



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 23 /2017

No. 20, Ward Place
Colombo 07

29th December 2017

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

HOLDING OF ACADEMIC ADMINISTRATIVE POSITIONS AFTER 65TH YEAR OF AGE

Your kind attention is drawn to the Establishments Circular Letter No.12/2015 dated 15.09.2015.

2. University Grants Commission at its 971st meeting held on 07.09.2016 decided that the Teachers who serve the Universities & Higher Educational Institutions /Institutes beyond the sixty-fifth (65th) year of age until the end of the academic year (Official/Actual), should relinquish all academic administrative positions such as Head of a Department of Study or Dean of a Faculty etc. upon completion of their sixty fifth (65th) birthday. However, they could continue their services as Teachers, until the end of the academic year relevant to their Faculties in terms of the provisions of the Establishments Circular Letter No. 12/2015.
3. Further, the holders in the posts of Librarian/Deputy Librarian/Senior Assistant Librarian / Assistant Librarian could be permitted to continue their services until completion of the sixty-fifth year of age or until the last date of the Official Academic Year, i.e 30th September.
4. Provisions of this circular will be effective from 02.04.2018.
5. Please comply.

Prof. P.S.M. Gunaratne
Vice Chairman

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1. Secretary/ Ministry of Higher Education & Highways
 2. Chairman's Office/UGC
 3. Vice-Chairman/UGC
 4. Members of the UGC
 5. Secretary/UGC
 6. Deans of Faculties
 7. Registrars of Universities
 8. Accountant/UGC
 9. Bursars of Universities
 10. Librarians/SAL/AL of the Higher Educational Institutions /Institutes
 11. Deputy Registrars/ Snr. Asst. Registrars/Asst. Registrars of Campuses/Institutes
 12. Deputy Bursars/Snr. Asst. Bursars/ Asst. Bursars of Campuses/Institutes
 13. Internal Auditor/UGC
 14. Govt. Audit Superintendents of Universities
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