



OSMANIA UNIVERSITY
HYDERABAD - 500 007

No.MR- 197 /132/2026/Adm.I-1.

Date: 20.04.2026

C I R C U L A R

Sub: OSMANIA UNIVERSITY – Attending academic activities outside the University – Obtaining prior permission from the University – Circular – Reg

Ref: University Circular No. MR: 23/132/2025/Adm.I-1, dated 22.01.2025

Faculty Members of the University are being invited for various academic activities from various institutions both National and International. Accordingly, the faculty members are seeking permission for attending academic activities and availing Duty Leaves from the University.

In this connection, a circular dt. 22.01.2025 was issued and requested all the faculty members to obtain prior permission from the University (i.e., at least 3 days in advance) before attending academic activities and for availing Duty Leave. In case, if prior permission of the University is not obtained before attending the academic activities, the absence of the faculty member shall be treated as Casual Leave / Leave at their Credit / Loss of Pay.

Hence, all the faculty members, once again informed to obtain prior permission from the University (i.e., at least 3 days) in advance before attending academic activities and for availing Duty Leaves. All the applications must be submitted well in advance along with a proper invitation and should be routed through proper channel along with alternative teaching and other administrative arrangements if any.


REGISTRAR

To:

1. All the Dean of the Faculties, O.U.
2. All the Principals of Campus & Constituent Colleges, O.U.
3. All the Heads of the Departments, O.U.
4. All the Administrative Officers, O.U.

Copy to:

1. The Public Relations Officers, O.U.
2. The Secretary to V.C., O.U.
3. The P.A. to the Registrar / O.S.D. to V.C., O.U.

The Director, Directorate of ITEC, Server room, Admn. Building, Os