

**No. APD/ 280/27/of 2012**

**Mumbai- 400 032.**

**21<sup>st</sup> November, 2012**

**Sub : Vice Chancellor's Scheme for " Book Bank"  
during the financial year 2012-2013**

**CIRCULAR :-**

The Directors/Heads of the University Department/Centre and The Principals of affiliated Colleges (Except Medical Colleges, Institutions) are hereby informed that as per the Vice-Chancellor's Scheme for "Book Bank" (Build your own Library) a provision has been made in University budget to provide "Book Bank" facility to the Teachers for purchase of book/s to meet 50% cost of the books but not exceeding Rs. **500/-**.

Teachers from University departments and affiliated colleges in all faculties (Except Medical Colleges) are eligible to avail this facility during the current financial year 2012-2013 and can send their applications through the Heads of University Department / the Principals of Colleges to the APD Section, Room No. 132, University of Mumbai, Fort, Mumbai – 400 032, so as to reach the **Section on or before 20<sup>th</sup> March,2013**.

The applications should be accompanied by:

- 1. List of books purchased (The cost of the books should be about Rs. 1,000/- only).**
- 2. The original receipt or Cash Memo of book/s purchased.**
- 3. A certificate from the concerned Head of the University Department/ Center/ Principal of the College stating that the applicant is a confirmed member of teaching staff in the Department / College / Centre (Please submit a copy of the University approval letter) and that he / she has purchased the book/s for personal library during the current financial year.**
- 4. Purchased Bills/Cash Memo should be certified by the Principal of the College/ Head of the University Department.**

You are requested to bring this Circular to the notice of members of teaching staff of your Department / College.

Mumbai – 400 032,

Date :- **21<sup>st</sup> November , 2012**

Sd/-  
for Registrar

***Note : Those teachers who are not submitting a copy of the University approval letter, their proposal will not be considered.***

