

To,  
The Principal,  
----- College,  
-----

**Subject: - Refresher Programme in the faculty of Commerce...**

Sir,

The Refresher Programme in the faculty of Commerce is scheduled from 3<sup>rd</sup> October 2011 to 23<sup>rd</sup> October 2011 in the Department of Commerce and Research Centre, University of Pune, Pune 411007.

You are requested to give wide publicity to this circular and encourage the faculty members to complete the academic requirements and the regulations governing the service conditions laid down by the University Grants Commission.

The details regarding the above programme are displayed on the website of the Academic Staff College, University of Pune, which are as follows:-

- ❖ [www.ascpune.net](http://www.ascpune.net)
- ❖ [sachin@ascpune.net](mailto:sachin@ascpune.net)
- ❖ [yojana@ascpune.net](mailto:yojana@ascpune.net)

With regards,

Dr. S.S.Kaptan

Enclosure:-

- Copy of the application form.

To,  
The Director,  
Board of College and University Development,  
----- University.  
-----

**Subject: - Refresher Programme in the faculty of Commerce...**

Sir,

I am pleased to inform you that the Academic Staff College, University of Pune is organizing a Refresher Programme in the faculty of Commerce for academic excellence of eligible teachers in the faculty of commerce.

The details regarding the above programme are displayed on the website of the Academic Staff College, University of Pune, which are as follows:-

- ❖ [www.ascpune.net](http://www.ascpune.net)
- ❖ [sachin@ascpune.net](mailto:sachin@ascpune.net)
- ❖ [yojana@ascpune.net](mailto:yojana@ascpune.net)

A copy of application blank is enclosed herewith.

I request you to inform the above Refresher Programme to the Principals of Commerce colleges affiliated to your University.

Kindly give wide publicity to this circular and oblige.

With regards,

Dr. S.S.Kaptan

Enclosure:-

- Copy of the application form.

To,  
The Vice - Chancellor,  
----- University.  
-----

**Subject: - Refresher Programme in the faculty of Commerce...**

Respected Sir,

I am pleased to inform you that the Academic Staff College, University of Pune is organizing a Refresher Programme in the faculty of Commerce for academic excellence of eligible teachers in the faculty of commerce.

The details regarding the above programme are displayed on the website of the Academic Staff College, University of Pune, which are as follows:-

- ❖ [www.ascpune.net](http://www.ascpune.net)
- ❖ [sachin@ascpune.net](mailto:sachin@ascpune.net)
- ❖ [yojana@ascpune.net](mailto:yojana@ascpune.net)

A copy of application blank is enclosed herewith.

I request you to inform the above Refresher Programme to the Principals of Commerce colleges affiliated to your University.

Kindly give wide publicity to this circular and oblige.

With regards,

Dr. S.S.Kaptan

Enclosure:-

- Copy of the application form.



**UNIVERSITY OF PUNE**

**DEPARTMENT OF COMMERCE & RESEARCH CENTRE**

**Dr. Sanjay S. Kaptan**

M.Com., Ph. D

**Head**

**Phone: 020 – 25601312**

New Class room Complex Bldg.

Ganeshkhind, University of Pune

**Pune – 411007.**

**email : drcrc@unipune.ernet.in**

---

DCRC/ /11

Date: 18/07/2011

To,

Incharge CINS,

University of Pune,

Pune – 411 007.

**Sub: - Circular regarding refresher course in the faculty of commerce.**

Sir,

Please find enclosed with this letter a circular regarding refresher course in the faculty of commerce to held at Department of Commerce Research Centre at University of Pune, Pune – 411 007.

Kindly send the same to all the colleges in the vicinity of University of Pune for further necessary action.

Thanking you.

Dr. S. S. Kaptan

Head