

Phone : 0141-2791928
0141-2795529
Fax : 0141-2795550



Website : www.ruhsraj.org
Email : ruhsacademic@ruhsraj.org

राजस्थान स्वास्थ्य विज्ञान विश्वविद्यालय RAJASTHAN UNIVERSITY OF HEALTH SCIENCES

Sector-18, Kumbha Marg, Pratap Nagar, Tonk Road, Jaipur-302033 (Raj.)

F-8-Academic/Faculty Management System-03724-7869253/22935 Date 27/09/2025

The Principal / Dean,
All RUHS-Affiliated Colleges

Subject: Extension of Last Date for Verification and Finalization of Faculty Data on Faculty Management System (FMS).

Reference : RUHS letter No. F-8-Academic/Faculty Management System-03724-7869253/13668 dated 15.07.2025 and letter No. F-8-Academic/Faculty Management System-03724-7869253/15879 dated 01.08.2025

Sir/Madam,

In continuation of this office letters referred above, regarding the implementation of the Faculty Management System (FMS) and submission of updated and verified faculty data for affiliation, inspection, examination, and other academic purposes, it is hereby informed that the **last date for verification, updating/editing, and finalization of faculty data has been extended till 04.10.2025.**

Colleges are directed to complete the process of updating faculty data in the Faculty Management System (FMS) portal by the revised deadline. The portal may be accessed at: <https://affiliation.ruhsraj.org/>. The following categories of action are required:

- 1. Colleges that have not yet uploaded data** – Must ensure that the complete details of all teaching faculty members are entered and finalized in the FMS portal.
- 2. Colleges that have already uploaded data but need to edit or add information** – May review their submissions, make necessary corrections or additions, and finalize the data.
- 3. New colleges** – having Fresh Affiliation in Session 2025-26 must enter data of all teaching faculty members in the FMS portal and ensure that it is verified and finalized.

Further, it is reiterated that all future faculty recruitments must strictly follow the procedure prescribed under **Statute 26 of RUHS**, through the duly constituted Selection Committee with the University nominee.


It may be noted that no further extension shall be granted. Faculty data finalized in the FMS will form the basis for approval of faculty, issuance of Unique Faculty IDs, and their consideration for academic duties including inspection, examiner appointment, and eligibility for affiliation norms.


Registrar

F-8-Academic/Faculty Management System-03724-7869253/ 22936-44 Date: 27/09/2025

Copy to the following for information and necessary action :

1. P.S. to Hon'ble Vice Chancellor, RUHS, Jaipur
2. Pro Vice Chancellor, RUHS
3. Additional Director (Academic), Directorate of Medical Education, Govt. of Rajasthan, Jaipur
4. Controller of Examinations, RUHS, Jaipur
5. Dy. Registrar / OIC of Academic Section 1 / 2, RUHS, Jaipur
6. OIC, RUHS website to upload this letter on website of RUHS and on the concerning portal for information of all concerned.
7. Office Guard file.


27/9/25
[Dy. Registrar - Acad-2]

Phone : 0141-2791928
0141-2795529
Fax : 0141-2795550



Website : www.ruhsraj.org
Email : ruhsacademic@ruhsraj.org

राजस्थान स्वास्थ्य विज्ञान विश्वविद्यालय

Rajasthan University of Health Sciences

Sector-18, Kumbha Marg, Pratap Nagar, Tonk Road, Jaipur-302033 (Raj.)

F-8-Academic/Faculty Management System-03724-7869253/ 15879 Date : 01/08/2025

The Principal / Dean,
All RUHS-Affiliated Colleges

Subject: Extension of Last Date for Verification and Finalization of Faculty Data on Faculty Management System (FMS).
Reference : RUHS letter No. F-8-Academic/Faculty Management System-03724-7869253/13668 dated 15.07.2025

Sir/Madam,

In continuation of this office letter referred above, regarding the implementation of the Faculty Management System (FMS) and submission of updated and verified faculty data for affiliation, inspection, examination, and other academic purposes, it is hereby informed that the **last date for verification, updating/editing, and finalization of faculty data has been extended till 11.08.2025.**

Colleges that have not yet completed the required process are directed to ensure that the data of all teaching faculty members is thoroughly verified, updated, and finalized in the FMS portal by the revised deadline. The link for accessing the Faculty Management System is available at: <https://affiliation.ruhsraj.org/>

It may be noted that no further extension shall be granted. Faculty data finalized in the FMS will form the basis for approval of faculty, issuance of Unique Faculty IDs, and their consideration for academic duties including inspection, examiner appointment, and eligibility for affiliation norms.

All other terms and conditions mentioned in the earlier communication remain unchanged.

(Harphool Pankaj),
Registrar

Signature valid

Digitally signed by Harphool Pankaj
Designation: Registrar
Date: 2025.08.01 11:17:24 IST
Reason: Approved

RajKaj Ref No.:
16930232
eSign 1.0



/2/

F-8-Academic/Faculty Management System-03724-7869253/ 15880-85 Date 01/08/2025

Copy to the following for information and necessary action :

1. P.S. to Hon'ble Vice Chancellor, RUHS, Jaipur
2. Pro Vice Chancellor, RUHS
3. Controller of Examinations, RUHS, Jaipur
4. Dy. Registrar / OIC of Academic Section 1 / 2, RUHS, Jaipur
5. OIC, RUHS website to upload this letter on website of RUHS and on the concerning portal for information of all concerned.
6. Office Guard file.

Signature valid

Digitally signed by Harshool Pankaj
Designation: Registrar
Date: 2025.08.01 17:17:24 IST
Reason: Approved

RajKaj Ref No.:
16930232

eSign 1.0

Phone : 0141-2791928
0141-2795529
Fax : 0141-2795550



Website : www.ruhsraj.org
Email : ruhsacademic@ruhsraj.org

राजस्थान स्वास्थ्य विज्ञान विश्वविद्यालय Rajasthan University of Health Sciences

Sector-18, Kumbha Marg, Pratap Nagar, Tonk Road, Jaipur-302033 (Raj.)

F-8-Academic/Faculty Management System-03724-7869253/ 13668

Date : 15/07/2025

The Principal / Dean,
All RUHS-Affiliated Colleges

Subject: Implementation of Faculty Management System (FMS) – Guidelines for Dynamic Data Verification, Updating, and Maintenance for Affiliation, Inspection, Examination, and Other Academic Purposes.

Sir/Madam,

Rajasthan University of Health Sciences (RUHS), Jaipur is committed to maintaining high academic standards across all its affiliated institutions. A crucial factor in achieving this goal is the **consistent availability of qualified, full-time teaching faculty** throughout the academic session in every college. In this regard, RUHS has developed and launched a centralized **Faculty Management System (FMS)** — a dynamic digital platform designed to maintain real-time data of faculty members working in affiliated colleges.

The FMS will serve as a single source of verified data for all academic, examination, and affiliation-related activities. This initiative aims to ensure transparency and accountability in faculty appointments and to support informed decision-making for examination duties, inspections, and academic planning. The system is now live and accessible through the RUHS website using your existing college login credentials.

The faculty data previously submitted through RUHS affiliation and examination portals has already been preloaded into the FMS. Colleges are hereby directed to **verify, update/edit, and finalize** their faculty data within **15 days from the date of this letter**, i.e. by 31.07.2025. Faculty data submitted by the college will be examined by RUHS and eligible faculty will be considered as 'RUHS approved faculty'. Further, the only approved faculty will be considered by RUHS for appointing examiners, inspectors, and other academic duties.

Signature valid

Digitally signed by Harshool Pankaj
Designation: Registrar
Date: 2025.07.15 12:49:05 IST
Reason: Approved

RajKaj Ref No.:
16539760
eSign 1.0



During the updating process, colleges must ensure that each faculty member's record includes comprehensive details such as qualifications, designation, teaching and research experience, council/commission registration (where applicable), PAN/Aadhaar details, and research publications. Each approved faculty will be issued a **Unique Faculty ID**, which will be valid across all RUHS-affiliated institutions. This ID must be used whenever a faculty member joins another affiliated college. Any faculty leaving or joining the institution must be immediately updated on the portal.

Further, RUHS reminds all affiliated colleges that after 31.07.2025 appointment of teaching faculty must be conducted through a duly constituted selection committee, which includes a RUHS nominee, as per the norms already communicated. The FMS will reflect whether appointments have followed the approved process. Any instance of a faculty member being shown as employed in more than one RUHS-affiliated college simultaneously will be viewed with utmost seriousness. Such duplication is strictly prohibited and will attract disciplinary action. Both the concerned colleges and the faculty member involved will be held accountable and may face serious consequences, including disqualification from academic duties, inspections, and adverse remarks affecting the college's affiliation and compliance status.

It must be noted that the Faculty Management System (FMS) is a live and dynamic platform, requiring real-time updates by the colleges. In the initial phase, colleges are required to update faculty data as per the instructions mentioned above. Additional features—such as modules for relieving and joining of faculty members duly selected through the approved selection process, individual faculty login interface, and vacancy status tracking—will be introduced in subsequent phases. A detailed user manual will be shared once these functionalities are enabled. Failure to maintain accurate and up-to-date faculty records may lead to exclusion of such faculty members from examiner panels, inspection assignments, and may adversely affect the affiliation status of the college.

The link for the Faculty Management System is available on the affiliation portal of RUHS which can be through : <https://affiliation.ruhsraj.org/>

Your cooperation is vital to the success of this initiative and to maintaining academic discipline across RUHS-affiliated institutions.

Yours sincerely,

(Harphool Pankaj)
Registrar

Signature valid

Digitally signed by Harphool Pankaj
Designation: Registrar
Date: 2025.07.15 12:49:05 IST
Reason: Approved

RajKaj Ref No.:
16539760
eSign 1.0

F-8-Academic/Faculty Management System-03724-7869253/ 13669-74 Date : 15./07/2025

Copy to the following for information and necessary action :

1. P.S. to Hon'ble Vice Chancellor, RUHS, Jaipur
2. Pro Vice Chancellor, RUHS
3. Controller of Examinations, RUHS, Jaipur
4. Dy. Registrar / OIC of Academic Section 1 / 2, RUHS, Jaipur
5. Office Guard file.

Signature valid

Digitally signed by Harshool Pankaj
Designation: Registrar
Date: 2025.07.15 17:49:05 IST
Reason: Approved

RajKaj Ref No.:
16539760
eSign 1.0