

GUIDELINES TO BE FOLLOWED WHILE COMING TO CUO, CAMPUS FOR OBTAINING CLEARANCE

1. All students, including Hostel Boarders, are instructed to come to the University campus in a phased manner as per schedule uploaded.
2. Covid-19 Guidelines/advisories are to be complied with. Wearing mask, maintaining social distance, downloading Arogya Setu App in cell phone etc as advised by the Govt. of India and the Odisha Govt. must be adhered to.
3. Fitness certificate has to be produced at entry point/gate of the University besides Identity Card issued by the University.
4. Boarders will not be allowed to stay in the Hostels and they are required to take their personal belongings from 8 AM to 4 PM of the same day of their visit.
5. No food facilities would be available in the Hostels and no catering services will be available in the campus.
6. Students may avail of the shuttle services to come to the University campus from Sunabeda - 1/ Panthika and back to the point.
7. Students coming in personal vehicles will be allowed subject to maintaining COVID - 19 guidelines.
8. Girl students may be accompanied by one of their parents/guardian and they have to follow the Covid-19 guidelines.
9. In view of the pandemic situation, University Authority has waived all chargeable late fines against late submission of Library Books.
10. List of students who have not returned their books to Library has been uploaded in the University website. Students are asked to return the books without any late fines.
11. Students visiting campus may contact following officials for any query/help:

Officials	Contact No	E-mail
Nodal Officer (COVID)	7873234023/7008950126	
Controller of Examinations	8763949846	
Chief Warden	9439403612	kapilacuo@gmail.com
Warden Boys' Hostel	8018444495	warden.bh@cuo.ac.in
Warden Girls' Hostel	9437106066	warden.gh@cuo.ac.in
Librarian i/c	7978914382	
Students may also contact their respective HOD i/c		

12. The forms pertaining to the clearance must be downloaded from the University website and students are required to reach the University with filled in forms:
 - i. Caution Money Refund Form
 - ii. No Dues Form
 - iii. Fitness Certificate
 - iv. Any other
13. All HODs/Asst. Librarian and Library staff/ Computer & Laboratory Assistant shall be in respective office/places for speedy and hassle-free service to students.

14. Students of DBCNR, Anthropology, and JMC departments have to come directly to the main campus for all clearance certificates and Grade sheet etc.
15. Schedule of Department-wise students' staggered visit to the University campus (from 7th to 11th August) has been uploaded for convenience and abidance.

REGISTRAR