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

E3/2026

Date: 16.11.2026

# CIRCULAR

Sub: **Festival Advance – Christmas 2026 & Pongal 2027**

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

2) Orders of the Vice-chancellor Committee dated 14.02.2026

*****

It is informed that the University Employees are eligible to draw Festival Advance of Rs.20,000/- (Rupees twenty thousand only) for Christmas 2026 & Pongal 2027 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 January 2027 salary for Christmas & Pongal.

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

Those who are willing to avail Festival Advance for Christmas 2026 & Pongal 2027 application form can be downloaded from the University Website **http://www.annamalaiuniversity.ac.in** from **23.11.2026 (Monday)** under **Staff Portal Icon** and the filled application may be handover to the **E-section, Administrative Office on or before 15.12.2026 (Tuesday) for Christmas and 04.01.2027 (Monday) for Pongal**. The applications received after the due date will be summarily rejected.

16/11/26

**Registrar i/c**

16/11/2026

**To:**

1. All the Head of Department of study
2. All the Officers in the University
3. Centre for Distance and Online Education –25 copies
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 – 10 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

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

**Copy to:**

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