



# GAUTAM BUDDHA UNIVERSITY

*Office of the Dean Academics*

Prof. N.P. Melkania  
Dean Academics

GBU-010/Acad./08/2025- 272  
Dated: 02/01/2025

To

1. Dean(s)/ Dean(I/c) (s) of the University School(s)
2. HoD(s) of the University School(s)

**Subject: Regarding Teaching hours in the Time Table, Even Semester 2024-2025**

Sir/Madam

As per regular practice, the classes commence from 8.30 a.m.- onwards for a duration of one hour (i.e., 8.30 am-9.30 am and so on) till 6.30 pm . It has been observed that in some Department(s), the classes are being organized for a duration of 50 minutes, such as, 9.00am-10.00am and so on. The concerned Dean(s)/ Dean(I/c) (s) and HoD(s) are kindly requested to ensure classes for one hour duration commencing from 8.30.am onwards. The classroom(s) for each course need be indicated in the Timetable.

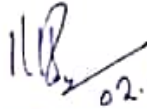
Cooperation from all concerned is kindly requested.

With regards  
Yours sincerely

Prof. N.P. Melkania  
Dean Academics

Copy to:

1. The Staff of the Office of Hon'ble Vice Chancellor for kind information of the V.C. Sir please.
2. Registrar for kind information please
3. All concerned as above for necessary action please
4. Dr. Sandeep Rana, System Manager with a request to upload above on the University website.
5. Office file

  
02.01.2025

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