



**ISLAMIC UNIVERSITY OF SCIENCE & TECHNOLOGY
AWANTIPORA, KASHMIR**

Directorate of Internal Quality Assurance

CIRCULAR

Sub: Deputation of Staff Member for Collection and Distribution of Mentoring Diaries for the Batch of 2025.

It is hereby notified for the information of all concerned Heads/ Incharges and Coordinators that one staff member from your department/centre is to be deputed to collect the mentoring diaries from the office of the DIQA. These diaries are intended for distribution among the students of the 2025 batch.

All concerned are requested to ensure that the designated staff member collects the diaries from the office of the DIQA between **22-10-2025** and **31-10-2025** to facilitate their timely distribution among the students.

Moreover, a charge of Rs. 50 per booklet shall be levied on each student and shall be added to their fee account.

Note: This Circular will be available on the University website and shall not be circulated physically.




Dr. Peer Bilal Ahmad
Director, DIQA

Copy to:

- Dean Academic Affairs for kind information
- All Deans for kind information
- Finance Officer for kind information and necessary action
- All Directors/Heads/ I/C's/Coordinators for information and necessary action
- Special Secretary to Vice Chancellor for kind information of the Hon'ble Vice Chancellor
- PR Cell with the request to upload this circular on the University website.
- P. A. to Registrar for information of the Registrar.
- File