

**MAHARSHI DAYANAND UNIVERSITY,  
ROHTAK**

(A State University established under Haryana Act No. XXV of 1975)  
'A' Grade University Accredited by NAAC

No.CB-5/2015/.....

Dated.....

To

The All the Directors/ Principals of the Institutes/Colleges,  
Affiliated to M.D.University, Rohtak.

Sub: Correspondence on behalf of the institution affiliated with the University.

Sir/Madam,

It has been observed that letters from the colleges / institutes having affiliation with the University are frequently received from the President or the Secretary of the Society or the Trust running the institutions. After granting affiliation, the Principal/Director of the is the only authorized person to make correspondence with the University on behalf of the institution affiliated with the University. The practice of sending letters signed by the Management may be stopped forthwith and correspondence, if any, be made only by the Principal / Director of the institution. Letters received from the Management side on behalf of institution shall not be entertained.

Yours faithfully,

Incharge (Colleges)  
For D.C.D.C

No.CB-5/2015/

9851

Dated: 10.3.2015

Copy of the above is forwarded to the Director, University Computer Centre,  
M.D.University, Rohtak with the request to upload the above letter on University  
website immediately.

Incharge (Colleges)  
For D.C.D.C.

✓  
11/3/15

12/3

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