

**UNIVERSITY OF MUMBAI**  
**No. APD/ 280/43/of 2013**  
**Mumbai- 400 032.**  
**21<sup>st</sup> February, 2013**

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

**CIRCULAR : -**

The Directors of Institutes/ Heads of the University Departments/Centre and The Principals of affiliated Colleges 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 who wish to avail this facility during the current financial year 2012-2013 could send their applications through the Heads of University Department / Principals of Colleges to The Registrar, University of Mumbai, Fort, Mumbai – 400 032, so as to reach **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 teaching staff in the Department / College / Centre (a copy of the University approval of appointment to be attached) 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.

They are, requested to bring this Circular to the notice of members of teaching staff of their Department / College / Centre.

Mumbai – 400 032,

Date :- 21<sup>st</sup> **February, 2013**

for Registrar

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