



# MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. 25 of 1975)

NAAC Accredited A+ Grade

*Ucc 2521*  
*14/11/25*

No.CB-V(b)/ATR/2025/

Dated: \_\_\_\_\_

The Director/Principal,  
All the Colleges/Institutes  
affiliated with M.D. University, Rohtak.

Sub:- Regarding submission of Teachers' Return

Sir/Madam,

In the meeting of the Committee held under the convenership of the worthy Vice-Chancellor on 06.10.2025 it was decided that the Teachers' Return Proforma (on prescribed format) should be submitted by affiliated colleges two times at the commencement of each semester i.e. upto 31<sup>st</sup> July and 31<sup>st</sup> January every year.

Accordingly, you are requested to submit the Teachers' Return Proforma (on prescribed format) two times in an academic year at the commencement of each semester i.e. upto 31<sup>st</sup> July and 31<sup>st</sup> January every year.

Yours Sincerely

Encls:- Proforma for submission of Teachers' Return.

Superintendent (Colleges)  
For Dean, College Dev. Council

Endst. No. CB-V(b)/ATR/2025/ 15543 Dated 13-11-25

✓ Copy of the above is forwarded to the Director, U.C.C., M.D.U. Rohtak with the request to upload the same on the University Website without any delay.

*Deepak Kumar*  
Superintendent (Colleges) *13/11/25*  
For Dean, College Dev. Council

*G. S. Sharma*  
*14/11/25*

*S/P*

*CO, UCC*

*14/11/25*

# PROFORMA FOR SUBMISSION OF TEACHERS' RETURN

| Sr. No | Name of Staff member | Father's Name | Aadhar Number | Gender | Mobile No. | Post held (with subject, if any) | Date of Birth | Highest Qualifications | Date of Joining on the present post | Appointment through duly constituted Committee (Yes/No) | Eligibility conditions fulfilled (Yes/No) | Approval of the selection proceedings (Yes/No) if yes, provide No. & Date of approval letter | Individual approval of the appointment (Yes/No) if Yes, provide No. and Date of approval letter |
|--------|----------------------|---------------|---------------|--------|------------|----------------------------------|---------------|------------------------|-------------------------------------|---------------------------------------------------------|-------------------------------------------|----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 1      | 2                    | 3             | 4             | 5      | 6          | 7                                | 8             | 9                      | 10                                  | 11                                                      | 12                                        | 13                                                                                           | 14                                                                                              |
|        |                      |               |               |        |            |                                  |               |                        |                                     |                                                         |                                           |                                                                                              |                                                                                                 |

*Ken*  
13/11/2015