

PANJAB UNIVERSITY CHANDIGARH
(Estd. Under the Panjab University Act III of 1947)

From:

The Assistant Registrar-II
Panjab University
Chandigarh

To

1. D.U.I.
2. D.S.W.
3. Secretary to Vice-Chancellor
4. The Chairperson/Director all Teaching Depts.
5. The Directors of P.U. Regional Centers

No.1881-1950 /ST/FC

Dated 13/09/2023

Subject:- Seeking clearance from Fee-Checking (Student Section)

Dear Sir/Madam

In continuation office of the Finance and Development officer Letter no 3587-3789/FDO dated 14.06.2019. (Copy Enclosed.) It has been observed that most of the departments give their final DMCs/Degrees without seeking clearance from the Fee Checking Branch (Student Section) to the students.

In this regard, you are again requested to take necessary action accordingly w.r.t. the above said circular at the earliest.

Yours faithfully


Assistant Registrar (Accounts-II)

13/9/23

PANJAB UNIVERSITY, CHANDIGARH
OFFICE OF THE FINANCE AND DEVELOPMENT OFFICER

No. 3587-3789 | FPO

Dated: 14-6-19

As you are aware that the Fee Checking Section of Accounts Department verifies and reconcile the fee deposited by the students of various departments in order to ensure due recovery of fee. In this process, the cases of fee defaults are being intimated to various departments for making necessary recovery under intimation to the Fee Checking Section.

It has been brought to the notice of the undersigned that despite due intimation of fee default cases to concerned departments, the students have been given their final DMCs and degrees without seeking clearance from the Fee Checking (Student) Section. Such kind of instances cause loss of revenue to the University.

Therefore, in order to avoid any such instance, all the Chairpersons/Coordinators of Centres/HoD/Directors of Regional Centres/Institutions are requested to seek the fee clearance report from the Fee Checking (Students')Section of Accounts Department. The contact details of concerned dealing official/Officers are given herebelow:

Sr. No.	Name	Designation	Intercom No.
1.	Mr. Rajinder Dua	Supdt.	0172-2534849
2.	Sh. Mohanbir Singh	Asstt. Registrar	0172-2534844


Finance & Development Officer

Circulate to:

1. All the Chairpersons/Coordinators of Centres/HoD/Directors of Regional Centres/Institutions
2. D.R.A.
3. A.R.A.-II for necessary compliance