

**Most Urgent/Time Bound**  
**Personal Attention**  
**Vidhan Sabha Matter**

Himachal Pradesh University, Shimla-5  
Public Relations Office

No. 1-28/03-HPU/PRO: -

Dated: -17.01.2014

To

1. All the Chairmen/Chairpersons  
H.P. University Teaching Departments,  
Summer Hill, Shimla-5.
2. All the Directors/ Principals  
Govt./Pvt. Colleges/Sanskrit Colleges/  
Institutions/Centers, affiliated to/maintained  
by the H.P. University, Shimla-5

Subject: - Annual Report of the University for the Year-2012-13  
Supply of Information (**from 1.7.2012 to 30.06.2013**).

Sir/Madam,

The Academic Session- 2012-2013 (**1.7.2012 to 30.06.2013**) is over and now the University is working on the preparation of the Annual Report and bring it out well in time, so that it could be placed before the State Legislative Assemble as per the requirement of Section-37 of the University Act.

You are, therefore, requested to send the requisite information strictly as per the improvised proforma attached herewith so as to reach the Office of the undersigned latest by **20.02.2014 (20th February, 2014)** positively. The report should be sent duly computed/typed on the basis of the enclosed proforma and every columns of the proforma must be answered in detail. Please send a **C.D.** alongwith a hard-copy of the same. It will be appreciated if the information is supplied in Hindi language also. The report may also be sent on **E.mail: prohpu@gmail.com**.

Kindly attach the matter your personal attention and ensure that needful be done by the requisite date so that we could be able to stand by our commitment to bring the Annual Report out well in time.

**(NB:- Printed copy of College/Institutions Annual Report/Annual Prize Distribution function will be rejected straightway).**

**Encl/ Proforma.**

Yours faithfully,

Sd/-  
(Dr.Ranvir Verma)  
Public Relations Officer  
H.P. University, Shimla.

Endst.No.Even  
Copy to:-

Dated: - 17.01.2014

1. The Director, Higher Education Govt. of H.P. Shimla for kind information.
2. The Dean of Studies, H.P. University, Shimla-5 for kind information.
3. The S.P.S. to Vice-Chancellor/ Registrar HPU Shimla for kind information.

Sd/-  
Public Relations Officer.