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India's First State Private Women's University

JAYOTI VIDYAPEETH WOMEN'S UNIVERSITY, JAIPUR

ज्योति विद्यापीठ महिला विश्वविद्यालय, जयपुर

Established by Govt. of Rajasthan through Act No. 17 of 2008 under section 2(f) & (12b) of the UGC Act, 1956

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OFFICE ORDER

Ref. No. UAO/JPR/2023/097

Date: July 30, 2023

Subject: Regarding Adherence of the Usage Guidelines of the Official Trademarked & Copyrighted University Logo.

As **Jayoti Vidyapeeth Women's University, Jaipur** does not authorize any individual/organization or third party, to use or print the University's Official Logo without explicit permission. Therefore. All the Students, Research Scholars & Staff/Faculty members have to follow the below Guidelines mentioned in the "Trademark and Copyright Usage Guidelines for University Logo".

Below mentioned are some important points that are worth noting, in context to the Usage of University's Logo:

- **Prohibition of External Printing/Publishing:** Students, Scholars and Staff/Faculty of the University are strictly prohibited from printing, publishing, or distributing any document outside of the University premises, if the document bears the University's Logo and the University's Name, without proper authorization.
- **Authorization Process:** Any document intended for external distribution that includes the University's Logo and Name, must go through an authorization process. The individual or department responsible for the document must seek permission from the University's designated authorities, before proceeding with external distribution.
- **Purposeful Usage:** The University Logo should only be used on external documents when it serves a legitimate purpose and aligns with the University's mission, values, or official activities.
- **Official Representations:** The University logo may be used on external documents for official representations of the University, such as academic publications, research papers, official press releases, or other materials approved by the University Authorities.
- **Non-Commercial Use:** The University Logo should not be used for any commercial purposes on external documents without explicit written consent from the university administration and a separate licensing agreement, if necessary.
- **Correct Usage:** When using the University logo on external documents, it must be reproduced accurately and without alteration or distortion. The logo should be presented in its original form as provided by the University.
- **Time-Limited Authorization:** Authorization to use the University logo on external documents may be time-limited and subject to renewal upon request.
- **Monitoring and Compliance:** The University will implement measures to monitor compliance with this rule, and violations will be subject to appropriate disciplinary action as per the University's policies and guidelines.

By implementing these rules, the University can maintain control over the usage of its Logo on external documents, ensuring that it is used for legitimate and authorized purposes that represent the University accurately and positively.

Vedant
30/07/2023

JV'n Vedant Garg

Advisor & CEO

Jayoti Vidyapeeth Women's University, Jaipur

Advisor & CEO

Jayoti Vidyapeeth Women's University
Jaipur

Enclosure:

- "Trademark and Copyright Usage Guidelines for University Logo"

JV-Mantra
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- University Ayurveda Hospital & Research Centre
- University Eye Care Centre
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Jayoti Vidyapeeth Women's University, Jaipur

Trademark and Copyright Usage Guidelines for University Logo

Jayoti Vidyapeeth Women's University's Trademarked and Copyrighted Official Logo is among our most valuable assets. These guidelines are intended to guide, our stakeholders, such as, Students, Scholars, Staff/Faculty, developers, consultants, publishers, and/or any third party that wished to use or display our Trademarked and Copyrighted Official Logo in any manner.

Any uses of Jayoti Vidyapeeth Women's University's Trademarked and Copyrighted Official Logo must abide by these guidelines:

Prohibited Uses: You may not incorporate any of Jayoti Vidyapeeth Women's University's Trademarks and Copyrights, or any recognizable portion of any of Jayoti Vidyapeeth Women's University's Trademarks or Copyrights, into your company/organization name, app name, product name, service name, website or domain name, social media handle, taglines, or any other source-identifying materials.

Permission to Use (Request Process): Any stakeholder or individual or organization or any third party, seeking to use the University's Official Trademarked and Copyrighted Logo must submit a formal request to the University's designated Trademark & Copyright Administrator. The request should outline the intended use, purpose, and duration of logo usage.

- ☐ **Written Consent:** Logo usage can only proceed with written consent from the University's designated Trademark & Copyright Administrator. Verbal agreements or assumptions are not considered valid for Logo usage.

Authorized Usage: The University will only grant permission for the use of its official trademarked and copyrighted Logo for activities directly related to the University's mission, such as official university publications, academic materials, institutional events, and authorized partnerships.

Commercial Use Restrictions: The University's Logo cannot be used for any commercial purposes without a separate, explicit licensing agreement. Commercial use includes, but is not limited to, advertising, merchandising, or endorsement activities.

Non-Transferability: The permission granted to an individual or organization to use the University's Trademarked and Copyrighted Official Logo is non-transferable. It is strictly limited to the entity specified in the original permission request.

Modification Prohibition: Individuals and organizations or any third party, using the University's Trademarked and Copyrighted Official Logo must not alter, modify, or distort the logo in any way. The logo should be used in its original form as provided by the University.

Time-Limited Usage: The permission to use the University's Trademarked and Copyrighted Official Logo is typically granted for a specific duration. After the agreed-upon period, the individual or organization must reapply for continued usage.

Revocation of Permission: The University reserves the right to revoke Logo usage permission at any time, without prior notice, if it is found that the Logo is being used in violation of the agreed terms or for unauthorized purposes.

Legal Action: Unauthorized usage or infringement of the University's Trademarked and Copyrighted Official Logo may result in Legal Action to protect the Institution's Intellectual Property Rights.

Jayoti Vidyapeeth Women's University, Jaipur, maintains exclusive ownership of its Official Logo's Trademark and Copyright, and no individual or organization or any third party, whether internal or external, is authorized to use/print the logo without explicit permission.

By enforcing these rules, the University can safeguard its Official Trademark and Copyright on the Logo, while ensuring that it is used appropriately to represent the University and its values.

Date: July 30, 2023

Jai Hind

Vedant 30/07/2023

JV'n Vedant Garg
Advisor & CEO

Jayoti Vidyapeeth Women's University, Jaipur
Jai Nari Shakti

Advisor & CEO
Jayoti Vidyapeeth Women's University
Jaipur