

Mangalayatan University, Aligarh

Centre for Distance and Online Education

Details of Administrative Staff as on 25.07.2025

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. Pravesh Kumar Kulshrestha	Assistant	Full-Time	BA	03-Jul-25
7	Mr. Deepak Babu Sharma	Computer Operator	Full-Time	BA	15-Jul-22
8	Mr. Khiresh Sharma	Computer Operator	Full-Time	B.Sc	10-Jul-25
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	Ms. Himasni	Technical Staff	Full-Time	BCA	07-Jul-25


Director
Centre for Distance and Online Education
Mangalayatan University, Aligarh-202146 (UP)


Director
Mangalayatan University
Aligarh



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

Dated: 16 Jul 2022

To,
Mr. Jitendra Yadav,
S/o Mr. B.S. Yadav
J-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. MR/R0/00A/22-23/26(V) dated 16.07.2022.... I, Jitendra Yadav....., am joining as Dy. Registrar..... in the Department of Directorate of Distance and Online 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/2022-23/17617

Dated: 09 Jul 2022

To,
Dr. Soni Singh,
D/o Mr. Viresh Kumar Singh,
6/7 Bhasant vihar colony,
Fateh chongi,
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.

(vii) 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.U./RO/ODA/2022-23/17(i) 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 of Mangalayatan University.....
.....09 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/2022-23/196110

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.

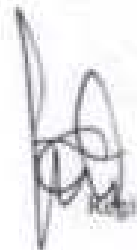
- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a gross salary of Rs. 22,000/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation 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 credentials, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.

(vii) 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(X) 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:- [Signature]

Date:- 12. July - 2022.....

[Signature]
Registrar



MU/RO/DOA/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.
- (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.

(vii) 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 Assistant

Respected Sir,

With reference to your letter no. MU/RO/100A/2022-23/18(III) dated 11.07.2022 I, MANOJ KUMAR, am joining as Assistant in the Department of at the Institute of Distance Ed. 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

Bal
Registrar



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

Dated: 18 Jul 2022

To,
Mr. Ashok Kumar Gupta,
S/o Mr Shyam Sander 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.

(vii) 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

Respected Sir,

With reference to your letter no. MU/RO/00A/2022-23/27(12) dated 18.7.2022, I, Ashok Kumar Gupta....., am joining as Assistant..... in the Department of at the Institute 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

Ref. No.: MU/RO/OOA/2023-26/009(i)

Dated: 03 Jul 2025

To,
Mr. Pravesh Kumar Kulshrestha,
S/o Late Mr. Bal Krishan,
73, Jaitpura Kalan, Agra

Order of Appointment

Dear Mr. Kulshrestha,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant at centre for Distance and Online Education of the University w.e.f. 03 July 2025. 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 band pay of Rs. 5200-20200 with GP of Rs. 2,400/- on a monthly gross salary of Rs.18,000/- per month. You will be provided free transportation from Agra 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. 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.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY, ALIGARH
JOINING REPORT

To,
The Registrar
Mangalayatan University,
Beswan, Aligarh

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

Respected Sir,

With reference to your letter no. *MU/RR/OOA/2025-26/009(i)* dated
03/Jul/2025 I, *Pravesh Kumar Kulshrestha* am joining as
Assistant..... in the Department of *CDOE*..... at
the Institute of *CDOE*..... w.e.f.
03/07/25.....

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:- *Pravesh Kumar Kulshrestha*

Signature:- *[Signature]*

Date:- *03/07/25*.....

[Signature]
Registrar



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

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.

(vii) 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/ROA/2022-23/25LU dated 15. July 2022, I, Deepak Babu Sharma, am joining as Computer Operator in the Department of Directorate of Distance & Online Education at 15 July 2022 w.e.f.

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

Ref. No.: MU/RO/OOA/2025-26/028(i)

Dated: 10 Jul 2025

To,
Mr. Khiresh Sharma,
S/o Mr. Gopal Krishan Sharma,
Iglas, 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 Computer Operator at centre for Distance and Online Education of the University w.e.f. 10 July 2025. 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 band pay of Rs. 5200-20200 with GP of Rs. 2,400/- on a monthly gross salary of Rs.16,000/- per month. You will be provided free transportation from Iglas 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. 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.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY, ALIGARH
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/00A/2025-26/028(i) dated 10/07/2025 I, Khimesh Sharma, am joining as Computer Operator in the Department of CDOE at the Institute of CDOE w.e.f. 10/07/2025

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:- Khimesh Sharma

Signature:- [Signature]

Date:- 10/07/2025

[Signature]

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,
Mangalayatan University,
Beswan, Aligarh.

Subject: - Joining Report as ~~Multi Task Staff~~

Respected Sir,

With reference to your letter no. MD/RA/02A/2022-23/25(ii) dated 15 Jul 2022, I, Ajib Singh, am joining as Multi Task Staff in the Department of Institute 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:- Ajib Singh

Signature:- Singh

Date:- 15.07.2022


Registrar



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

Dated: 15 Jul 2022

To,
Mr. Ramesh Sharma,
S/o Mr. Ram Bhurase Sharma,
Vill.- Shyora, Post- Betwan,
Dist.- 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.

(vii) 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/RO/ROA/2022-23/25 (iv)* dated *15.07.2022*, 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/DOA/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. *MU/RO/DOA/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*....

[Signature]
Registrar



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

Dated: 29 May 2023

To,
Mr. Amber Agarwal,
S/o Mr. Sudesh Kumar Agrawal,
141516A, Circular Road,
Chaubhan/Mohalla, Firuzabad

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 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 fulfilment 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/CA/2023-24/660(V) dated
29-05-2023.... I, Mr. Amber Aggarwal..... 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 Aggarwal

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,
174, 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.

(vi) 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/STA/2022-23/38(i) dated 22.07.2022 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:- [Signature].....

Date:- 22 July 2022

[Signature]
Registrar



Ref. No.: MU/RO/OGA/2022-23/306(ii)

Dated: 22 Jul 2022.

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

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/2022-23/22(II) dated 22.07.2022 I, Ruchi Singh am joining as Counsellor in the Department of at the Institute of Directorate of Distance 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:- Ruchi Singh

Signature:- Ruchi

Date:- 22/07/2022


Registrar



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

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.

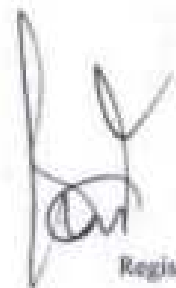
- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be on a consolidated salary of Rs. 17,000/- per month. You will be provided free shared accommodation at University campus. Water & electricity bill and all taxes as per rules, 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. MU/RO/MA/2022-23/45(11), dated 28.7.2022, 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.

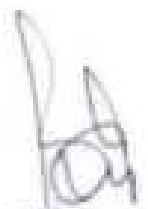
Kindly allow me to join the services.

Thanking you,

Name:- Ashish Kushwaha

Signature:- Ashish

Date:- 28th July 2022


Registrar



Ref. No.: MU/RO/OOA/2022-23/ 46(11)

Dated: 25Jul 2022.

To,
Ms. Rauli Yadav,
D/o Mr. Dharmvir 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 asCounsellor.....

Respected Sir,

With reference to your letter no. MO/RO/EOA/2022-23/110(iii) dated 25.10.2022, 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 Yadav.....

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

Rauli Yadav
Registrar



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

Dated: 15 Apr 2024

To,
Mr. Lakhan 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 fulfilment 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,
Beaswan, Aligarh.

Subject: - Joining Report as *Technical Staff*

Respected Sir,

With reference to your letter no. *MU/RC/CAP/2023-24/1842 (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*.....

[Signature]
Registrar

Ref. No.: MU/RO/OOA/2025-26/020C(ii)

Dated: 07 Jul 2025

To,
Ms. Himanshi,
D/o Mr. Satyendra Goswami,
1/149, Sanjay Gandhi Colony,
Ravantila, Aligarh

Order of Appointment

Dear Ms. Himanshi,

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. 07 July 2025. 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 band pay of Rs. 5200-20200 with GP of Rs. 2,400/- on a monthly gross salary of Rs.17,500/- 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. 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.



Registrar

CC: Finance Officer
Personal File

MANGALAYATAN UNIVERSITY, ALIGARH
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/00A/25-26/2020(ii) dated 07/07/2025..... I, Himanshi..... am joining as Technical Staff in the Department of C.D.O.E..... at the Institute of C.D.O.E..... w.e.f. 07/07/2025.....

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:- Ms. Himanshi

Signature:- Himanshi

Date:- 07/07/2025



Registrar