



हेमवती नन्दन बहुगुणा गढ़वाल विश्वविद्यालय
Hemvati Nandan Bahuguna Garhwal University
श्रीनगर गढ़वाल (उत्तराखण्ड)-246174
Srinagar Garhwal (Uttarakhand) - 246174
(केन्द्रीय विश्वविद्यालय)
(A Central University)

पत्रांक : हे.न.ब.ग.वि.वि. / आर.ओ. / 2022 / 50

दिनांक : 03 / 02 / 2022

OFFICE ORDER (50 /2022)


Amid the unprecedented challenges presented by the COVID-19 pandemic, the need to reduce reliance on courier mail/speed post and printed academic records is even more critical. Processing and posting physical academic documents involves manpower and time consuming and it is easier to process the applicant's files electronically and transmit the same as it is much easier and less time consuming for the benefit of the students.

Accordingly, to speed up the transmission of academic documents verification and provide an environmental-friendly solution, the University has decided that verification of students' academic documents may be sent to WES and other verifying agencies, after due scrutiny from the records in a multipage PDF along with the Reference Number through the following authorised email IDs.

- i. For conventional Courses : confmain@hnbgu.ac.in
- ii. For professional Courses : confprof@hnbgu.ac.in

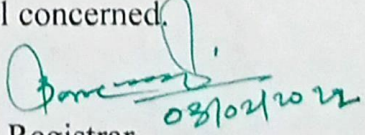
The Section Officer/In-Charge of the Confidential (Main) and Confidential (Professional) are hereby authorised to send the required documents to the verifying agency (not to share with the students), ensuring due scrutiny from the records, through the above email, and by post, if needed. The PDF should contain all the documents related to academic verification. For any errors, the concerned Section Officer/Assistant Registrar will be held responsible.

This issues with the approval of the Competent Authority.


Registrar 03/02/2022

Copy for information and necessary action to:-

1. Section Officers/In-Charge, Confidential Section (Main/Professional).
2. Pro Vice Chancellor for kind information.
3. All Deans/HoDs.
4. DSW/Proctor/Chief Hostel Warden/Librarian.
5. Campus Director (Tehri/Pauri/Chauras)/Director IQAC/FDC
6. Finance Officer/Controller of Examination.
7. Joint Registrar/All Deputy Registrar/All Assistant Registrar.
8. Coordinator Data Processing Centre/e-Governance Cell.
9. System Manager for uploading on the University Website for all concerned.
10. Guard file.


Registrar 03/02/2022