

ANNAMALAI UNIVERSITY
(Accredited with "A+" Grade by NAAC)

E3/2026

Date: 09.09.2026

CIRCULAR

Sub: **Festival Advance – DEEPAVALI 2026**

Ref: 1) G.O.Ms.No.103, dated 5th May 2025

2) Orders of the Vice-chancellor Committee dated 14.02.2026

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It is informed that the University Employees are eligible to draw Festival Advance of **Rs.20,000/- (Rupees Twenty thousand only)** for Deepavali 2026 provided **they have not drawn any other Festival Advance during the Calendar year 2026 – 2027.**

The Festival Advance will be recovered in 10 equal installments commencing from the month of DECEMBER 2026 salary for Deepavali

THIS ADVANCE WILL NOT BE ADMISSIBLE TO AN EMPLOYEE WHO IS UNDER SUSPENSION.

Those who are willing to avail Festival Advance for Deepavali 2026 – 2027 application form can be downloaded from the University Website <http://www.annamalaiuniversity.ac.in> from **15.09.2026 (Wednesday)** under **Staff Portal Icon** and the filled application may be handover to the **E-section, Administrative Office on or before 16.10.2026 (Friday) for Deepavali.** The applications received after the due date will be rejected.

To:

1. All the Head of Department of study
2. All the Officers in the University
3. Centre for Distance and Online Education – 20 copies
with a request to forwards this circular to all Learner Support Centres
4. The Special Officer Cum Dean, Government Medical College – 20 copies
5. The Medical Superintendent, Government Medical College & Hospital – 25 copies
6. The Dean, Government Dental College & Hospital – 10 copies
7. The Principal, Government College of Nursing – 5 copies
8. The Controller of Examinations, Annamalai University
9. The Convener, Warden's Council
10. All the Wardens of Hostels
11. The Director, Annamalai Digital Information Centre → with a request to upload in our Website
12. The Public Relations Officer
13. All the Section Officers


Registrar i/c

09/09/2026 09/09/2026

with a request
to Circulate this
circular among the
members of Staff
working under their
control

Copy to:

1. The Joint Registrar
2. The Finance Officer / D.F.O./A.F.O.-I/A.F.O.-II
3. The P.S. to Vice-chancellor
4. The P.A. to Registrar

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APPLICATION FOR SANCTION OF FESTIVAL ADVANCE
RAMZAN / DEEPAVALI / CHRISTMAS / PONGAL 2026-2027

1	Token Number	:	
2	Name, Designation & Department (in Block Letters)	:	
3	Festival Advance Amount Requested	:	Rs.20,000/-
4	Name of the Festival to be Celebrated	:	
5	Whether previous Festival Advance has been completely repaid	:	Yes/No
6	Cell No./Phone No.	:	

Certified that the particulars furnished above are correct.

ADVANCE RECEIPT

Received from the Registrar, Annamalai University a sum of Rs.20,000/- (Rupees Twenty thousand only) towards Festival Advance.

Date:

Signature of the Applicant

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