



**VIDYASAGAR UNIVERSITY**  
**OFFICE OF THE FINANCE OFFICER**  
**MIDNAPUR – 721 102, WEST BENGAL**

Ref. No.:- VU/FO/1255/2025

Dated- 17/02/2025

**CIRCULAR**

**Sub: - Budget Meeting**

A meeting with all HODs/Coordinators/In-charges (both academic and administrative) is to be convened on **07.03.2025** at **11.00 a.m.** in the Committee Room II of the Administrative Building to discuss on the preparation of the University Budget Estimate 2025-2026 and Revised Estimates 2024-2025. Hon'ble Vice Chancellor will preside over the meeting. All are requested to attend the meeting in time.

With Regards,

Sd/-

**Finance Officer**

**Copy forwarded to-**

1. Deans of the Faculty concerned,
2. All HODs/Co-coordinators/In-charges (both academic and administrative) - for necessary action,
- ✓ 3. Senior Information Scientist- for uploading in the University website,
4. Secretary to the VC- for kind information to the Hon'ble VC.

  
**Finance Officer**  
**Finance Officer,**  
**VIDYASAGAR UNIVERSITY**  
**Midnapore**