

संस्कृतमहाविद्यालयविश्वविद्यालयः

१, बङ्किमचटर्जीस्ट्रीट, कोलकाता- ७०००७३

[२०१५ तमस्य वर्षस्य अधिनियम XXXIII द्वारा स्थापितम्; पश्चिमबङ्ग
सर्वकारस्य अधिसूचना सं १८७-एल, दिनाङ्क- १९.०२.२०१६]



The Sanskrit College
and University

SANSKRIT TOLS

The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata 700073

[Established by the Act XXXIII of 2015; Vide WB Govt.

Notification No 187-L, Dated- 19.02.2016]

Memo No: SCU/SECY(SANS.TOLS)/147/2025/0010

Dated: 22.07.2025

Notice

Sub: Cut off date(28.07.2025) for submission of April- July, 2025 status report

All the Secretaries/ Pradhan Adhyapakas of the concerned TOLs to submit the monthly status report in the prescribed format (copy enclosed) to the undersigned within 28.07.2025 for further processing.

This may kindly be treated as most urgent.


Secretary,

Sanskrit TOLS

The Sanskrit College and University.

*Documents to be sent through Email: secretarytol.scuwb@gmail.com

or Hard copy to the concerned office.



The Sanskrit College and University
Office of the Sanskrit TOLs
Monthly Status Report

Monthly return for claim of D.A. for the Pandits / Servants for D.A. getting TOLs for the month of.....2025

1. Name of the Chatuspathi:
2. Address of the Chatuspathi:
3. Contact Number:
4. Email id:
5. Date of establishment of the Chatuspathi:
6. Whether Chatuspathi building rented or own house:
7. No. of students of the Chatuspathi:
8. No. of average attendance of the students:
9. Working hours:
10. Particulars of the Adhayapakas / Servant's:

Sl. No.	Name	Designation	Qualification	Date of Birth	Date of Retirement	Signature	Remarks

I do hereby declare that the information stated above are true to the best of my knowledge and belief.

- Please enclose the attendance sheet of Adhyapakas, Servants and Students.
- Please enclose the previous approval copy.

Signature of the Secretary
Sanskrit TOLs
The Sanskrit College and University

Verified by any teacher member
of the managing committee.

Signature of the Secretary/Pradhan Adhayapaka
With seal and date