the annexures are revised. So please do not follow the proforma of annexures as submitted in the last year for the submission at this year.

Given below is the list of annexure for your ready reference for the submission.

- | | |
|------------------|--|
| Annexure One - | Registration form for Teachers |
| Annexure Two - | Registration form for Student Managers |
| Annexure Three - | Student Registration List |
| Annexure Four - | Master Sheet |
| Annexure Five - | First Term <u>Training</u> Report |
| Annexure Six - | Field Visit Report |
| Annexure Seven - | First Term Report |

Only Annexure Seven should be submitted within fifteen days behind the closure of the first term.

All the **Revised Annexure** mentioned above are available on our website www.mudlle.ac.in. The proforma of Annexures Eight, Nine & Ten will be issued to you in the **Second Term Training Program which will be held tentatively on December 10th, 2010 for Thane & Mumbai districts (for the colleges located at Central, Western & Harbour Railway) and December 21st to 23rd, 2010 for colleges in Raigad, Ratnagiri & Sindhudurg districts.** Kindly arrange your college schedule as per these tentative dates.

Further, the original receipt from the University of Mumbai for the amount remitted by you for the participation charge of the students in extension work will be issued to your extension work teacher at the time of Second Term Training Program. Please log on to our website for further details & clarifications.

Thanking you,
Yours faithfully,

Dr. Dilip S. Patil
Professor & Director
www.mudlle.ac.in.

