

Most Urgent /Time Bound

From

Director General Higher Education Haryana,
Shiksha Sadan, Sector-5, Panchkula.

To

The Principals,
All the Govt. Colleges of Haryana.

Memo No. 8/36-16 NPE (2)

Dated: Panchkula the 11.8.2020

Subject:- To expedite the process for making the passport of the students of final year students of UG/PG classes (2019-20) of Govt. Colleges of Haryana.

In this connection, it is stated that it has been decided by the State Govt. that the Passport is to be provided to all the students of UG/PG final year (2019-20) of the Colleges in Haryana. For this purpose the process of submission of online application will be completed at the college level by the Nodal Officer, for which the Nodal Officers have already been trained by the Passport authorities and the PPT of training has been shared with all of them.

The process of submission of online application of passports of subject cited students has to be started from 13th August, 2020 positively in all the Govt. Colleges of Haryana. This process has already started in the Govt. Colleges of District Panchkula and Ambala from 4th August, 2020. A schedule for each college is there on the passport link of MIS portal which the college can view and accordingly students (20 per day) have to be called in the college campus in different time slots maintaining all precautions required in the pandemic situation. Once the online application process of passport including the payment of passport fee online is completed, the ARN (Application Reference No.) has to be uploaded on the MIS portal daily by the Nodal Officers. It has to be ensured that students attend the interview at the concerned office/POPSKs on scheduled date & time.

I have been further directed to inform you that the expenditure of passport fee may ^{be} met out from the R.K. Fund of the college. Thereafter the total bills may be sent to the head office and the grant will be sanctioned for the same amount from the department and the amount used from R.K. fund be recouped accordingly.



Joint Director NPE
for Director General Higher Education,
Haryana, Panchkula

