



தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்

TAMILNADU TEACHERS EDUCATION UNIVERSITY

(Established under Tamil Nadu Act 33 of 2008)

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REGISTRAR

To

The Principals
of all Affiliated Colleges.

Sir/Madam,

Sub: Opening of an e-mail account in the exclusive name of the college – to facilitate University to send all official communications, circulars by e-mail – reg.

You may be aware that the entire administrative missionary in changing fast towards paper free administration – e-governance.

The University has 650 affiliated colleges and has to send communications, letters, etc., of administrative and academic importance by using postal missionary which involves a lot of manpower and paper work besides non-receipt of communication by the college which is also reported at times.

In order to facilitate the colleges to receive all the communications in time and to ensure speedy and unfailing receipt of all the communications, letters, etc., the colleges are advised to open an e-mail address exclusively in the name of the college to be opened and viewed by the Principal/other authorized person by the management, as a routine procedure.

This may be given top priority and the e-mail address may be sent **on or before 05.07.2010**. It is emphasized that the University shall henceforth send all its communications, letters, etc., by e-mail only.

The University will not take any responsibility in respect of the colleges failing to open e-mail addresses.

Yours faithfully,

REGISTRAR