

S.N.D.T. Women's University

1, Nathibai Thackersey Road,
New Marine Lines, Churchgate,
MUMBAI - 400 020.

Phone : + 91 22 2203 1879
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A- Grade (CGPA 3.08)

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग, न्यु मरिन लाईन्स,
चर्चगेट, मुंबई - ४०० ०२०.

Telegram : UNIWOMEN
Website : sndt.ac.in

Ref. Affi /Circular /2024-25/1769

Dated : 10.09.2024

CIRCULAR :

To,

Principals / In-charge Principal of Aided and Affiliated colleges of University for information and implementation

Subject: Appointment of Full-Time Principal within Six Months

As per the directives of the Academic Council and in accordance with the guidelines set forth by the University Act, all affiliated colleges are hereby directed to appoint a **full-time principal** within a span of six months from the issuance of this circular.

The appointment of a full-time principal is crucial for the smooth functioning of the institution and to ensure adherence to the academic standards set by the university. All colleges must initiate the process immediately and ensure compliance within the stipulated time frame.

Guidelines for Appointment:

1. Adherence to 7th Pay GR & Government Notifications:

The appointment process must strictly follow the guidelines stated in the **7th Pay Commission Government Resolution (GR)** and subsequent **government notifications** circulated from time to time. All colleges must ensure they are in compliance with these regulations when appointing a principal.

2. University Process for Appointment:

Colleges are also required to follow the appointment process as circulated by the university, is available on the **university website** (sndt.ac.in) under affiliation folder. (please refer circulars)

3. Mandatory University Approval:

It is mandatory to obtain **approval from the university** for the appointed principal. No appointment shall be considered valid without formal approval from the university authorities.

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Initiate the Recruitment Process:

Colleges should follow the prescribed recruitment procedures, including issuing advertisements, forming selection committees, and conducting interviews in accordance with the guidelines.

Submit a Report:

A report regarding the recruitment process, detailing the steps taken to appoint a full-time principal, should be submitted to the University within six months from the date of this circular.

Failure to comply with this directive will result in **disciplinary action** as per the guidelines laid out in the **Maharashtra Public University Act 2016**, such actions may include penalties, withdrawal of affiliation, or other measures deemed appropriate by the university authorities.

We expect full cooperation from all affiliated colleges to uphold the academic integrity and leadership standards essential for the development of educational institutions.

For any additional assistance in this matter you may contact affiliation section on 022 22091577 during office hours except Lunch break.

NOTE : The college principal is hereby directed to ensure that this circular is brought to the immediate notice of the college trustees.

Yours sincerely,

Godh. 10/09/2024
Dr. Himmat Jadhav
Dean, Faculty of Science and Technology
Affiliation Section (Addl. Charge)

CC : Shri Nilesh Kasale, Web Designer - To upload the circular on University Website under the Affiliation Folder .