

UNIVERSITY OF JAMMU

Estates Wing

CIRCULAR

Applications on the prescribed form are invited from the eligible University employees (Teaching/ Non-Teaching) who do not own any house in their name or in the name of spouse within the municipal limits of Jammu for the allotment of residences likely to be available in the New/Old University Campus during the year 2026. The application duly completed in all respects should be reached to the undersigned (Room No.05, Ground Floor) University Works Department, New Campus upto 31 January, 2026

No application form shall be entertained after the last date.

No: Estates/2026/549-648
Date: 01-01-2026

Rajinder Kumar
Dy. Estates Officer 01.01.2026
University of Jammu
01/01

Copy to:-

1. Spcl. Secy. to the Vice Chancellor.
2. Sr. P.A to the Dean Academic Affairs
3. Sr. P.A to the Registrar/Controller of Examination/Director CDC
4. The Chairman H.A.C
5. DSW/Provost (Girls/Boys Hostels).
6. All Director of the University
7. All Heads of the University
8. I/C Librarian, Dhanvantari Library
9. All Wardens of the Hostels.
10. President, JUTA/JUOWA/JUNTEU/JUNGEU.
11. All Officers.
12. Executive Engineer, University Works Department.
13. Medical Officer, University Health Centre.
14. All Section of the Registry.
15. Guard File.

Office / AP-I
For n/a.



Gurpreet
02/01/26

UNIVERSITY OF JAMMU
APPLICATION FORM FOR ALLOTMENT OF RESIDENCE

1. Name _____
2. Department/Section _____ Employee No. _____
3. Designation _____
4. Date of first appointment with designation _____
5. Substantive Pay Scale (revised) _____
(For Type I to III Residences)
6. Basic pay as on 01.01.2025 (In the pay Matrix) _____
7. Eligibility for the type of residence _____
(Please refer entitlement over leaf)
8. For determination of exact priority date please quote carefully the:-
 - a) Exact date of entry in the revised substantive Pay Scale of the post held for allotment of type I, II and III residence. _____
 - b) Exact date of entry in the Pay Matrix for allotment of entitled type of residence: Type IV, V, VI, VII & VIII
Refer entitlement over leaf
(Attach a copy of salary slip also) _____
 - c) Existing Pay Matrix _____
 - d) Date of placement in the existing Pay Matrix _____
9. Are you interested for the lower type residence? _____
10. Whether or not a residence has been allotted by the University, Govt., Semi-Govt., Autonomous body/Organization of any local body in favour of the applicant's wife/husband (as the case may be) _____

*(In support of application, please attach an affidavit duly attested by 1st Class Magistrate that the applicant does not own any house in his/her name or in the name of his/her wife/husband within the municipal limits of Jammu University).
The form without an affidavit shall not be entertained.*

Verified and certified that the particulars given above are correct.

Signature _____
Name _____ Contact No:- _____

Recommendation of the
Head of the Department/Section

