



Ref. No. Notice/Reg/Misc/26/02/00000021

Date: 26/02/2026

Notice

This is to inform all concerned that with immediate effect, every Saturday will be treated as compulsory working day for all members of the **School of Legal Studies**,

All weekly off days are to be rescheduled between Monday and Friday and daily class routines are to be rescheduled (if required) accordingly, in consultation with the Advisor, School of Legal Studies, the Dean, School of Legal Studies and the Coordinator, School of Legal Studies.

This notice bears the approval from the higher authority.

Registrar,
Swami Vivekananda University,
Barrackpore, West Bengal.

Copy to:

- ✓ 1. Office of the Vice Chancellor *26/02/2026*
2. Office of the Chief Operating Officer *27/02/26*
3. Office of the Controller of Examinations *27/02/26*
4. Office of the Chief Finance Officer *28.02.26*
- ✓ 5. Office of the Deputy Registrar *ADL*
- ✓ 6. Office of the Assistant Registrar (HR) *ADL*
- ✓ 7. Office of the Assistant Registrar (Records & Registration) *SB*
- ✓ 8. Office of the Assistant Registrar (Students' Affairs) *Najrin Islam 27/02/2026*
9. Office of the Advisor, School of Legal Studies *27/02/25*
10. Office of the Dean, School of Legal Studies *27/02/26*
- ✓ 11. Office of the Coordinator, School of Legal Studies

Received by
Lamiya Sultana