

Mangalayatan University, Aligarh

Centre for Distance and Online Education

Details of Administrative Staff

S. No.	Name of Faculty	Designation	Nature of Appointment	Qualification	Date of Joining
1	Mr. Jitendra Yadav	Dy. Registrar	Full-Time	LL.M.	16-Jul-22
2	Dr. Soni Singh	Assistant Registrar	Full-Time	Ph.D.	09-Jul-22
3	Mr. Nand Kishore Verma	Section Officer	Full-Time	MA	12-Jul-22
4	Mr. Manoj Kumar	Assistant	Full-Time	MBA	11-Jul-22
5	Mr. Ashok Kumar Gupta	Assistant	Full-Time	MA	18-Jul-22
6	Mr. Nitin Kumar Sharma	Assistant	Full-Time	Diploma	25-Jul-22
7	Mr. Deepak Babu Sharma	Computer Operator	Full-Time	BA	15-Jul-22
8	Mr. Jitendra Mittal	Computer Operator	Full-Time	M.Com	22-Jul-22
9	Mr. Ajab Singh	Multi-Tasking Staff	Full-Time	BA	15-Jul-22
10	Mr. Ramesh Sharma	Multi-Tasking Staff	Full-Time	High School	15-Jul-22
11	Mrs. Vijay	Counsellor	Full-Time	MBA	18-Jul-22
12	Mr. Amber Agarwal	Counsellor	Full-Time	B.Com.	29-May-23
13	Ms. Manju Rani	Counsellor	Full-Time	MA	22-Jul-22
14	Ms. Ruchee Singh	Counsellor	Full-Time	MFA	22-Jul-22
15	Mr. Ashish Kushwaha	Counsellor	Full-Time	MFA	28-Jul-22
16	Ms. Rauli Yadav	Counsellor	Full-Time	M.Sc.	22-Jul-22
17	Mr. Lakhan Singh	Technical Staff	Full-Time	B.Sc	15-Apr-24
18	Mr. Satendra Kumar	Technical Staff	Full-Time	M.Sc.	05-Sep-22


Director
 Centre for Distance and Online Education
 Mangalayatan University, Beswan, Aligarh-202146 (U.P.)


Registrar
 Mangalayatan University
 Beswan, Aligarh



MU/RO/OOA/2022-23/26(i)

Dated: 16 Jul 2022

To,
Mr. Jitendra Yadav,
S/o Mr. B.S. Yadav
3-A, Soot Mill, Banna Devi,
G.T. Road, Aligarh

Order of Appointment

Dear Mr. Yadav,

With reference to the discussion held at the University, we are pleased to offer you the post of Deputy Registrar at Directorate of Distance and Online Education of the University w.e.f. 16 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

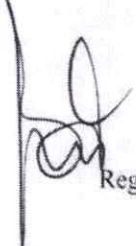
- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 38,000/- per month in pay band of Rs. 15,600-39100 with grade pay of Rs.7600/-. You will be provided free accommodation at University campus. Electricity and water charges, taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File


Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Dy. Registrar.....

Respected Sir,

With reference to your letter no. MD/R0/00A/22-23/26(C) dated 16 Jul 2022.... I, Jitendra Yadav....., am joining as Dy. Registrar..... in the Department of Directorate of Distance and ^{online} at _{educ} the Institute of DDOE.....w.e.f. 16-07-2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.


Kindly allow me to join the services.

Thanking you,

Name:- Jitendra Yadav

Signature:- Jitendra

Date:- 16-07-2022


Registrar



MU/RO/OOA/2022-23/17Cii

Dated: 09 Jul 2022

To,
Dr. Soni Singh,
D/o Mr. Viresh Kumar Singh,
6/7 Basant vihar colony,
Eatah chungi,
Aligarh

Order of Appointment

Dear Dr. Singh,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant Registrar at Directorate of Distance and Online Education of the University w.e.f. 09 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 28,000/- per month in pay band of Rs. 15,600-39100 with grade pay of Rs.5400/-. You will be provided free transportation from Aligarh by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as *Assistant Registrar*.....

Respected Sir,

With reference to your letter no. *M.V.I.R.O/00A/2022-23/17(ii)* dated *09 July 2022*..... I, *Dr. Soni Singh*....., am joining as *Assistant Registrar* in the Department of at the Institute of *Directorate of Distance and online education* e.f. *9th July, 2022*.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- *Dr. Soni Singh*.....

Signature: *[Signature]*.....

Date:- *09/07/2022*.....

[Signature]
Registrar



MU/RO/OOA/2022-23/19C(iii)

Dated: 12 Jul 2022

To,
Mr. Nand Kishore Verma,
S/o Mr. P.C. Nirala,
VILL+ POST, - Beswan
Aligarh

Order of Appointment

Dear Mr. Verma,

With reference to the discussion held at the University, we are pleased to offer you the post of Section Officer at Directorate of Distance and Online Education of the University w.e.f. 12 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 22,000/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File



Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Section officer.....

Respected Sir,

With reference to your letter no. MU/RO/00A/2022-23/19(II) dated 12. Jul 2022 I, Nand Kishore Verma..., am joining as Section officer... in the Department of at the Institute of Directorate of Distance & Online Education..... w.e.f. 12. July 2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Nand Kishore Verma

Signature:- [Handwritten Signature]

Date:- 12-July-2022


Registrar



MU/RO/OOA/2022-23/18(iii)

Dated: 11 Jul 2022

To,
Mr. Manoj Kumar,
S/o Mr. Seth,
Devetray Hospital
Ramghat Road,
Aligarh

Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant at Directorate of Distance and Online Education of the University w.e.f. 11 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 14,000/- per month. You will be provided free transportation from Aligarh by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
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- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

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(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
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- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
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CC: Finance Officer
Personal File


Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as ..Assistant.....

Respected Sir,

With reference to your letter no. MU/RO/ODA/2022-23/18(iii) dated 11 Jul 2022..... I, ..MANOJ KUMAR....., am joining as ..Assistant..... in the Department of at the Institute of ..Director of Distance and w.e.f. 11-07-2022..... online Education

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- ..MANOJ, KUMAR.....

Signature:- ..Manoj.....

Date:- ..11-07-2022.....


Registrar



MU/RO/OOA/2022-23/ 27 (1)

Dated: 18 Jul 2022

To,
Mr. Ashok Kumar Gupta,
S/o Mr Shyam Sunder Gupta,
H.NO. 1/88 CA, Street No.. 4,
Sanjay Gandhi Colony,
Ravan Teela,
Aligarh - 202001

Order of Appointment

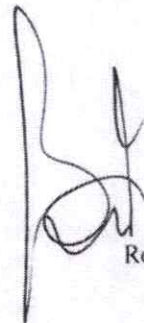
Dear Mr. Gupta,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant at Directorate of Distance and Online Education of the University w.e.f. 18 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 14,500/- per month. You will be provided free transportation from Aligarh by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

- (xii) This appointment is subject to the following conditions:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
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Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Assistant

Respected Sir,

With reference to your letter no. MU/RO/100A/2022-23/27(1) dated 18 Jul 2022 I, Ashok Kumar Gupta....., am joining as Assistant..... in the Department of at the Institute of Directorate of Distance and Online Education..... w.e.f. 18-7-2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ashok Kumar Gupta.....

Signature:- .....

Date:- 18-7-2022.....


Registrar



MU/RO/OOA/2022-23/40Cii)

Dated: 25 Jul 2022

To,
Mr. Nitin Kumar Sharma,
S/o Mr. Ramveer Sharma,
153, Nagla Mishriya,
Chandfari, Mathura Road,
Hastpur, Aligarh

Order of Appointment

Dear Mr. Sharma,


With reference to the discussion held at the University, we are pleased to offer you the post of Assistant at Directorate of Distance and Online Education of the University w.e.f. 25 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 15,500/- per month. You will be provided free transportation from Hastpur by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
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- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
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- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

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 - (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Assistant

Respected Sir,

With reference to your letter no. HUI/RO/02A/22-23/40 (ii), dated 25 Jul 2022 I, Nitin Kumar Sharma am joining as Assistant in the Department of at the Institute of DO Directorate of Distance e.f. Online Education 25 July 2022.

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Nitin Kumar Sharma

Signature:- [Signature]

Date:- 25 July 2022


Registrar



MU/RO/OOA/2022-23/25(ii)

Dated: 15 Jul 2022

To,
Mr. Deepak Babu Sharma,
S/o Late Mr. Om Prakash Sharma,
H.No.-935, Jamuna Bagh Road,
Mata Gali, Sadar Bazar,
Near Lal School,
Mathura

Order of Appointment

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Computer Operator at Directorate of Distance and Online Education of the University w.e.f. 15 July 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 15,500/- per month. You will be provided free transportation from Mathura by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

- (xii) This appointment is subject to the following conditions:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Computer operator

Respected Sir,


With reference to your letter no. MU/RO/OPA/2022-23/25(ii) dated 15. July 2022 I, Deepak Babu Sharma, am joining as Computer operator in the Department of at the Institute of Directorate of Distance & online Education w.e.f. 15 July 2022

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Deepak Babu Sharma

Signature:- 

Date:- 15 July 2022


Registrar



MU/RO/OOA/2022-23/38(i)

Dated: 22 Jul 2022

To,
Mr. Jitendra Mittal,
S/o Mr Nand Kishor Mittal,
586, Baba Sant Das ka Teela,
General Ganj , Mathura

Order of Appointment

Dear Mr. Mittal,


With reference to the discussion held at the University, we are pleased to offer you the post of Computer Operator at Directorate of Distance and Online Education of the University w.e.f. 22 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 15,500/- per month. You will be provided free transportation from Mathura by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as *Computer Operator*

Respected Sir,

With reference to your letter no. *MD.1R0107A/2022-23/38(C1)* dated *22.07.2022*..... I, *Jitendra Mittal*....., am joining as *Comp. Operator*... in the Department of at the Institute of *Directorate of Distance & Online Education* *22/07/2022*.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- *Jitendra Mittal*

Signature:- *J. Mittal*

Date:- *22/07/22*


Registrar



Ref. No.: MU/RO/OOA/2022-23/ 25 (ii)

Dated: 15 Jul 2022.

To,
Mr. Ajab Singh,
S/o Dharmvir Singh,
Vill+ Post:- Mohakampur,
Dist.:- Aligarh

Order of Appointment

Dear Mr. Singh,

With reference to the discussion held at the University, we are pleased to offer you the post of Multi Tasking Staff at Directorate of Distance and Online Education of the University w.e.f. 15 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

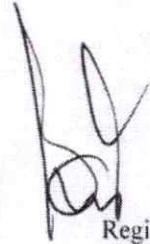
- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 10,500/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein..
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File



Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayan University,
Beswan, Aligarh.

Subject: - Joining Report as Multi Task Staff

Respected Sir,

With reference to your, letter no. MU/RA/02A/2022-23/25(iii) dated 15 Jul 2022..... I, Ajab Singh....., am joining as Multi Task Staff... in the Department of Directorate of Distance Education at the Institute of Education.....w.e.f. 15 July 2022.

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ajab Singh.....

Signature:- Singh.....

Date:- 15/07/2022.....


Registrar



Ref. No.: MU/RO/OOA/2022-23/25CIV

Dated: 15 Jul 2022.

To,
Mr. Ramesh Sharma,
S/o Mr. Ram Bharose Sharma,
Vill.- Shyora , Post- Beswan,
Distt.- Aligarh

Order of Appointment

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Multi Tasking Staff at Directorate of Distance and Online Education of the University w.e.f. 15 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 10,500/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File



Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Multi Tasking Staff

Respected Sir,

With reference to your letter no. MD.I.R.O/00A/2022-23/25 (iv) dated 15 Jul 2022 I, Ramesh Sharma, am joining as Multi Tasking Staff in the Department of at the Institute of Directorate of Distance and Online Education w.e.f. 15-07-2022

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ramesh Sharma

Signature:- Ramesh

Date:- 15-07-2022


Registrar



Ref. No.: MU/RO/OOA/2022-23/27(ii)

Dated: 18 Jul 2022.

To,
Mrs. Vijay,
D/o Late Mr. Soran Singh,
H.No.-1/433 A, Ambedkar Colony,
Naurangabad Chavani,
Aligarh

Order of Appointment

Dear Mrs. Vijay,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor at Directorate of Distance and Online Education of the University w.e.f. 18 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 17,500/- per month. You will be provided free family accommodation at University campus. Water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Counsellor

Respected Sir,

With reference to your letter no. MV.RO/00A/2022-23/27(ii) dated 18. July 2022 I, Vijay, am joining as Counsellor in the Department of at the Institute of Directorate of Distance & Online Education w.e.f. 18. July 2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Vijay

Signature:- Vijay

Date:- 18. July 2022.....


Registrar



MU/RO/OOA/2023-24/ 660(v)

Dated: 29 May 2023

To,
Mr. Amber Agarwal,
S/o Mr. Sudesh Kumar Agrawal,
141516A, Sircular Road,
ChaubhanMohalla, Firozabad

Order of Appointment

Dear Mr. Agarwal,

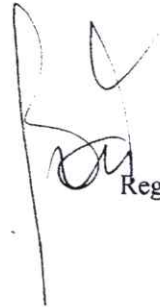
With reference to the discussion held at the University, we are pleased to offer you the post of Counsellor at Centre for Distance and Online Education of the University w.e.f.29 May 2023. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.16,000/- per month. You will be provided free shared accommodation. Water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period is one months. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining.
- (a) You shall submit all the original certificates for verification and the copies of following:
 - (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
 - (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
 - (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File


Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report asCounsellor.....

Respected Sir,

With reference to your letter no. MU/RO/CAF/2023-24/660.(N) dated 29-05-2023.... I, Mr. Amber Agarwal....., am joining as Counsellor..... in the Department of at the Institute of Centre for Distance & Online Education, w.e.f. 29-05-2023.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Amber Agarwal

Signature:- Amber.....

Date:- 29-05-2023.....


Registrar



Ref. No.: MU/RO/OOA/2022-23/ 38(ii)

Dated: 22 Jul 2022.

To,
Ms. Manju Rani,
D/o Mr. Ramprakash Saraswat,
134, Gopalpura, Bangali Ghat,
Mathura

Order of Appointment

Dear Ms. Manju,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor at Directorate of Distance and Online Education of the University w.e.f. 22 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 17,000/- per month. You will be provided free transportation from Mathura by University bus. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File


Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Counsellor.....

Respected Sir,

With reference to your letter no. MU/RO/50A/2022-23/38(CI) dated 22 Jul 2022 I, Manju Rani....., am joining as Counsellor..... in the Department of at the Institute of Directorate of Distance and Online Education.....w.e.f. 22 July 2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.


Kindly allow me to join the services.

Thanking you,

Name:- Manju Rani.....

Signature:- .....

Date:- 22 July 2022


Registrar



Ref. No.: MU/RO/OOA/2022-23/300ii)

Dated: 22 Jul 2022.

To,
Ms. Ruchee Singh,
D/o Mr. Raj Kumar Solanki,
Gandhi Road, Station Road,
Ganj Dundwara,
Kasganj

Order of Appointment

Dear Ms. Ruchee,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor at Directorate of Distance and Online Education of the University w.e.f. 22 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 17,000/- per month. You will be provided free shared accommodation at University campus. Water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File


Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Counsellor

Respected Sir,

With reference to your letter no. MU/RO/ROA/2022-23/38(i) dated 22 Jul 2022 I, Ruchel Singh, am joining as Counsellor in the Department of at the Institute of Directorate of Distance and online education w.e.f. 22/07/2022

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ruchel Singh

Signature:- Ruchel

Date:- 22/07/2022


Registrar



Ref. No.: MU/RO/OOA/2022-23/45(iii)

Dated: 28 Jul 2022.

To,
Mr. Ashish Kushwaha,
S/o Late Mr. Hukam Singh Kushwaha,
Gopal Nagar, Bijahari, Sasni,
Hathras

Order of Appointment

Dear Mr. Kushwaha,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor at Directorate of Distance and Online Education of the University w.e.f. 28 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

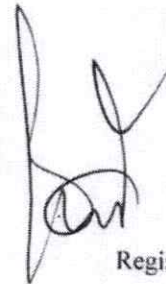
- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 17,000/- per month. You will be provided free shared accommodation at University campus. Water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File



Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Counsellor

Respected Sir,

With reference to your letter no. MV/RO/00A/2022-23/45(iii) dated 28 Jul 2022 I, ASHISH KUSHWAHA, am joining as Counsellor in the Department of at the Institute of Directorate of Distance and online education 28th July 2022

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Ashish Kushwaha

Signature:- Ashish

Date:- 28th July 2022


Registrar



Ref. No.: MU/RO/OOA/2022-23/40ciii)

Dated: 25Jul 2022.

To,
Ms. Rauli Yadav,
D/o Mr. Dharamvir Singh,
Shrinagar, Gali no.6,
Nidhauri Road,
Etah

Order of Appointment

Dear Ms. Yadav,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor at Directorate of Distance and Online Education of the University w.e.f. 22 Jul 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.


- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 17,500/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. A similar notice or salary in lieu will be required by the University in case it decides to relieve you any time after confirmation. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(xii) This appointment is subject to the following conditions:

- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File



Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Counsellor

Respected Sir,

With reference to your letter no. MU/RO/00A/2022-23/40(ciii) dated 25 Jul 2022 I, Rauli Yadav....., am joining as Counsellor..... in the Department of at the Institute of Directorate of Distance and online..... w.e.f. 22/07/2022..... education

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- Rauli Yadav.....

Signature:- Rauli.....

Date:- 22/07/2022.....


Registrar



MU/RO/OOA/2023-24/ 847(i)

Dated: 15 Apr 2024

To,
Mr. Lakhman Singh,
S/o Mr. Ramvir Singh,
Pachawar, Mathura

Order of Appointment

Dear Mr. Singh,

With reference to the discussion held at the University, we are pleased to offer you the post of Technical Staff at Centre for Distance and Online Education of the University w.e.f. 15 Apr 2024. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.16,000/- per month. You will be provided free shared accommodation. Water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period is one month. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining.
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future

We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File


Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as ...*Technical Staff*.....

Respected Sir,

With reference to your letter no. *M.O/Ro/OA/2023-24/1847.(i)*.. dated *15-04-2024*..... I, *Mr. Lakhan Singh*....., am joining as *Technical Staff*... in the Department of at the Institute of *Centre for Distance & Online Education*..w.e.f. *15-04-2024*.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking you,

Name:- *Lakhan Singh*.....

Signature:-.....*Lakhan*.....

Date:- *15-04-2024*.....


Registrar



MU/RO/OOA/2022-23/146(ii)

Dated: 05 Sep 2022

To,
Mr. Satendra Kumar,
S/o Mr. Kalicharan,
Village, Post Mohkampur,
Iglas Aligarh - 202145 , Aligarh

Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Technical Staff at Centre for Distance and Online Education of the University w.e.f.05 Sep 2022. You will be on probation for one year on successful completion of which your services may be extended with the approval of competent authority.

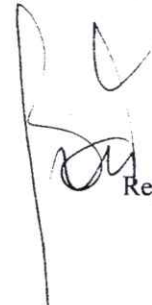
- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.18,000/- per month. You will be provided free shared accommodation. Water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period is one month. However, in case of indiscipline, insubordination, non performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mangalayatan University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.
- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

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- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining.
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
 - (ii) Attested photocopies of all testimonials.
 - (iii) Four Photograph passport size.
 - (iv) Medical Fitness Certificate from C.M.O.
 - (v) Blood Group Certificate.
 - (vi) Address and Identity Proof.
 - (vii) Photocopy of PAN Card and Aadhar Card.
 - (viii) List of Family members and / or dependents.
 - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
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We welcome you to the Mangalayatan University family.

CC: Finance Officer
Personal File


Registrar

MANGALAYATAN UNIVERSITY
JOINING REPORT

To,
The Registrar,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as Technical Staff.....

Respected Sir,

With reference to your letter no. MU/RO/OOA/2022-23/146(ii) dated 05-09-2022 I, Satendra Kumar....., am joining as Technical Staff..... in the Department of at the Institute of Centre for Distance & Online Education w.e.f. 05-09-2022.....

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.


Kindly allow me to join the services.

Thanking you,

Name: Satendra Kumar.....

Signature: .....

Date: 05-09-2022.....


Registrar