



MANUAL -1

**Particulars of Organization, Functions and Duties
(Section 4(1) (b)(i))**

Organization at a glance/University

Jai Prakash University was established in the year of 1990 to serve the needs of higher and quality education for the people of Saran commisionary.

The J.P. University, Chapra has achieved its success in providing quality education to the Students of backward region of Bihar.

There are altogether Seventeen P.G. Departments which have proved their excellence in imparting quality education for Higher Education

Presentlythere are now 17 departments and 21 constituent colleges along with 11affiliated colleges in this University.

Main activities / functions of the University

It imparts education at the under graduate and Post Graduate level. It isalso involved in the Research work and conduct of examination and awarddegree accordingly to the students enrolled in this University. It also regulatethe administrative and academic function of all the colleges affiliated to it andlocated under this University. It also provide research facilities to thosestudents who are interested to do Ph.D. Course work.

Postal address of University: Jai Prakash University, Rahul Sankrityayan Nagar, Chhota Telpa, Chapra, Saran

Administrative Building Dist-Saran, PinCode-841302. Bihar

Working hours both for office and public :10:00 am to 5:00 p.m. on all working days except Sunday & Public Holiday (Lunch break 02:00 p.m. to 02:45 p.m.

Grievance under RTI Act 2006 (Bihar) are redressed as per the prevailing rules.