

हम अलग हैं, हम ALARD हैं,

By Email

Out. No.: AUP/RO/Adm. notice/2025-26/ 13

Date: 09/09/25

NOTICE

In accordance with the directives issued by the competent authority, this is to inform all concerned that the admission process for the different academic programs offered by Alard University, Pune for the academic year 2025-26 stands officially closed as of **15th September 2025**. No further applications, admissions or seat allotments shall be entertained beyond the above-mentioned date.

Sr. No.	Activity	Deadline
1.	Final Date for Admission in all the Schools	15 th September 2025
2.	Final Date for Admission for School of Pharmacy	Will be communicated with separate notice
3.	Last Date for Fee Payment	15 th September 2025
4.	Submission of Admission Records	30 th September 2025

All the departments and concern offices are requested to update their records accordingly and ensure compliance.

Issued with the approval of the Hon. Vice Chancellor.


Registrar (I/C)

Alard University, Pune

Copy for kind information to,

- 1) Hon. Chancellor, Alard University, Pune
- 2) Hon. Vice Chancellor, Alard University, Pune
- 3) Hon. Executive Director, Alard University, Pune

Copy to,

- 1) University Admission Committee for recording and ensuring that no further admissions are processed.
- 2) All the Deans for information.



हम अलग हैं, हम ALARD हैं,

By Email

Out No.: AUP/RO/Cir./Diwali Vacation/2025-26/ 21

Date: 26/09/2025

CIRCULAR

This is to inform all staff members and students at Alard University, Pune that the University will remain closed for **Diwali vacation from Saturday, 18th October 2025 to Saturday, 25th October 2025**. The vacation applies to all schools, departments and administrative offices of the University. The University will resume regular academic and administrative activities from Monday, 27th October 2025 onwards.

All the concerned are requested to plan their schedules accordingly and ensure that pending academic or administrative responsibilities are managed prior to the commencement of the vacation.

By Order



Registrar (I/C)
Alard University, Pune

Copy to,

1. Office of Vice Chancellor
2. Deans of all Schools and Faculties
3. Heads of Departments
4. Controller of Examinations
5. HR office
6. Chief Warden – Hostels
7. Librarian
8. Accounts Office
9. IT Services / Website Administrator



हम अलग हैं, हम ALARD हैं,

By Email

Out. No.: AUP/RO/Notice/2025-26/ 22

Date: 29/09/2025

NOTICE

This is to inform all staff and students at Alard University, Pune that the university working hours will be rescheduled on **Tuesday, 30th September 2025**, in view of the **Dandia Night celebration** organized on the occasion of **Navaratri**. The revised working hours for the day will be **01:00 PM to 09:00 PM**. All academic and administrative activities will follow this adjusted schedule. Everyone is requested to make necessary arrangements and cooperate accordingly.

We look forward to your enthusiastic participation in the festivities!

By Order



Registrar (I/C)

Alard University, Pune



Copy to,

- Vice Chancellor Office
- Dean (Academic) & Dean (All Schools)
- Heads of Departments (All Faculties)
- Controller of Examinations
- Librarian
- Director of Student Welfare
- Event Coordinator (Navaratri Celebrations)
- Administrative Office
- Security Office
- Hostel Wardens

हम अलग हैं, हम ALARD हैं,

By Email

Out No.: AUP/RO/Notice/2025-26/ 25

Date: 01/10/2025

NOTICE

This is to inform all faculty and staff that the university authorities have approved a revision in the policy concerning the following administrative processes with immediate effect.

1) Leave Approval Process: All leave applications submitted by university/school employees must follow the revised approval protocol. Detailed guidelines regarding the updated process are attached separately and must be adhered to without exception.

2) Monthly Biometric Attendance Reports: The verification and review of monthly biometric attendance reports for all departments and schools will now be conducted under the revised framework. Departments are required to ensure timely submission and compliance with the updated verification standards.

These changes have been implemented to enhance transparency, accountability and operational efficiency across the university. All the concerned are requested to disseminate this information to their respective teams and ensure strict compliance.



Registrar (I/C)
Alard University, Pune

Encl. Guidelines regarding updated leave approval process and monthly biometric attendance reports verification standards

Copy to,

1. Hon. Vice Chancellor for record and reference
2. All the Deans under Alard University, Pune for ensuring dissemination within their respective faculties
3. The Heads of Departments for departmental compliance
4. The Controller of Examinations for aligning leave records with academic schedules
5. The Finance Officer for payroll and leave encashment implications
6. The IT Department for biometric system monitoring and report generation
7. The HR Department for ensuring clarity, compliance and accountability

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By Email

Out. No.: AUP/RO/Notice/2025-26/ 27

Date: 01/10/2025

NOTICE

This is to inform all staff, faculty and students that the university will remain closed on **Thursday, 02 October 2025**, on account of **Dasara (Dussehra)**. All academic and administrative activities will resume as per the regular schedule from **Friday, 03 October 2025**.

We wish everyone a joyful and safe celebration.

By Order of the Vice Chancellor



Registrar (I/C)
Alard University, Pune



Copy to,

- Vice Chancellor Office
- Dean (Academic) & Dean (All Schools)
- Heads of Departments (All Faculties)
- Controller of Examinations
- Librarian
- Director of Student Welfare
- Administrative Office
- Security Office
- Hostel Wardens