

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
(ACADEMIC SECTION)

No.F.1-2/Info/2025-Acad.I

Ansari Nagar, New Delhi 29

Dated: 18.07.2025

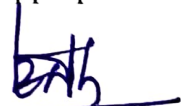
OFFICE MEMORANDUM

Subject: - Official Email IDs for content-wise communication to the Academic Section, regarding.

To streamline the communication and ensure timely responses, kindly refer to the designated official email IDs for the respective areas of the Academic Section as mentioned below:

Sr. No.	Subject/Correspondence	Concerned Dealing	Email ID	Extn. Number
1.	Observership/ Training/ Permission to conduct Workshops/ Conferences/ CME/ Symposium/ Guest Lectures/ Educational Visits/ Visiting Faculty/ Visiting Professorship	Ms. Nisha Ms. Anjali Mr. Hem Chand Pandey	training@aiims.edu	6409
2.	Verification of Degrees/ Documents issued by the Academic Section	Ms. Ganga Rawat	verification@aiims.edu	4832
3.	PhD	Mr. Vipen Bhatt	phd@aiims.edu	3230
4.	Senior Resident (DM/MCh)/ Fellowship	Mr. Vinod Kumar	aiims.reg.sracad2@gmail.com	4168
5.	Junior Resident (MD/MS/MDS)	Ms. Babli Rani	jracad@aiims.edu	4168
6.	Thesis Guide Allocation	Ms. Deepa Kumari	thesisguide@aiims.edu	4365
7.	Senior Resident (SR)	Mr. Rajiv Kumar/ Mr. Pankaj Kumar/ Mr. Rahul Singh	aiims.reg.sr@gmail.com	3230
8.	Junior Resident (JR)	Mr. Akshay Kumar Mr. Vikash Chauhan	aiims.reg.jrna@gmail.com	3230
9.	M.Sc. Courses	Ms. Geeta Rohera	aiims.reg.msc@gmail.com	3230
10.	MBBS	Mr. Durgesh/ Mr. Pawan	mbbs@aiims.edu	4365
11.	B.Sc. (H) Nursing/ Post-Basic	Ms. Kiran Nagpal	bscnursing@aiims.edu	4365
12.	B.Sc. Allied & Healthcare Courses	Mr. Prakash Chandra Joshi	bscparamedical@aiims.edu	4365
13.	SARAL Support RTI	Ms. Sushma Dhama/ Mr. Jaidev Chaudhary/ Ms. Rohini Kaushal	saralsupport@aiims.edu rti.acad@gmail.com	4365, 4383
14.	Annual Report	Mr. Mrutunjaya Parida	academicsection@aiims.edu	4622
15.	- Proposals for the creation of department/ Posts of Resident/ Initiating New Courses/ Awards/ Gold Medal/ Orations - Policy Matters/ Meeting Notices/ Grievances/ Miscellaneous	Mr. Hem Chand Pandey Mr. Ajay Kaushish	proposal@aiims.edu registrar@aiims.edu	6409
16.	Registrar Office		registrar@aiims.edu	4832
17.	Associate Dean (Acad.)		associatedeanacad@aiims.edu	4622
18.	Dean (Acad.)		dean@aiims.edu	4833

All concerned are requested to take note of the above and ensure that emails are directed to the appropriate addresses for a timely response.


(Prof. Girija Prasad Rath)
REGISTRAR

Copy to: -

1. All Heads of Departments (HoDs)/Chiefs of Centers (CoCs)/ Faculty Members
2. Professor-in-Charge (PIC), Faculty Cell/Library/CMETi/SET Facility/CEU/ CF
3. Principal, College of Nursing/ Faculty-in-Charge (FIC), Allied & Healthcare Courses
4. PPS/PS to Director/Dean (Acad)/Dean (Res)/Dean (Exam)/ ADA/Sr. FA/MS
5. PS/PA to Assoc Dean (Acad)/ Assoc Dean (Res)/ Assoc Dean (Exam)/Registrar/DyS/CAO
6. Representatives of FAIIMS/RDA/ASA