



**OFFICE OF THE REGISTRAR : GAUHATI UNIVERSITY  
GUWAHATI-781014**

Ref. No.GU/Pub. Sec./AR-15-16/2016/1687-2037

Date 1.7.2016

From : Jnanendra Kr. Mahanta  
Statistician,  
Gauhati University

To The Principal,  
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Sub.: **Information from the College for G.U. Annual Report for the  
period from April,2015 to March,2016.**

Sir/Madam,

I am directed to inform you that the Annual Report of the University for the period **April,2015 to March,2016** is going to be prepared containing full information of its Academic Departments and Affiliated Colleges. The draft report will be placed in the G.U. Court Meeting to be held in the month of December,2016 for approval.

You are aware that the GU Annual Report is an important document of the University to be utilised by the Academic Departments, UGC, Ministry of Human Resource Development, Govt. of India, NGOs and the various Departments of the Government of Assam.

So, I would like to request you kindly to take necessary action for providing information in the form of soft copy (CD/Pen drive) along with hard copy of your college as per proforma to be downloaded from the GU Website [www.gauhati.ac.in](http://www.gauhati.ac.in) and be submitted to the Statistician, Gauhati University, Administrative Building, Guwahati-781014 and must reach on or before **1st September, 2016**.

Please note that the soft copy must be submitted in the MS Word format and not in PDF or other.

Soft copy may also be mailed to the E-mail: [gauhatiuniversityannualreport@gmail.com](mailto:gauhatiuniversityannualreport@gmail.com)

Looking forward for early response.

Thanking you,

Yours faithfully,

Sd/-  
Statistician,  
Gauhati University