



## Rajasthan University Library

Jaipur – 302 055 Phone: 0141 – 270 7866

No. LB/C/2015 /

Date:

The Registrar,  
University of Rajasthan.  
JAIPUR

**Sub: Dues outstanding against the P.G. students and issuing of online examination admission cards to the students.**

Sir,

This is in reference to our earlier letters dated 24/05/13, 14/08/13, 03/03/14, 12/05/14, 17/05/14, & 09/06/14, 14/07/14.(copies enclosed)

The University is issuing online examination admission cards to the students who will appear in the University Examination.


As it has been conveyed earlier vide above referred letters that the various categories of students who are members of Central Library are getting books issued from the Library for their study. The students are bound to obtain 'No Dues' from the Central Library prior to the commencement of their examinations. However, it has been noticed that due to issuance of on-line examination admission cards, the students are not obtaining 'No Dues' Certificate from the Central Library. Consequently, the books of Central Library are outstanding against them. To avoid this situation, it is again humbly requested and suggested:

1. To ensure the returning of books by the students, it is requested that they must obtain 'No Dues' certificate from the Central Library before issuing the examination admission card. The Heads of the teaching departments may be requested to ensure that the students must obtain 'No Dues' from the Central Library before the examinations, if they have not already obtained the same. It may be considered that every HoD has been provided the list of students to whom books were issued but are still outstanding because they have not obtained 'No Dues' from the Library.

2. The Controller of Examination may please be asked to withhold mark sheet / degree until the student get 'No Dues' Certificate from the Central Library.
3. Need not to add that Library provided the list of P.G. Student against whom books of the Central Library are due for the year 2013-14 and the list was provided before the commencement of the examination. The copy was also forwarded to the A.S to the Hon'ble Vice Chancellor, the Registrar and the Controller Examination, UOR. However there are still a number of students who have appeared in the Examination without obtaining 'No Dues' Certificate from the Central Library. (List of students of 2013 - 2014 having dues is enclosed)
4. Therefore, to avoid the above situation, the list of students against whom dues are outstanding for 2014-15 may be provided by Library to the Director, Infonet Centre, prior to the commencement of examination so that online admission cards are not issued to such students.

Looking forward for your help for recovery of outstanding dues against the students.

Yours Faithfully

  
**Director**

Encl:

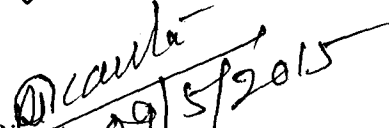
1. List of students of session 2013 – 2014 having dues.
2. Copies of previous letters.

No. LB/C/2015/ 271 - 301

Date: 9 / 5 / 15

Copy to:-

1. The A.S. to the Vice Chancellor, UOR.
2. The Controller of Examination, UOR.
3. All HoDs, UOR.
- ✓ 4. Director, Infonet Centre, UOR

  
**Director** 09/5/2015

CENTRAL LIBRARY  
UNIVERSITY OF RAJASTHAN, JAIPUR

No. LB/C/2013/

Date:

The Registrar,  
University of Rajasthan,  
JAIPUR

Sub: Issuing of online examination admission cards to the students.

Sir,

It has come to our knowledge that the University is issuing online examination admission cards to the students.

The various categories of students are issued books from the Library and consequently the students are bound to obtain 'No Dues' from the Central Library prior to their examination. However, by issuing on-line examination admission cards, the students will not be bound to obtain 'No Dues' Certificate from the Central Library, resulting in great loss of books to the Central Library because of outstanding dues. To avoid this dire situation, it is suggested that :-

1. The HoDs may be asked to strictly warn the students to obtain 'No Dues' from the Central Library before the examination, if they have not already obtained the same. This is possible because every HoD has been provided the list of students against whom books are still outstanding.
2. The Controller of Examination may be asked to withhold marksheet / degree until the student does not provide 'No Dues' Certificate from the Central Library. (List enclosed)
3. In case, this system of on-line admission cards is continued in the next session, the list of students with outstanding dues, may be provided to the Infonet Centre prior to the commencement of examination so that online admission cards are not issued to such students.

Looking forward to your cooperation, assurance and expeditious of this procedure.

Regards,

(Sangeeta Sharma)  
Director

Encl: List of students.

No. LB/C/2013/ 722-754

Date: 24/5/13

Copy to:-

1. The Controller of Examinations, UOR.
2. All HoDs, UOR.
3. PS to VC.

Director



## Rajasthan University Library

Jaipur – 302 055 Phone: 0141 – 270 7866

No. LB/C/2013/1419

Date: 19/8/13

The Registrar,  
University of Rajasthan,  
Jaipur.

Sub: - 'No Dues' of P.G. & 'Pre M.Phil / Ph.D Course Work' students.

Sir,

This is in continuation of our following letters:

1. No. LB/C/2013/ 643-676 dated 14/05/13 (Appendix-I) wherein we have requested all the Heads of Departments to not to issue Examination Admission Cards without obtaining 'No Dues Certificate' from the Central Library.
2. No. LB/C/2013/610 – 641 dated – 14/05/13 (Appendix-II), wherein a list of defaulter P.G. students was sent to the respective Head of the Department, however the dues are still outstanding.
3. No. LB/C/2013/722 – 754 dated 24/05/13 (Appendix-III), wherein it was informed to the Registrar that by issuing online Admission Cards, the students will not be bound to obtain 'No Dues Certificate' from the Central Library, resulting in great loss of books from the Library because of outstanding dues. Copy of the letter along with the dues list was also sent to the P.S. to the Vice Chancellor and the Controller of Examinations.
4. No. LB/C/2013/734-56 dated 28/05/13, (Appendix-IV) wherein the respective Head of the Department was sent the list of 'Pre M.Phil / Ph.D Course Work' student members of the Central Library who were requested to obtain 'No Dues' from the Central Library before appearing for the University Examination. However a number of students have yet not taken 'No Dues' from the Central Library before appearing for the University Examination. Copy of this letter was also sent to the P.S. to the Vice Chancellor, UOR and the Controller of Examinations, UOR.
5. The Controller of Examinations has shown his inability to withhold the Marks Sheets / Degrees / Diplomas as they are issued by the Head of the Department to the students ( copy of the note sheet enclosed). (Appendix-V).
6. As Controller of Examinations has shown his inability to withhold Marks Sheets / Degrees / Diplomas of the defaulter students, a letter no. LB/93/2013/857 - 58 dated 08/06/13 (Appendix-V) was sent to the Registrar along with a copy to the P.S. to the V.C. giving reference to the Resolution No. 4(iv) of the Library Committee meeting held on June 9<sup>th</sup>, 10<sup>th</sup> and 16<sup>th</sup>, 2000.

"A reminder be sent to the Controller of Examination to withhold Degrees / Diplomas of the students against whom books of the Library are still outstanding".

7. No. LB/C/2013/1054 – 72 Dated 16/07/2013 (Appendix – VI) wherein the heads of the Departments were asked to not to issue mark sheets to the pre M.Phil / Ph.D course work students who have not obtained 'No Dues' from the Central Library.

Now this is to inform you that the '**Pre M.Phil / Ph.D Course Work**' students are issued books from the Central Library as are being issued to the P G students of the University. Consequently, these students are bound to take 'No Dues' from the Central Library prior to their examination, as per rule 8 (iii) 'a', of Central Library, "all members of the University Library in the **category v & vi, (Rule 2)** will be required to obtain a Clearance Certificate from the Library before taking a University examination or terminating connection with the University....."

However, it may be noted that all the departments are not holding the '**Pre M.Phil / Ph.D Course Work**' examination in their respective departments at the same time. Thus there is no information regarding these examinations in the Central Library. Therefore, a number of students are appearing for their examination without taking 'No Dues' Under such circumstances, the probability of outstanding dues tends to increase.

Therefore, it is suggested that:-

- (1) The Heads of the Departments may be asked to strictly warn the students to obtain 'No Dues' from the Central Library before the examination, if they have not already obtained the same. This is possible because every HoD has been provided the list of students against whom books are still outstanding.
- (2) The Controller of Examination may be asked to withhold mark sheet / degree until the student does not provide 'No Dues, Certificate from the Central Library. (list enclosed)


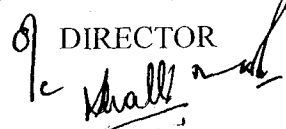
However, the C E has expressed his inability to withhold the mark sheets (Appendix – V) of the students, as the result Mark Sheets / Degrees / Diplomas are issued to the students by the respective teaching Departments.

The dues are still outstanding against the students of P.G. & Pre M.Phil / Pre Ph.D students. Therefore, you are requested that respective Head of Departments may kindly be asked to not to issue Mark Sheets / Degrees / Diplomas unless the student obtains a 'No Dues' certificate from the Library.

Thanking you,

Yours faithfully,

Encl: Department wise <sup>dues</sup> list of students (as on 5/8/2013)  
of P.G. & Pre M.Phil / Ph.D Course Work for 2012 -13

  
DIRECTOR  


No. LB/C/2013 / 1390 -1418

Date: 14/8/13

Copy for information to:-

1. The Vice-Chancellor, UOR., Jaipur
2. The Controller of Examination, UOR, Jaipur.
3. The Head of the Departments, UOR, Jaipur.

  
DIRECTOR  
9/c  
Khalla ..

**CENTRAL LIBRARY  
UNIVERSITY OF RAJASTHAN, JAIPUR**

No: LB/C/2014 /3699

Dated: 3/3/14

The Registrar,  
University of Rajasthan,  
Jaipur.

Subject: Issuing of online examination admission cards to the students.

Sir,

This is in reference to our earlier letters No.LB/C/2013 / 722-754 dated 24/5/13 & LB/C/2013/1419 dated 14/8/13 on the subject cited above. (photocopy enclosed).

Kindly intimate the action taken in this regard as dues are still outstanding against the students of P.G & Pre. M.Phil / Pre. Ph.D students. Moreover, the time to issue online examination admission card is again due for the session 2013-14 shortly and to avoid further dues of defaulter students, you are requested to kindly ask the Controller of Examinations and the respective Head of the Department to kindly not allow any student to appear in the examination if 'No Dues' are not obtained from the Central Library.

The Controller of Examinations and the Heads of the Departments may be asked strictly not to allow the students to appear in the examination until they obtain a 'no dues' certificate from the Central Library. This is possible, because Controller of Examinations and HoDs are provided the list of students against whom books are still outstanding, before the commencement of the examination.

Therefore, it is suggested that the PG students shall not be issued admission letters unless the students obtain a 'No dues' certificate from the Central Library.

Yours faithfully,

  
DIRECTOR

ans  
24/4/14

**CENTRAL LIBRARY  
UNIVERSITY OF RAJASTHAN, JAIPUR**

No: LB/C/2014 / 308

Dated: 12/5/14

REMINDER

The Registrar,  
University of Rajasthan,  
Jaipur.

Subject: Issuing of online examination admission cards to the students.

Sir,


This is in reference to our earlier letters No.LB/C/2013 / 722-754 dated 24/5/13 & LB/C/2013/1419 dated 14/8/13 and letter No. LB/C/2014/3699 dated 3.3.2014 on the subject cited above. (photocopy enclosed).

Kindly intimate the action taken in this regard as dues are still outstanding against the students of P.G & Pre. M.Phil / Pre. Ph.D students. Moreover, the time to issue online examination admission card is again due for the session 2013-14 shortly and to avoid further dues of defaulter students, you are requested to kindly ask the Controller of Examinations and the respective Head of the Department to kindly not allow any student to appear in the examination if 'No Dues' are not obtained from the Central Library.

The Controller of Examinations and the Heads of the Departments may be asked strictly not to allow the students to appear in the examination until they obtain a 'no dues' certificate from the Central Library. This is possible, because Controller of Examinations and HoDs are provided the list of students against whom books are still outstanding, before the commencement of the examination.

Therefore, it is suggested that the PG<sup>d/E</sup> students <sup>should</sup> ~~shall~~ not be issued admission letters unless the students obtain a 'No dues' certificate from the Central Library.

Yours faithfully,

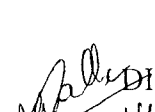
  
DIRECTOR  
12/5/14

No: LB/C/2014 / 309- 310

Dated: 12/5/14

Copy for information and necessary action to:-

1. The Controller of Examinations, UOR.
2. P.S. to Vice-Chancellor, UOR.

  
DIRECTOR  
12/5/14





# Rajasthan University Library

Jaipur – 302 055 Phone: 0141 – 270 7866

O/C

No. LB/C/2014/ 338 - 367

Date: 17/5/2014

To

The Head,  
Department of All Dep'ts.  
University of Rajasthan, JAIPUR.

**Sub: Students to obtain 'No Dues' Certificate before appearing in the Examination.**

Dear Sir / Madam,

This in reference to our letter no.LB/C/2014/269 – 304 Dated – 12/05/2014 regarding obtaining 'No Dues' certificate by the P.G. students who are members of the library.

As per rule 8 (iii) 'a', of Central Library, "all members of the University Library in the category v & vi, (Rule 2) will be required to obtain a Clearance Certificate from the Library before taking a University examination or terminating connection with the University....."

Therefore, the students (as per enclosed list of your department) who have obtained Central Library membership are required to obtain **No Dues** from Central Library before appearing for the University examinations. Rest of the students (session 2013-14) of your department who have not obtained Central Library membership do not require 'No Dues' from Central Library.

The University authorities are issuing online admission cards to the P.G. students for the forthcoming examination. In this regard you are requested to ensure that the students, who are members of the Library, obtain 'No Dues' certificate from the Central Library before appearing for the examination.

It is again highlighted that the list of the P.G. students against whom books are still due has already been provided to your department via above mentioned letter.

Thanking you,

Yours faithfully,

No. LB/C/2014/ 368 - 67

Date: 17/5/14

DIRECTOR

Copy for information to:-

1. The A.S. to the Vice-Chancellor, UOR.
2. The Controller of Examinations, U.O.R.

Registrar

DIRECTOR



# Rajasthan University Library

Jaipur – 302 055 Phone: 0141 – 270 7866

O/C

NO. LB/C/2014 / 457-485

Date: 9/6/14

The Head,  
Department of Arts & Science Deptt.  
University of Rajasthan, JAIPUR.

Sub: P.G. students to obtain 'No Dues' Certificate.

Dear Sir / Madam,

This in reference to our letter no. LB/C/2014/269 – 304 Dated – 12/05/2014 & letter no. LB/C/2014/338-367 Dated 17/05/2014 regarding obtaining 'No Dues' certificate of the P.G. students who are members of the library.

The University P.G. Examination has been started. We could not understand as to how the students have been allowed to appear in the examination when they have not obtained 'No Dues' certificate from the central library.

It is again highlighted that the list of the P.G. students against whom books are due has already been provided to your department via above mentioned letter.

Thanking you,

Yours faithfully,

DIRECTOR

NO. LB/C/2014 / 486 – 488

Date: 9/6/2014

Copy for information to:-

The P.S. to the Vice-Chancellor, U.O.R..

The Registrar, U.O.R.

Controller of Examination, U.O.R. .

DIRECTOR

O/C



**RAJASTHAN UNIVERSITY  
LIBRARY, JAIPUR**

No. LB/C/2014/673

Dated-14/7/14

The Controller Examination,  
University of Rajasthan,  
Jaipur.

Subject: To Clear the Central Library 'Dues' of defaulter students

Dear Sir,

This is in reference to our earlier letters dated 14/8/13; 3/314; 12/5/14; 17/5/14;  
& 9/6/14

Though the list of P.G Students against whom books of the Central Library are due, was provided before the commencement of the examination to the HODs, the P.S to the Vice Chancellor, the Registrar & the Controller Examination, UOR, there are still a number of students who have appeared in the Examination without obtaining 'No Dues' Certificate from the Central Library.

Therefore, you are requested to kindly withhold the Marksheet/degree until the students provide his/her 'No Dues' Certificate from the Central library, to avoid a great loss of books of the Central Library because of outstanding dues.

Regards

*o/c*  
DIRECTOR

- Encl: 1. List of Defaulter Students  
2. Copies of previous letters

No.LB/C/2014/ 674 - 703

Date: 14/7/14

Copy to:-

1. The P.S to the Vice Chancellor, UOR.
2. The Registrar, UOR.
3. All the HOD'S UOR.

*o/c*  
DIRECTOR  
RAJASTHAN UNIVERSITY LIBRARY  
JAIPUR  
12/7/14