

TEERTHANKER MAHAVEER UNIVERSITY

(Established under Govt. of U. P. Act No. 30, 2008)

Delhi Road, Moradabad (U.P)

E-Mail: jointregistrar@tmu.ac.in

Phone No.: 0591-2476813

Ref. : TMU/R.O./2024-25/Adm/073

Date: 20.11.2024

Circular

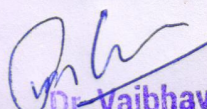
Subject: Use of Official Email and Contact number for Communication

This is to inform all concerned that, effective immediately, all email communication related to University/College/Department information, both within the University and externally, should be conducted exclusively through your official University email ID. Similarly, any telephonic communication should be made using the official phone number, if assigned to you.

Additionally, to ensure uniformity and professionalism, it is mandatory to include your official email ID and contact number as part of your email signature. The signature should include the following details:

- Your Name
- Your Designation and Affiliation
- Your Official Contact Number (if issued)
- www.tmu.ac.in

This is issued with the approval of Hon'ble Vice Chancellor.


Dr. Vaibhav Rastogi
(Dr. Vaibhav Rastogi)
Joint Registrar
Teerthanker Mahaveer University
Moradabad

Copy to:-

1. OSD to Hon'ble Chancellor for info. Please
2. P.S. to Hon'ble Chancellor for info. Please
3. P.S. to Hon'ble Group Vice Chairman for info. Please
4. Hon'ble Executive Director
5. Director (Administration)
6. Registrar
7. Director- Governance (Dental & Allied Health Sciences)
8. Director HR
9. Director (Accounts)
10. Director (Admissions)
11. Chief Warden
12. Chief Proctor
13. Finance Officer
14. Jt. Registrar (Alumni Relations)
15. Jt. Registrar (Administration)
16. Jt. Director (Security, Students Welfare & Admin.)
17. Jt. Director (TMU Entrance Test)
18. General Manager (IT)
19. Assistant Registrar (Registration & Migration)
20. Head (Social Media & Digital Marketing, ERP)
21. Head (Media)
22. Manager (Media)
23. Manager (Payroll)
24. Manager (Transport)
25. Hostel Warden(s)
26. Guard File

II

1. Hon'ble Vice Chancellor
2. Dean (Academics)
3. Controller of Examinations
4. Deans/ Principals/ HoDs
5. Dean Students' Welfare
6. Director (IQAC)
7. Director (CTLD)
8. Associate Dean (R&D)
9. Associate Dean (Academics)
10. Associate Dean (Ph.D. Cell)
11. University Librarian
12. Joint Director (CRC)