

MIAER/2026/494(1)

Date:- 14/04/2026

Mandsaur University, Mandsaur
DEPARTMENT OF AYURVEDA
NOTIFICATION - Summer Vacation (2026)

This is to inform all faculty members of the Faculty of Ayurveda that the Summer Vacation for the academic session 2025–2026 may be availed between **15/04/2026 to 15/06/2026** subject to departmental requirements and approval from the competent authority.

All faculty members are hereby directed to strictly comply with the following terms and conditions while planning and availing the vacation leave:

Terms & Conditions

1. Completion of Academic Responsibilities

- All faculty members must ensure timely completion of the prescribed syllabus, practical, tutorials, internal assessments, assignments, and other academic responsibilities before proceeding on vacation.
- Incomplete academic work may lead to withholding of vacation approval.

2. Clinical and Hospital Duties

- Faculty members engaged in OPD/IPD services, Panchakarma, peripheral OPD, laboratory, or any clinical activities must ensure proper adjustment and sharing of duties within the department.
- Clinical services and patient care shall not be disrupted during the vacation period under any circumstances.

3. Minimum Faculty Availability

- At any point during the vacation period, a minimum of **50% of the faculty members of each department must remain present and available** for academic, clinical, administrative, examination, admission, and institutional responsibilities.
- Heads of Departments shall prepare and maintain proper duty rosters to ensure uninterrupted departmental functioning.


Principal
Mandsaur Institute of Ayurved
Education and Research Mandsaur

Mandsaur Institute of Ayurved Education & Research

A Constituent unit of Mandsaur University

(Permitted by Govt. of India, Ministry of Ayush, New Delhi, Govt. of M.P. & Recognised by Central Council of Indian Medicine, New Delhi)
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4. Administrative and Institutional Work

- All departmental records, attendance registers, logbooks, university correspondence, examination-related work, IQAC/accreditation documentation, and other official responsibilities must be updated and completed before proceeding on leave.

5. Prior Approval Mandatory

- Faculty members shall avail vacation leave only after obtaining prior written approval through the proper channel from the competent authority and after applying same on the AEBAS portal.

6. Non-Extension of Vacation

- Extension of summer vacation beyond the sanctioned period shall ordinarily not be permitted.
- Any unauthorized absence after the approved vacation period shall be treated as leave without sanction and may attract disciplinary action as per institutional norms.

7. Availability During Emergency

- Faculty members may be required to attend urgent academic, administrative, admission-related, examination-related, inspection-related, or hospital duties during the vacation period if deemed necessary by the institution.

8. Mandatory Reporting After Vacation

- All faculty members must report back to duty positively on the notified reopening date without fail.

9. Leave Adjustment

- Vacation leave shall be regulated and adjusted as per the applicable institutional leave rules and service conditions.

All Heads of Departments are instructed to ensure smooth functioning of departmental activities and submit faculty vacation duty adjustments/rosters to the office before commencement of the vacation period.

This notification shall come into force with immediate effect.

By Order

Dean / **Principal**

Mandsaur Institute of Ayurved Education & Research,
Mandsaur