

**OFFICE OF DEAN OF UNIVERSITY INSTRUCTION
PANJAB UNIVERSITY, CHANDIGARH**

Ref No 6177/02/05
Dated 19.10.2023

CIRCULAR

All Chairpersons/Directors/Coordinators of PU teaching Departments/Institutes/Centres are requested to prepare lists of those students who reside in University hostels, giving the following information and submit the same to the office of the Dean Student Welfare **latest by 30th October 2023**:

1. Name of Student
2. Name of Hostel, Block and Room number
3. Phone Number of the Student
4. Phone number of parents/guardians/next of kin
5. Full Residential address of parents/guardians/next of kin.

It is further requested that this information be regularly updated.



Dean of University Instruction

1. Director Computer Centre for circulation
2. Dean Student Welfare to ensure that all hostel wardens and receptionists must have the updated list.