

F. No. 34- 2/2017-CU./CU.CDN
Government of India
Ministry of Human Resource Development
Department of Higher Education
Shastri Bhawan, New Delhi

Dated: 15.6.2017

To,

The Vice-Chancellors of all the Central Universities..

Subject: - Procedure for submission of the Statement of Purpose (SoP) before and after the foreign visit.

Sir/Madam,

I am directed to refer to this Ministry's OM No. 19-13/2010-Desk(U) dated 6th October, 2010 regarding instructions on foreign visits of the Vice Chancellors of Central Universities.

2. The HRM has desired that all the officers of MHRD and Heads of autonomous bodies should follow the procedure of submitting the Statement of Purpose (SoP) before and after their foreign visit. The template of the SoP is given below:

Part-I Presentation before the foreign visit:

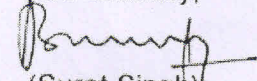
- Slide 1: (i) Details of events, (ii) Main Theme
- Slide 2: (i) Issues, (ii) Proposals
- Slide 3: (i) Our Stand, (ii) Our Role
- Slide 4: Any other special point(s)

Part-II Presentation after the foreign visit:

- Slide 1: Conclusions and decisions,
- Slide 2: Role played by India,
- Slide 3: Take away for India
- Slide 4: (i) Any other important observation(s), (ii) What is next?

3. It is requested that all the Vice Chancellors of Central Universities should follow the above procedure of submitting the SoP before and after their foreign visits. The Vice Chancellors may ensure that Part I of the SoP is submitted 15 days before commencement of the visit and Part-II of the SoP within 15 days after the completion of the visit.

Yours faithfully,


(Surat Singh)

Deputy Secretary to the Govt. of India

Tel: 23381695

Copy for information to Secretary, UGC


16/6/17

SO/Aien
Put up from concerned
file, pls.

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