



Government of Jammu and Kashmir
Directorate of Colleges
Higher Education Department

to
Nodal officer
Directorate portal for
m/a and disseminate
the info among
faculty members
Bif Jves
20/6/2025

Subject: Introduction of Online Foreign Visit Permission Application Submission on the Directorate Portal www.directorcollegesjk.in

Circular


In a sustained effort to streamline administrative processes and address procedural complexities often encountered by the teaching faculty, the Directorate of Colleges, J&K, has progressively introduced a dedicated 'Staff Services Module' on its official Directorate Portal. This initiative is aimed at reducing delays, enhancing transparency, and simplifying the accessibility of essential approvals and permissions for all staff members.

As part of this ongoing endeavor, certain services, including 'Part-Time PhD Permission Applications' and 'Passport NOC Applications', have already been successfully made live and are operational on the Directorate Portal.

Continuing our commitment to providing a comprehensive suite of services through an online mode, the following additional service has been made available to all staff members with effect from **19th June, 2025**:

- **Foreign Visit Approval:** Applications pertaining to foreign visits, whether undertaken for academic, research, or personal reasons, shall henceforth be processed through a newly integrated online approval system. This system is designed to streamline the entire verification and clearance process, ensuring efficiency and transparency. The requisite link for the submission of such applications, along with a detailed list of recommended annexures, is readily accessible on the staff and College Staff Services Dashboard of the Directorate Portal. All applications submitted through this online mode will be scrutinized at the Directorate level and subsequently forwarded to the Administrative Department for their due consideration and approval.

All Principals of Government Degree Colleges in the Union Territory of Jammu and Kashmir are hereby directed to ensure wide dissemination of this circular among their teaching and non-teaching staff.


Dr. Sheikh Ajaz Bashir
Director Colleges, J&K

No.: DC-HE/K /2025/1226

Dated: 19-06-2025.

Copy to:

1. All Principals, Govt. Degree Colleges, UT of Jammu and Kashmir.
2. OSD to Hon'ble Minister for Higher Education, School Education, Health & Medical Education, and Social Welfare for the information of Hon'ble Minister.
3. PS to Additional Chief Secretary, Higher Education Department, J&K for information of the ACS
4. Office file/Master file.

