



No.F.TU/REG/G-Admin./05/2015/Vol-IX

Date: 17th April, 2026


NOTIFICATION

This is to notify for the information of all concerned that all remuneration bills of Guest Faculties, duly forwarded by the respective Head of the Department of Tripura University, shall be submitted along with the following documents:

1. Photocopy of the latest appointment memo of the concerned Guest Faculty
2. Approved class routine
3. Students' attendance register for the relevant period for which remuneration is claimed

Incomplete submissions shall not be entertained and will be liable for rejection or delay in processing.

All concerned are requested to ensure strict compliance with the above.


(Prof. Samir Kumar Sil)
Registrar (i/c)

Copy to:

1. The Dean, Faculty of _____, Tripura University
2. The Head/Head (i/c)/Coordinator, Department /Centre of _____, Tripura University
3. The Finance Officer, Tripura University
4. P.S. to the Vice-Chancellor, Tripura University for kind information of the Hon'ble Vice-Chancellor