



# MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)  
(Accredited "A" Grade by NAAC)

## ADMINISTRATION & GOVERNANCE SECTION

No. MANUU/Admn & Gov /F.102/2016-17/

Dated: 11 Dec 2017

### ORDERS

**Sub:** MANUU - Administration & Governance - Constitution of committee for  
"Student Health Insurance Scheme" for the academic year 2017-18 – Reg.

**Ref:** Vice-Chancellor's approval dated: 6.12.2017.

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The Competent Authority of the University is pleased to constitute a Committee consisting of the following as "Student Health Insurance Scheme" for the academic year 2017-18 and 2018-19:-

1	Dean Student Welfare	Chairman
2	Proctor	Member
3	Director, Directorate of Admissions	Member
4	Provost, Boys Hostel	Member
5	Provost, Girsl Hostel	Member
6	Intrernal Audit Officer	Member
7	A representative of Finance Officer	Member
8	Two Student Representatives of the Dean Student Welfare	Member
9	Dr. B. Kotiaah Asst. Professor and Assistant Dean Student Welfare	Convenor

### Terms of reference:

- The Committee may initiate all necessary steps for Selection of a suitable Insurance Firm for covering Health Insurance of MANUU Students as per General Financial Rules.
- The Committee is also expected to report any health related issues (In-Patient & Out Patient) to the Concerned Hospitals and settlement of students bills with third party assistance at the health Center. The Convenor of the Committee may take follow up action of the Committee sharing of Students Health Insurance list, and Payment with the insurer as and when required.
- Any other connected issues related to the implementation of student Health Insurance Scheme.

Joint Registrar (Admn & Gov)

All the concerned

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