



संत लौंगोवाल अभियांत्रिकी एवं प्रौद्योगिकी संस्थान

(शिक्षा मंत्रालय, भारत सरकार के अधीन सम विश्वविद्यालय)

लौंगोवाल, जिला-संगरूर, पंजाब - 148106

Sant Longowal Institute of Engineering & Technology

(Deemed-to-be-University Under Ministry of Education, Government of India)

Longowal, District Sangrur, Panjab - 148106

सं/Ref.No.SLIET/Admn/A1/2026-27/696

दिनांक/Date: 29.06.26

OFFICE ORDER

Subject: Permission for Foreign Visits by the funded Deemed-to-be-Universities- reg.

With reference to Letter No. 12-17/2025-U.3(A) dated 14.11.2025 (**copy enclosed**) received from Under Secretary, Govt. of India, MoE, D/o Higher Education, U.3 (A) Section vide which MoE has directed the Institute that the following procedure shall be strictly adhered to with immediate effect, in case of foreign visits by the Vice-Chancellors of Ministry of Education (MoE)'s owned/controlled/funded IDTBUs:-

- i) All proposals for foreign visits by the vice-Chancellor of the funded Deemed-to-be-Universities, whether for academic conferences, signing of MoUs, collaborative meetings, lectures, personal visits, or any other engagement, shall be submitted to the Ministry of Education, well in advance with full details of the programmes, duration, funding source, and relevance to institutional objectives (in case of official visit) or purpose of travel (in case of personal visits), in the prescribed Proforma attached at Annexure. Such visits shall be undertaken only after obtaining prior approval of the Ministry of Education, Govt. of India.
- ii) In case of official foreign visit, a detail tour report shall be submitted by the Vice-Chancellor of such IDTBUs, to the Ministry within three weeks from the date of return.
- iii) The Vice-Chancellor of such IDTBUs are requested to ensure strict compliance with the above instructions.

This bears the approval of competent authority dated 25.06.2026.


Registrar

Copy to :-

01. Director's Cell for information and record please.
02. Associate Dean (ERP/Samarth and ACSS) for uploading on Institute Website.

"Proud to be Part of Team SLIET"

लौंगोवाल जिला-संगरूर -148106 (पंजाब), भारत, दूरभाष सं: +91-1672-253100, 280057 (निदेशक), 253115 (कुलसचिव)

Longowal, District: Sangrur-148106 (Punjab), India Phone No.+91-1672-253100, 280057(Director), 253115 (Registrar)

No.12-17/2025-U.3(A)
Government of India
Ministry of Education
Department of Higher Education
U.3(A) Section

Room No. 402-C, Wing,
Shastri Bhawan, New Delhi
Dated: 14th November, 2025

To,

1. The Vice-Chancellors of MoE's owned/controlled/funded IDTBUs (As per list attached)

Subject: Permission for Foreign Visits by the funded Deemed to be Universities-reg.

Madam/Sir,

I am directed to state that it has been noticed in the Ministry that the Vice-Chancellors of Ministry of Education (MoE)'s owned/controlled/funded Institutions deemed to be Universities (IDTBUs) are undertaking foreign visits on official and personal purpose without prior approval of this Ministry. Even, such visits are not intimated to the Ministry at all.

2. In view of the above, it has been decided that the following procedure shall be strictly adhered to with immediate effect, in case of foreign visits by the Vice-Chancellors of Ministry of Education (MoE)'s owned/controlled/funded IDTBUs -

- i. All proposals for foreign visits by the Vice-Chancellor of the funded Deemed to be Universities, whether for academic conferences, signing of MoUs, collaborative meetings, lectures, personal visits, or any other engagement, shall be submitted to the Ministry of Education, well in advance with full details of the programme, duration, funding source, and relevance to institutional objectives (in case of official visit) or purpose of travel (in case of personal visits), in the prescribed proforma attached at **Annexure**. Such visits shall be undertaken only after obtaining prior approval of the Ministry of Education, Government of India.
- ii. In case of official foreign visit, a detail tour report shall be submitted by the Vice-Chancellor of such IDTBUs, to the Ministry within three weeks from the date of return.
- iii. The Vice-Chancellor of such IDTBUs are requested to ensure strict compliance with the above instructions.

3. This issues with the approval of the competent authority.

Yours faithfully,


(Jyoti Ranjan) 11/11/25

Under Secretary to the Govt. of India
Email: jyotiranjana.edu@nic.in
Tel: 011-23381578

Encl. As above.

Copy to:

1. All Bureau Heads
2. PS to Hon'ble EM
3. Sr. PPS to Secy (HE)

Annexure**PROFORMA for seeking prior permission for Foreign Visit by Vice-Chancellor of Deemed to be Universities**

Section	Particulars	Details to be filled by the Vice-Chancellor
A. General Information	1. Name of the Vice-Chancellor	
	2. Name of the Deemed to be University	
	3. Type of Visit (Tick)	Official Personal
B. Official Visit (if applicable)	1. Purpose of visit (Conference/ MoU/ Meeting/ Lecture/ Other- specify)	
	2. Title/ Theme of the programme	
	3. Host Institution/ Organising Body	
	4. Country & City of visit	
	5. Duration of visit (From - To)	
	6. Funding source (University funds/ External sponsor/ Host institution/ Others)	
	7. Expected benefits/ relevance to institutional objectives	
C. Personal Visit (if applicable)	1. Purpose of visit (Vacation/ Family/ Medical/ Others - Specify)	
	2. Country & City of Visit	
	3. Duration of visit (From - To)	
Signature of Vice-Chancellor:		
Name:		
Date:		