

 ATMIYA UNIVERSITY	NAAC – Cycle – 1 AISHE: U-0967	
	Criterion 2	TL&E
	KI 2.4	DVV 2.4.1

2.4.1	Average percentage of full time teachers appointed against the number of sanctioned posts year wise during the last five years
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DVV Clarification

Appointment Letters and Joining Letter of all Teachers Appointed in the AY 2022-2023



Registrar
Atmiya University
Rajkot



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/App/220701-2

Date: 01/07/2022

To,

Priyal Kamal Chhatrala

C-1102, Serenity Garden,

B/H Cosmoplex, Kalawad Road,

Rajkot - 360005, Gujarat (India)

Email id: priyalvachhni24@gmail.com

- Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Sci. & IT, Faculty of Science at Atmiya University, Rajkot - reg.
- Ref.: 1. Our offer letter no. AU/HR/OL/AP/220630-5 dated 30/06/2022
2. Your acceptance letter dated 01/07/2022

Dear **Priyal K. Chhatrala**,

Following your application and subsequent interview with us on 24/06/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Sci. & IT**, Faculty of **Science**, Atmiya University, Rajkot from **01st July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Priyal Kamal Chhatrala

Address: C-1102, Serenity Garden,
BH Gsmoplex, Kalawad Road,
Rajkot - 360005

Mobile: 9408547337

Aadhar No.: 617828617002

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AO/HR/Appt/AP/220701-2 Dated: 01/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Sci & IT
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Priyal

Full Name (as per official records): Priyal Kamal chhatrala

Countersigned by HOD

Purvi

HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220701-5

Date: 01/07/2022

To,

Kunal Rajeshbhai Shingala

136, Shivdham Society,

B/H Pushkardham, University Road,

Rajkot - 360005, Gujarat (India)

Email id: shingalakunal999@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Application, Faculty of Science at Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220627-4 dated 27/06/2022
2. Your acceptance letter dated 30/06/2022

Dear **Kunal R. Shingala**,

Following your application and subsequent interview with us on 27/06/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, Rajkot from **01st July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
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15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Kunal Rameshbhai Shingale

Address: 136, Shivdham Society,
B/H, Pushkarbham, University Road,
Rajkot - 360005, Gujarat (India)

Mobile: 8780064389

Aadhar No.: 672393524326

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/ADPT/AP/220701/29-5 Dated: 01/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 01/07/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department computer Application
4. Faculty Faculty of Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Kunal

Full Name (as per official records): Kunal Rajeshbhai Shingale

Countersigned by HOD

Ramesh
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220701-5/2022

Date: 01/07/2022

To,

Priyanka Jayeshbhai Mangi

Jolly Banglow, 64 Digvijay Plot,

Jamnagar- 361005 (Gujarat) India.

Email id: priyankajayeshkumar@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Application** Faculty of Science, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220631-4/2022 dated: 31/06/2022
2. Your acceptance letter dated 01/07/2022

Dear, **Priyanka J. Mangi,**

Following your application and subsequent interview with us on **29/06/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, and Rajkot from **01st July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
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9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Priyanka Jayeshbhai Mangi

Address: Jolly Banglow, 64 Digvijay
Plot, Jamnagar - 361005.

Mobile: 9484831270

Aadhar No.: 834356022078

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220701-5/2022 Dated: 01/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Priyanka

Full Name (as per official records): Priyanka Jayeshbhai Mangi

Countersigned by HOD

Priyanka
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220701-2

Date: 01/07/2022

To,
Mahek Milanbhai Raval
"Vikhuth Krupa",
3 - Akshar Nagar, Raiya Road,
Rajkot - 360007, Gujarat (India)
Email id: mahekraval2410@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Commerce, Faculty of Business & Commerce at Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220630-14 dated 30/06/2022
2. Your acceptance letter dated 01/07/2022

Dear **Mahek M. Raval**,

Following your application and subsequent interview with us on 28/06/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Commerce**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **01st July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
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Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
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17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (AC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot

Page 2 of 2

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Joining Report

From,

Name: Mahesh Milanbhai Raval

Address: "Vilkhuth Kalyani", 3 - Akshaya
Nagar, Rajya Road, Rajkot

Mobile: 6955835506

Aadhar No.: 800440422216

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APT/AP/220707-2 Dated: 01/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Commerce
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Mahesh

Full Name (as per official records): Mahesh Milanbhai Raval

Countersigned by HOD

Purvesh
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220701-6

Date: 01/07/2022

To,
Kausumi Nanavati
B-501, Sapphire Elegance,
Raiya Hill,
Rajkot, Gujarat (India)
Email id: nanavatikausumi@yahoo.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Management, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220629-2 dated: 29/06/2022
2. Your acceptance letter dated 01/07/2022

Dear **Kausumi Nanavati**,

Following your application and subsequent interview with us on 27/06/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **01st July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
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Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Kausumi Nanavati

Address: B-501, Sapphire Elegance,
Raiya Hill, Rajkot

Mobile: 7016402199

Aadhar No.: 321953487961

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220701-6 Dated: 01/07/2022

Respected Sir,


In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Management
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: 

Full Name (as per official records): Kausumi Nanavati

Countersigned by HOD


HR

for office use only

Countersigned by Dean


Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalavad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220701-4/2022

Date: 01/07/2022

To,

Dr. Rajeshwari Bhagvandas Kubavat

Flat No.7 Niranjana Appt., Yogi Darshan -2

Behind Swaminarayan Temple, Kalavad Road,

Rajkot - 360005 (Gujarat, India)

Email id: Rajeshwari_kubavat@yahoo.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **English**
Faculty of **Humanities & Social Sciences**, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220628-3/2023 dated: 28/06/2022
2. Your acceptance letter dated 01/07/2022

Dear **Dr. Rajeshwari B. Kubavat**,

Following your application and subsequent interview with us on **20/06/2022** on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **English**, Faculty of **Humanities & Social Sciences**, Atmiya University, and Rajkot from **01st July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 16068)
Grade Pay	5400
DA (40%)	8587
HRA (20%)	4294
Other Allowances	1140
Gross Salary	35489/- (Rupees Thirty Five Thousand Four Hundred Eighty-Nine only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Dr. Rajeshwabi Bhagvandas Kubavat

Address: Flat No. 7 Nivaranjan Appert., Yogi
Dalshah - 2 Kalawad Road,
Rajkot

Mobile: 8780193857

Aadhar No.: 672601848610

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220701-4 Dated: 01/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : English
4. Faculty : Humanities & Social Sciences
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: R. Kubavat

Full Name (as per official records): Rajeshwabi Bhagvandas Kubavat

Countersigned by HOD

Countersigned by Dean

for office use only


HR


Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220706-2

Date: 06/07/2022

To,

Sureshbhai Vithalbhaji Vasani

Devpara, Nr. Sarkari Dudha Utpadak Mandali,

Ta: Jasdan - 360050,

Dist: Rajkot, Gujarat (India)

Email id: vasanisuresh456@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Commerce, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220701-1 dated: 01/07/2022
2. Your acceptance letter dated 06/07/2022

Dear **Sureshbhai V. Vasani**,

Following your application and subsequent interview with us on 26/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Commerce**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **06th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
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9. You will not take part in political activities.



Page 1 of 2





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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
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15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (A/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Sureshbhai Vithalbhai Vaisani

Address: Devpura, NH. Samikavi Padha
Utpadale Mandal, Tal: Jaisden
Rajkot

Mobile: 9909376157

Aadhar No.: 476297819646

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220706-2 **Dated:** 06/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 06/07/2022 FN / AN Verified by HR
2. Designation : ASSISTANT PROFESSOR
3. Department : COMMERCE
4. Faculty : BUSINESS & COMMERCE
5. Appointment Type : Adhoc/ Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Sureshbhai

Full Name (as per official records): Sureshbhai Vithalbhai Vaisani

Countersigned by HOD

Countersigned by Dean

for office use only

P. K. Patel
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220711-4

Date: 11/07/2022

To,

Ekta Raj Ratanghayra

Raiya Dhar Swastik Highlands D Wing,
No 201, Rajkot – 360001, Gujarat (India)
Email id: amlaniekta@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Application, Faculty of Science at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220709-7 dated 09/07/2022
2. Your acceptance letter dated 11/07/2022

Dear **Ekta R. Ratanghayra**,

Following your application and subsequent interview with us on 07/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, Rajkot from **11th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a **two years** probation period. The authority, if necessary, may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and the entire college staff should be polite, cooperative and gentle.
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14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Ektal Raj Butanghayuda

Address: Rajya Dham Swastik Highlands
D Wing, NO 201, Rajkot

Mobile: 6361292256

Aadhar No.: 693450303918

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220711-4 Dated: 11/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 11/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Ektal Raj

Full Name (as per official records): Ektal Raj Butanghayuda

Countersigned by HOD

Purak
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220712-2

Date: 12/07/2022

To,
Hima Mukeshbhai Mehta
Elora Appartment, Block No. 2 Gandhigram,
Junagadh – 362001, Gujarat (India)
Email id: himamm.mehta@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of English, Faculty of Humanities & Social Sciences at Atmiya University, Rajkot – reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220709-3 dated 09/07/2022
2. Your acceptance letter dated 12/07/2022

Dear **Hima M. Mehta**,

Following your application and subsequent interview with us on 05/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **English**, Faculty of **Humanities & Social Sciences**, Atmiya University, Rajkot from **12th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a **two years** probation period. The authority, if necessary, may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and the entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
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18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (VC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Himad Mukeshbhai Mehta

Address: Flavia Apartment Block No. 2
Gandhigram, Junagadh

Mobile: 7859095268

Aadhar No.: 429081777268

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220712-2 Dated: 12/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 12/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : English
4. Faculty : Humanities & Social Sciences
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Himad

Full Name (as per official records): Himad Mukeshbhai Mehta

Countersigned by HOD

Countersigned by Dean

for office use only

Jena
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220713-2

Date: 13/07/2022

To,

Pramanik Vinodbhai Maru

Virani Pivyo "Prabhat", Swami Medical Stores,

Vaidvadi-3, Gondal Road,

Rajkot - 360004, Gujarat (India)

Email id: shaileshjadeja1996@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Electrical Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220712-2 dated 12/07/2022
2. Your acceptance letter dated 13/07/2022

Dear **Pramanik V. Maru,**

Following your application and subsequent interview with us on 11/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Electrical Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **13th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Pramanik Vinodbhai Masu

Address: Vizani Pivyo "Prabhat",
Swami Medical Stores,
Vaidvadi-3, Gondal road, 360004 ^{Rajkot}

Mobile: 9106417865

Aadhar No.: 776602366605

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/18/2022-2 **Dated:** 13/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 13/07/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Electrical Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Pramanik

Full Name (as per official records): Pramanik Vinodbhai Masu

Countersigned by HOD

for office use only

Countersigned by Dean

Purovish
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220715-4

Date: 15/07/2022

To,

Foram Tejasbhai Pandya

"Nil-Tej", Ambaji Kadva Plot Main Road,
Opp. Hari Krishna Complex, Goandal Road,
Rajkot - 360004, Gujarat (India)
Email id: forampandya4547@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Application, Faculty of Science at Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220711-7 dated 11/07/2022
2. Your acceptance letter dated 15/07/2022

Dear **Foram T. Pandya,**

Following your application and subsequent interview with us on 07/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, Rajkot from **15th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a **two years** probation period. The authority, if necessary, may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.

Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and the entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (IC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Foram Tejabhai Pandey

Address: "Nil-Tej", Ambaji Kadam Plot Main
Road opp. Hari Krishna Complex Gondal
Road, Rajkot 360004

Mobile: 88 49 28 54 12

Aadhar No.: 340 741 92 38 33

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. FU/HR/APP/AS/2022-4 **Dated:** 25/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 25/07/22 FN/~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc/Regular/On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Foram

Full Name (as per official records): Foram Tejabhai Pandey

Countersigned by HOD

for office use only

Countersigned by Dean

Jitendra
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220715-2/2022

Date: 15/07/2022

To,
Madhuri Chintan Barchha
102, Eklvay Apartment,
Amin Marg, Rajkot (Gujarat) India.
Email id: madhurikatira2606@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Application** Faculty of Science, Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220706-5/2022 dated: 06/07/2022
2. Your acceptance letter dated 15/07/2022

Dear, **Madhuri C. Barchha,**

Following your application and subsequent interview with us on **22/06/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, and Rajkot from **15th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot

Page 2 of 2





Joining Report

From,

Name: Madhusri Chintan Bawchha

Address: 102, EktaVay Apartment,
Amin Mevta, Rajkot

Mobile: 7698287489

Aadhar No.: 670518119811

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220715-9 Dated: 15/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 15/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Madhusri

Full Name (as per official records): Madhusri Chintan Bawchha

Countersigned by HOD


HR

for office use only

Countersigned by Dean


Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220716-2

Date: 16/07/2022

To,
Shaileshsinh Ranjeetsinh Jadeja
Khokhri, Vaya-Jam Vanthali, Post: Jaliya Devani,
Ta: Paddhari, Dist: Rajkot,
Rajkot - 361130, Gujarat (India)
Email id: shaileshjadeja1996@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Civil Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot - reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220713-1 dated 13/07/2022
2. Your acceptance letter dated 13/07/2022

Dear **Shaileshsinh R. Jadeja**,

Following your application and subsequent interview with us on 11/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Civil Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **16th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
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7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
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15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
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17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (e)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Shaileshsinh Ranjeetsinh Jadeja

Address: Kholkhari, Vayu-Tam Vunthali,
POST: Talija Devuni, Tal: Paddhari
Rajkot

Mobile: 9898804243

Aadhar No.: 683150447750

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220716-2 Dated: 16/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 16/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Civil Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Shaileshsinh

Full Name (as per official records): Shaileshsinh Ranjeetsinh Jadeja

Countersigned by HOD

Puresh
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220718-9

Date: 18/07/2022

To,
Mr. Manthan Manojbhai Joshi
401, Rudraksh Avenue,
9 Sanjay Vatika, Neel's City Club,
Kalawad Road,
Rajkot - 360005, Gujarat (India)
Email id: IAManthan@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Commerce, Faculty of Business & Commerce at Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220610-1 dated: 10/06/2022
2. Your acceptance letter dated 14/06/2022

Dear **Mr. Manthan M. Joshi,**

Following your application and subsequent interviews with us on 10/05/2022 and 26/05/2022 on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Commerce, Faculty of Business & Commerce, Atmiya University, Rajkot** from **18th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. Upon completion of the first year or after the completion of probation, your performance will be reviewed for the revision of salary. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 17047)
Grade Pay	5400
DA (40%)	8979
HRA (20%)	4489
Other Allowances	1140
Gross Salary	37055/- (Rupees Thirty Seven Thousand and Fifty Five only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.



Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot

Registrar (HC)



Page 2 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

Joining Report

From,

Name: Ms. Manthan M. Joshi

Address: 401, Rudraksh Avenue,
9-Sanjay Vatikar, Neel's City
Club, Kalawad Rd., RAJKOT-360005

Mobile: 9033381894

Aadhar No.: 985853921880

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220718-9 Dated: 18/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 18/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : COMMERCE
4. Faculty : BUSINESS & MANAGEMENT COMMERCE
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Joshi m2

Full Name (as per official records): Ms. Manthan Manojbhai Joshi

Countersigned by HOD



for office use only

Countersigned by Dean

Joshi

Registrar/Dy Registrar

Joshi
HR



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220720-2

Date: 20/07/2022

To,

Akshita Kishorbhai Makwana

“Shivam”, Nr. Baba Barfani,

Damji Mepa 2, Sahkar Main Road,

Rajkot, Gujarat (India)

Email id: aksh.akm41@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Management, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220718-6 dated: 18/07/2022
2. Your acceptance letter dated 20/07/2022

Dear **Akshita K. Makwana**,

Following your application and subsequent interview with us on 25/06/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **20th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.



Page 1 of 2

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ATMIYA UNIVERSITY

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9. You will not take part in political activities.
10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month.
However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (d/c)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Akshita Kishorbhai Makawana

Address: 'Shivam', Nr Baba Bantani
Damji Mapa - 2, Sahkar main Road,
Rajkot -

Mobile: 8866640581

Aadhar No.: 819405236000

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AJ/HR/APP/220720-2 Dated: 20/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 20/07/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department management
4. Faculty Faculty of Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Akshita

Full Name (as per official records): Akshita Kishorbhai Makawana

Countersigned by HOD

Poojesh
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220721-4

Date: 21/07/2022

To,
Surbhi Hareshbhai Oriya
"Rajal", Adarsh Society,
Opp. Balbhavan,
Rajkot - 360001, Gujarat (India)
Email id: surabhioriya@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Commerce, Faculty of Business & Commerce at Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220718-7 dated 18/07/2022
2. Your acceptance letter dated 20/07/2022

Dear **Surbhi H. Oriya**,

Following your application and subsequent interview with us on 25/06/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of Commerce, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **21st July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will

Page 1 of 2



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- give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
 12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
 13. You will not form any union or organization amongst yourselves and colleagues.
 14. You are required to observe the prescribed dress code as decided by the Management from time to time.
 15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
 16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
 17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
 18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
 19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
 20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (UC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Surbhi Hareeshbhai Oriya

Address: "Rajal", Adarsh Society,
Opp. Balbhavan, Rajkot
- 360001

Mobile: 8228065548

Aadhar No.: 607265585403

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AV/HR/Appt/AP/220722-4 **Dated:** 21/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 21/07/2022 FN/AN Verified by HR
2. Designation : Assistant Professor
3. Department : Commerce
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Surbhi

Full Name (as per official records): Surbhi Hareeshbhai Oriya

Countersigned by HOD

P. P. P.
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220725-7/2022

Date: 25/07/2022

To,
Nancy Jayeshbhai Pipaliya
"Shreeji", 2-B Kailash Park,
Opp. Palav School, Nr. Nandanvan,
Mavdi Plot, Rajkot- 360004 (Gujarat) India.
Email id: pipaliyanancy@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Microbiology**
Faculty of Science, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220718-3/2022 dated: 18/07/2022
2. Your acceptance letter dated 25/07/2022

Dear **Nancy J. Pipaliya**,

Following your application and subsequent interview with us on **16/07/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Microbiology**, Faculty of **Science**, Atmiya University, and Rajkot from **25th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a **two years** probation period. The authority, if necessary, may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Physics, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Nancy Jayeshbhai Pipaliya

Address: 'Shreeji', 2-B Keelash Park,
Opp. Palav school, Nr Nandanvan
maadi plot, Rajkot-360004 (Gujarat)
India

Mobile: 9913817671

Aadhar No.: 424510332676

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/AR/220725-7/2022 Dated: 25/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 25/07/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department microbiology
4. Faculty Faculty of science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Nancy

Full Name (as per official records): Nancy Jayeshbhai Pipaliya

Countersigned by HOD

for office use only

Countersigned by Dean

Purosh
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No: AU/HR/APPT/AP/220725-4/2022

Date: 25/07/2022

To,

Radhika Anandbhai Joshi

“ANAND”, Railnagar – 3,

Block No. 82, Bajarangwadi,

Jamnagar Road, Rajkot – 360006 (Gujarat-India).

Email – rjradhikajoshi309@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** – reg.

Ref: 1. Our offer letter no. AU/HR/OL/ AP/220722-7 Date: 22/07/2022

2. Your acceptance letter dated 25/07/2022

Dear **Radhika A. Joshi**,

Following your application and subsequent interview with us on **20/07/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Microbiology**, Faculty of **Science**, Atmiya University, and Rajkot from **25th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (H/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Radhika Anandbhai Joshi

Address: "ANAND", Railnagar - 3,
Block No. P2, Bejaryavadi,
Jammagan Road, Rajkot - 360006

Mobile: 7990853108

Aadhar No.: 209119560296

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220725-4/2022 **Dated:** 25/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 25/07/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Microbiology
4. Faculty : Scienca
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Radhika

Full Name (as per official records): Radhika Anandbhai Joshi

Countersigned by HOD

Prerost
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220725-7

Date: 25/07/2022

To,
Malay Dineshbhai Solanki
Madhu Jawar, Sagar Developer, K.K. Residency,
Flat No. 101 Sagar Avenue, Mavdi by pass,
Rajkot - 360004, Gujarat (India)
Email id: mdsit2007@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Sci. & IT, Faculty of Science at Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220722-8 dated 22/07/2022
2. Your acceptance letter dated 25/07/2022

Dear **Malay D. Solanki**,

Following your application and subsequent interview with us on 20/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Sci. & IT**, Faculty of **Science**, Atmiya University, Rajkot from **25th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (IC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



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Joining Report

From,

Name: Malay Dineshbhai Solanki

Address: Madhu Jawar, Sagar

Developer, K.K. Residency, Flat

No. 101 Sagar Avenue, Rajkot - 360004

Mobile: 7472364395

Aadhar No.: 327721008023

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220725-7 **Dated:** 25/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

- | | | | |
|---------------------|----------------------------------|---------|----------------|
| 1. Date of Joining | : 25/07/2022 | FN / AN | Verified by HR |
| 2. Designation | : Assistant Professor | | |
| 3. Department | : Computer Sci & IT | | |
| 4. Faculty | : Science | | |
| 5. Appointment Type | : Adhoc / Regular / On Probation | | |

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Malay

Full Name (as per official records): Malay Dineshbhai Solanki

Countersigned by HOD

Purok
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/2250725-8/2022

Date: 25/07/2022

To,

Kavita Solanki

Flat No. 101 Sagar Avenue,

K.K. Residency Nr. Ramdham,

Mavdi Chokdi, Rajkot - Gujarat, (India)

Email id: kavitasolanki@live.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Application** Faculty of Science, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220721-2/2022 dated: 21/07/2022
2. Your acceptance letter dated 25/07/2022

Dear **Kavita Solanki**,

Following your application and subsequent interview with us on **19/07/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, and Rajkot from **25th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a two **years** probation period. The authority, if necessary, may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 3

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 3





Joining Report

From,

Name: Kavita Solanki

Address: Flat No. 101 Sagar Avenue,
K.K. Residency, Nr. Ramdham,
Mawdi Chokdi, Rajkot.

Mobile: 8095609847

Aadhar No.: 411708981165

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/22.50725-8/2022 Dated: 25/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 25/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Kavita

Full Name (as per official records): Kavita Solanki

Countersigned by HOD

for office use only

Countersigned by Dean

P. Verest
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220725-3

Date: 25/07/2022

To,
Rajesh Karshanbhai Panara
02, Shree Govardhan Heights,
Banshi Park, Raiya Road,
Rajkot - 360007, Gujarat (India)
Email id: shaileshjadeja1996@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Electrical Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220712-3 dated 12/07/2022
2. Your acceptance letter dated 15/07/2022

Dear **Rajesh K. Panara**,

Following your application and subsequent interview with us on 11/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Electrical Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **25th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (IC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Rajesh Kavishambhai Panawala

Address: 02, Shree Govardhan Heights,
Bunshi Park, Rajiyu Road,
Rajkot

Mobile: 9979744374

Aadhar No.: 886960351593

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220725-3 Dated: 25/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 26/07/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Electrical Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Rajesh

Full Name (as per official records): Rajesh Kavishambhai Panawala

Countersigned by HOD

Panawala
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220728-2 /2022

Date: 28/07/2022

To,

Hetal Virajbhai Parmar

“ATMIYA”, 125 Kevalam Residency,
Pushkardham Main Road, Kalawad Road,
Rajkot – 360006 (Gujarat-India).
Email – hetalchauhan153@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** – reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220726-1 dated: 26/07/2022
2. Your acceptance letter dated 14/02/2022

Dear **Hetal V. Parmar**,

Following your application and subsequent interview with us on 25/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Microbiology**, Faculty of **Science**, Atmiya University, and Rajkot from **28th July, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a two **years** probation period. The authority, if necessary, may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

9. You will not take part in political activities.
10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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12. Your behavior with colleagues and the entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (VC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot

Page 2 of 3





Joining Report

From,

Name: Hetal Virajbhai Parmar

Address: 'ATMIYA', 125 Kevalam Residency,
Pushkardham main Road,
Kalawad Road Rajkot-360006

Mobile: 8511564011

Aadhar No.: 660950808463

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AV/HR/Appt/AP/220725-2/2022 Dated: 28/07/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 28/07/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department microbiology,
4. Faculty Faculty of Science
5. Appointment Type : Adhoc / Regular / On Probation ✓

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Hetal

Full Name (as per official records): Hetal Virajbhai Parmar

Countersigned by HOD

for office use only

Countersigned by Dean

Pareek
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220801-7/2022

Date: 01/08/2022

To,
Aarjav Pinara,
501, Dwarkesh Apartment,
J D Pathak Plot Main Road,
Rajkot - 360004 (Gujarat, India)
Email id: pinaraaarjav@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Biotechnology**
Faculty of Science, Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220801-3/2022 dated: 01/08/2022
2. Your acceptance letter dated 01/08/2022

Dear, **Aarjav Pinara,**

Following your application and subsequent interview with us on **23/07/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Biotechnology**, Faculty of **Science**, Atmiya University, and Rajkot from **01st August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 17047)
Grade Pay	5400
DA (40%)	8979
HRA (20%)	4489
Other Allowances	1140
Gross Salary	Rs. 37055/- (Rupees Thirty Seven Thousand Fifty Five only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (U/E)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Aaryav Pinara

Address: 501, DWARKESH Apartment,
JD Pathak Plot Main Road,
Rajkot - 360004

Mobile: 9427159958

Aadhar No.: 784893346647

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220801-7/2022 Dated: 01/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/08/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Biotechnology
4. Faculty : Science
5. Appointment Type : Adhoc/Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Aaryav Pinara

Full Name (as per official records): Aaryav Pinara

Countersigned by HOD

[Signature]
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220801-10/2023

Date: 01/08/2022

To,

Dr. Bhavin B. Dhaduk

D- 2, Flat-101 Sadguru Colony

Kalawad Road, Rajkot -360005 (Gujarat)

Email id: dr.bhavindhaduk@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor - SS** in Department of **Chemistry**
Faculty of Science, Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP-SS/220730-9/2023 dated: 30/07/2022
2. Your acceptance letter dated 01/08/2022

Dear **Dr. Bhavin B. Dhaduk**,

Following your application and subsequent interview with us on 28/12/2022 on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Chemistry**, Faculty of **Science**, Atmiya University, and Rajkot from **01st August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **Two years** probation period. The authority, if necessary may extend the probation period. After completion of the first your performance will be reviewed as per the annual appraisal process at the University for the Revision of salary.
2. You shall be fixed in the pay band of Rs. **15600-39100**. The salary at the time of appointment shall be as follows:-

Basic Pay	15600-39100 (with Basic Pay 20355)
Grade Pay	6600
DA (40%)	10782
HRA (20%)	5391
Other Allowance	1140
Gross Salary	Rs. 44268/- (Rupees Forty Four Thousand Two Hundred Sixty-Eight only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Physics, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Dr. Bhavin B. Dhaduk

Address: D-2, Flat-101 Sadguru Colony
Kalawad Road, Rajkot -
360005

Mobile: 99095 79977

Aadhar No.: 702953220015

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220801-10/2023 **Dated:** 01/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/08/2022 FN/AN Verified by HR
2. Designation : Assistant Professor
3. Department : Chemistry
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Bhavin

Full Name (as per official records): Dr. Bhavin B. Dhaduk

Countersigned by HOD

Countersigned by Dean

for office use only

Puresh
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220801-3

Date: 01/08/2022

To,

Ankita Saurabh Arora

"11-12/2, Saurabh residency,
R K Nagar Main Road, Kalawad Road",
Rajkot - 360005, Gujarat (India)
Email id: ankitab94@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Sci. & IT, Faculty of Science at Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220728-6 dated 28/07/2022
2. Your acceptance letter dated 01/08/2022

Dear **Ankita S. Arora,**

Following your application and subsequent interview with us on 25/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Sci. & IT**, Faculty of **Science**, Atmiya University, Rajkot from **01st August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (IC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Ankita Sanubh Anand

Address: "11 - 72/2, Sanubh Residency,
R K Nargum Main Road, Kalawad
Road", Rajkot

Mobile: 8875005775

Aadhar No.: 724882948339

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220801-3 Dated: 01/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/08/2022 FN / AN Verified by HR
2. Designation : ASSISTANT PROFESSOR
3. Department : COMPUTER SCI. & IT
4. Faculty : SCIENCE
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Ankita

Full Name (as per official records): Ankita Sanubh Anand

Countersigned by HOD


HR

for office use only

Countersigned by Dean


Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220801-3

Date: 01/08/2022

To,
Falguni Mukeshbhai Barad
Jay balaji, 1 Patel park, Mayani Chowk,
Opp. Backbone shopping center,
Rajkot - 360001, Gujarat (India)
Email id: falgunibarad09@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Sci. & IT, Faculty of Science at Atmiya University, Rajkot - reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220729-5 dated 29/07/2022
2. Your acceptance letter dated 01/08/2022

Dear **Falguni M. Barad**,

Following your application and subsequent interview with us on 26/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Sci. & IT**, Faculty of **Science**, Atmiya University, Rajkot from **01st August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a **two years** probation period. The authority, if necessary, may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and the entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Falguni Mukeshbhai Bawad

Address: Jay balaji, 1 Patel pavilla,
Malyani chowki, Opp. Beekbone
Shopping Centre, Rajkot

Mobile: 9408252816

Aadhar No.: 781976529664

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220801-3 Dated: 01/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

- | | | | |
|---------------------|---|---------|----------------|
| 1. Date of Joining | : <u>01/08/2022</u> | FN / AN | Verified by HR |
| 2. Designation | : <u>Assistant Professor</u> | | |
| 3. Department | : <u>Computer Sci. & IT.</u> | | |
| 4. Faculty | : <u>Science</u> | | |
| 5. Appointment Type | : <u>Adhoc / Regular / On Probation</u> | | |

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Falguni

Full Name (as per official records): Falguni Mukeshbhai Bawad

Countersigned by HOD

Puresh
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220801-2/2022

Date: 01/08/2022

To,
Sheetal Umeshbhai Dave
2 Harsiddhidham Society,
Nr. Sterling Hospital 150 Feet Ring Road,
Rajkot - 360007 (Gujarat) India.
Email id: Sheetal.id7@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Science** Faculty of Science, Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220706-4/2022 dated: 06/07/2022
2. Your acceptance letter dated 01/08/2022

Dear, **Sheetal U. Dave,**

Following your application and subsequent interview with us on **28/06/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Science**, Faculty of Science, Atmiya University, and Rajkot from **01st August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the



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said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.

11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (AC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of English, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Sheetal Umeshbhai Dave

Address: 2 Hansiddhidham Society,
N.S. Sterling Hospital, 150 Ft. Ring
Road, Rajkot-360007

Mobile: 9727230993

Aadhar No.: 601358504215

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220801-2/2022 Dated: 01/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/08/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Science
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Sheetal

Full Name (as per official records): Sheetal Umeshbhai Dave

Countersigned by HOD

for office use only

Countersigned by Dean

P. Verma
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220801-1

Date: 01/08/2022

To,

Sonaliben Mansukhlal Thoriya
At: Kantipur, Ta. & Dist. - Morbi,
Morbi - 363641, Gujarat (India)
Email id: smthoriya31@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Application, Faculty of Science at Atmiya University, Rajkot - reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220726-2 dated 26/07/2022
2. Your acceptance letter dated 28/07/2022

Dear **Sonaliben M. Thoriya**,

Following your application and subsequent interview with us on 25/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, Rajkot from **01st August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

Page 3 of 3

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Joining Report

From,

Name: Sonaliben Mansukhlal Thoriya

Address: At : Kantipura, Tal. & Dist. - Moubi,
Moubi

Mobile: 6354903411

Aadhar No.: 486799726442

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220801-1 Dated: 01/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/08/2022 FN / AN Verified by HR
2. Designation : ASSISTANT PROFESSOR
3. Department : COMPUTER APPLICATION
4. Faculty : SCIENCE
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Sonali

Full Name (as per official records): Sonaliben Mansukhlal Thoriya

Countersigned by HOD

Pareek
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220801-5/2022

Date: 01/08/2022

To,

Disha Jitendrabhai Chhatbar

404, Shivam Apartment,

B/H Gokul Mathura Apartment,

Ayodhya Chowk, 150 Feet Ring Road,

Rajkot - 360006(Gujarat) India.

Email id: chhatbardishal@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **English** Faculty of Humanities & Social Sciences, Atmiya University, Rajkot - reg

Ref: 1. Our offer letter no. AU/HR/OL/AP/220728-4/2022 dated: 28/07/2022
2. Your acceptance letter dated 01/08/2022

Dear **Disha J. Chhatbar**,

Following your application and subsequent interview with us on **31/07/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **English**, Faculty of **Humanities & Social Sciences**, Atmiya University, and Rajkot from **01st August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of English, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Disha Jitendraabhai Chhatbar

Address: 404, Shivam Apartment, Ayodhya Chowk, 150 Feet Ring Road, B/H Gokul Mathura Apartment, Rajkot - 360006

Mobile: 8460428306

Aadhar No.: 346505572524

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/2208015/2022 Dated: 01/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 01/08/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : English
4. Faculty : Faculty of Humanities & Social Sciences,
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Disha

Full Name (as per official records): Disha Jitendraabhai Chhatbar

Countersigned by HOD

Pooja
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220822-2

Date: 02/08/2022

To,

Dr. Vidhi Mukeshbhai Zala

9, Stuti Apartment, 3rd Floor, 3, Laxmiwadi,

Canal Road, Rajkot, Gujarat (India)

Email id: vzala133@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Commerce**, Faculty of **Business & Commerce** at Atmiya University, Rajkot – reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220725-1 dated: 25/07/2022
2. Your acceptance letter dated 01/08/2022

Dear **Dr. Vidhi M. Zala**,

Following your application and subsequent interview with us on 22/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Commerce**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **02nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Dr. Vidhi Mukeshbhai Zala

Address: 9, Stuti Apartment, 3rd Floor,
3, Laxmiwadi, Canal Road,
Rajkot

Mobile: 8460211749

Aadhar No.: 989169201135

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220822-9 Dated: 02/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 02/08/2022 FN / AN Verified by HR
2. Designation : ASSISTANT PROFESSOR
3. Department : COMMERCE
4. Faculty : BUSINESS & COMMERCE
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Vidhi

Full Name (as per official records): Vidhi Mukeshbhai Zala

Countersigned by HOD

for office use only

Countersigned by Dean

HR

Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220803-8

Date: 03/08/2022

To,

Jhanvi Dipakbhai Rajyaguru

Sarkari Karmachari Society -7

Behind Amruta Hospital,

Rajkot - 360007, Gujarat (India)

Email id: jdrajyaguru1429@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Application, Faculty of Science at Atmiya University, Rajkot - reg.

- Ref.: 1. Our offer letter no. AU/HR/OL/AP/220802-4 dated 02/08/2022
2. Your acceptance letter dated 03/08/2022

Dear **Jhanvi D. Rajyaguru,**

Following your application and subsequent interview with us on 01/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, Rajkot from **03rd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Jhanvi Dipakbhai Rajyaguru

Address: Sankarshi Karamchahi Society - 7
Behind Amruta Hospital,
Rajkot

Mobile: 9737855496

Aadhar No.: 996198326357

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/ Appt /AP/220803-8 **Dated:** 03/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 03/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Jhanvi

Full Name (as per official records): Jhanvi Dipakbhai Rajyaguru

Countersigned by HOD

Poojesh
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





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Vogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/Prof/220803-1

Date: 03/08/2022

To,

Rajeev Sangal

74, Jal Enclave, Silver Spring Township,
Phase I, Nayta Mundla, By Pass AB Road,
Indore-452020 (MP)

Email id: sangal@iiiit.ac.in

Sub: Appointment Order - Faculty Position as **Professor** in Department of **Computer Engineering**, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/Prof/220727-3 dated: 27/07/2022
2. Your acceptance letter dated 30/07/2022

Dear **Rajeev Sangal**,

Following your application and subsequent interview with us on 26/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Professor** in the Department of **Computer Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **03rd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 37400
Grade Pay	Rs. 9000
DA (105%)	Rs. 48720
HRA (20%)	Rs. 9280
Other Allowances	Rs. 1140
Sub Total	Rs. 105540
Dean/Director Allowances	Rs. 30000
Gross Salary	Rs. 135540/- (Rupees One Lakh Thirty Five Thousand Five Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.



Page 1 of 2

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8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Rajeev Sangal

Address: 74, Jal Enclave, Silver Spring

Township, Phase 1, Nayta Mundla,

By Pass AB Road, Indore-452020

Mobile: _____

Aadhar No.: _____

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/Prat/220503-1 Dated: 03/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 03/08/2022 FN / ~~AN~~ Verified by HR
2. Designation Professor
3. Department Computer Engineering
4. Faculty Faculty at Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Rajeev Sangal

Full Name (as per official records): Rajeev Sangal

Countersigned by HOD

Countersigned by Dean

for office use only

HR

Registrar/Dy Registrar





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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Aspt/Asso.P/220803-3

Date: 03/08/2022

To,

Dr. Rashmi Agarwal

Sai Krupa, AA-17, Aalap Avenue,

University Road, Rajkot – 360005, Gujarat (India)

Email id: rashmi23@bu.edu

Sub: Appointment Order - Faculty Position as **Associate Professor** in Department of Computer Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/Asso.P/220726-2 dated: 26/07/2022
2. Your acceptance letter dated 27/07/2022

Dear **Dr. Rashmi Agarwal**,

Following your application and subsequent interview with us on 25/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Associate Professor** in the Department of **Computer Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **03rd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to a **one year** probation period. The authority, if necessary, may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the Revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000** with Grade Pay of Rs. **8000/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Basic Pay	37400-67000 (with Basic Pay: 37400)
Grade Pay	8000
DA (40%)	18160
HRA (20%)	9080
Other Allowances	1140
Gross Salary	73780/- (Rupees Seventy Three Thousand Seven Hundred Eighty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and the entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (w/c)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: DR RASHMI AGARWAL

Address: Sai Krupa, AA-17,
Atap Avenue, University Road,
Rajkot - 360005.

Mobile: 9879573739

Aadhar No.: _____

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPE/ASSO.P/220803-3 Dated: 03/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 03/08/2022 FN / AN Verified by HR
2. Designation : Associate Professor
3. Department : Computer Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Rashmi Agarwal

Full Name (as per official records): Dr. Rashmi Agarwal

Countersigned by HOD

Pusvak

HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220803-4

Date: 03/08/2022

To,

Dolly Rajeshbhai Raja
Giriraj Krupa,
Railway Station Road,
JamJodhpur, Gujarat (INDIA)
Email id: dollyraja01@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220726-3 dated: 26/07/2022
2. Your acceptance letter dated 03/08/2022

Dear **Dolly R. Raja**,

Following your application and subsequent interview with us on 25/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Engineering**, Faculty of **Engineering & Technology**, Atmiya University, and Rajkot from **03rd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Dolly Rajeshbhai Raja
Address: Gioraj Krupa, Railway
Station Road, Jamjodhpur

Mobile: 8849858621

Aadhar No.: ~~8849~~ 352488115737

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220803-4 Dated: 03/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 03/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Raja Dolly

Full Name (as per official records): Dolly Rajeshbhai Raja

Countersigned by HOD

for office use only

Countersigned by Dean

Purohit
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/AUFPS/220804-1

Date: 04/08/2022

To,

Aayushi Agarwal Bansal

201, B.P.C.L., Officers Apartment,

Jyoti Nagar, Ghanshyam Nagar,

Rajkot - 360004 (Gujarat, INDIA)

Email id: aayushi0709@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** – reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220723-1 dated: 23/07/2022

2. Your acceptance letter dated 02/08/2022

Dear **Aayushi Agarwal Bansal**,

Following your application and subsequent interview with us on 08/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Pharmacy**, Faculty of **Paramedical Sciences**, Atmiya University, Rajkot from **04th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Aayushi Agarwal Bansal

Address: 207, B.P.C.L., Officers Apt,
Jyoti Nagar, Chanshyam
Nagar, Rajkot - 360004

Mobile: 8909465863

Aadhar No.: 496673252947

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AO/HR/Appt/AP/ADFPS/220804-7 Dated: 04/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 04/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Pharmacy
4. Faculty : Paramedical Sciences
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Aayushi

Full Name (as per official records): Aayushi Agarwal Bansal

Countersigned by HOD

Countersigned by Dean

for office use only

Pursh
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220805-4/2022

Date: 05/08/2022

To,

Foram Lakhani

Gurukrupa, L-39 Street No.8,
Amin Marg, Gujarat Housing Board,
Rajkot-360001

Email id: foram lakhani@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Science & IT** Faculty of Science, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220803-19/2022 dated: 03/08/2022
2. Your acceptance letter dated 05/08/2022.

Dear, **Foram Lakhani,**

Following your application and subsequent interview with us on **30/07/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Science & IT**, Faculty of **Science**, Atmiya University, and Rajkot from **05th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
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9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Fouzan Lakhani

Address: Gubrukupet, I-39 Street No.

8, Amin Marg, Gujarat

Housing Board, Rajkot

Mobile: 7069322591

Aadhar No.: 212474544177

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220805-4/2022 Dated: 05/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 05/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer science & IT
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Fouzan

Full Name (as per official records): Fouzan Lakhani

Countersigned by HOD

for office use only

Countersigned by Dean

Pooresk
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220805-4

Date: 05/08/2022

To,

Krina Bhaveshbhai Masharu

Block No. 203, Sun Pride Appartment,
Patel Chowk,

Nr. Nageshwar Jain Derasar,

Rajkot, Gujarat - 360006 (India).

Email id: krinamashru7890@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220803-3 dated 03/08/2022
2. Your acceptance letter dated 04/08/2022

Dear **Krina B. Masharu**,

Following your application and subsequent interview with us on 02/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **05th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Kavina Bhaveshbhai Meshwari

Address: Block NO. 203, Sun Pride Appart.
Patel Chowk,

N.M. Nageshwari Jain Dehalsani, Rajkot

Mobile: 8347880052

Aadhar No.: 589792495421

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/ Appt / AP/220805 -4 Dated: 05/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 05/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Kavina

Full Name (as per official records): Kavina Bhaveshbhai Meshwari

Countersigned by HOD

for office use only

Countersigned by Dean

P. Patel
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220806-1

Date: 06/08/2022

To,

Nisha Mukeshbhai Vadodariya

“Shri Chamunda Krupa”, Block No. 64,

Amrut Tenament, B/h Yash Complex,

Gandhigram, 150 Ft Ring Road,

Rajkot - 360007, Gujarat (INDIA)

Email id: nishavadodariya1999@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220718-5 dated: 18/07/2022

2. Your acceptance letter dated 21/07/2022

Dear **Nisha M. Vadodariya**,

Following your application and subsequent interview with us on 14/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **06th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Nisha Mukeshbhai Vadodaniya

Address: "Shri Chamunda Krupa", Block
No. 64, Amrut Tancment, B/h Yash
Complex, Gandhigram, Rajkot

Mobile: 7698749565

Aadhar No.: 205700927434

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220806-1 Dated: 06/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 06/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc/ Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Nisha

Full Name (as per official records): Nisha Mukeshbhai Vadodaniya

Countersigned by HOD

Countersigned by Dean

for office use only

P. K. Patel
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/AUFPS/220808-1

Date: 08/08/2022

To,

Shikha Thakur

V.P.O Charara Teh. Bangana

Distt Una Bangana,

Rajkot - 174307 (Gujarat, INDIA)

Email id: st461995@gmail .com

Sub: Appointment Order - Faculty Position as **Assistant Professor** – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220822-1 dated: 02/08/2022

2. Your acceptance letter dated 03/08/2022

Dear **Shikha Thakur,**

Following your application and subsequent interview with us on 01/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Pharmacy**, Faculty of **Paramedical Sciences**, Atmiya University, Rajkot from **08th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
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Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

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8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

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Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Shikha Thakur

Address: V.P.O Chavunda Teh. Bungeni
Distt Una Bungeni,
Rajkot

Mobile: 7876089949

Aadhar No.: 892744111805

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/AUEPS/220808-1 Dated: 08/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 08/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Pharmacy
4. Faculty : Paramedical Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Shikha

Full Name (as per official records): Shikha Thakur

Countersigned by HOD

for office use only

Countersigned by Dean


HR


Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220812-6

Date: 12/08/2022

To,

Jahanvi Yogeshbhai Bhatt

'Abhishek', 38A, Natraj Nagar-1, Uni. Road,

Rajkot - 360005, Gujarat (India)

Email id: bhattjahnvi@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Sci. & IT, Faculty of Science at Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220729-8 dated 29/07/2022

2. Your acceptance letter dated 01/08/2022

Dear **Jahanvi Y. Bhatt**,

Following your application and subsequent interview with us on 26/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Sci. & IT**, Faculty of **Science**, Atmiya University, Rajkot from **12th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (AC)

Copy to:

1. Hon`ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon`ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Jahanvi Yogeshbhai Bhatt

Address: 'Abhishek', 38/A, Natraj Nagar - 1
Uni. Road, Rajkot - 360005

Mobile: 7698152607

Aadhar No.: 372481619116

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220412-6 Dated: 12/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 12/08/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department Computer sci. & IT
4. Faculty Faculty of Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Jahanvi Bhatt

Full Name (as per official records): Jahanvi Yogeshbhai Bhatt

Countersigned by HOD

Poojesh

HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220812-3

Date: 12/08/2022

To,

Saloni Satyajeet Chauhan

03, Dhananjay Flats, Nr. Suncity Flats,

Sadhu Vaswani Road,

Rajkot - 360005, Gujarat (India)

Email id: salonic0203@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Sci. & IT, Faculty of Science at Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220813-6 dated 13/08/2022

2. Your acceptance letter dated 12/08/2022

Dear **Saloni S. Chauhan**,

Following your application and subsequent interview with us on 11/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Sci. & IT**, Faculty of **Science**, Atmiya University, Rajkot from **12th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Saloni Satyajeeet Chayhan

Address: 03, Dhanjay Flats, Nr. Suncity Flats,
Sadhya Vaswani Road,
Rajkot - 360005

Mobile: 6353993508

Aadhar No.: 788540333609

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/AR/220812-3 Dated: 12/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 12/08/2022 FN / AN Verified by HR
2. Designation Assistant Professor
3. Department computer sci. & IT
4. Faculty Faculty of Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Saloni

Full Name (as per official records): saloni satyajeeet chayhan

Countersigned by HOD

Countersigned by Dean

for office use only

Prevesh
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220812-4 /2022

Date: 12/08/2022

To,

Dr. Monika

Flat No 102, Block C

Savaan Sapphire, Street No. 4,

Rajkot - 360007

Email id: monikaswami06@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Application** Faculty of Science, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220810-3 dated: 10/08/2022
2. Your acceptance letter dated 12/08/2022

Dear, **Dr. Monika**,

Following your application and subsequent interview with us on **08/08/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, and Rajkot from **12th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34,740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot


Registrar (IC)



Page 2 of 2





Joining Report

From,

Name: Dr. Monika

Address: Flat No 102, Block C,

Savaan Sapphire, Street
No. 4, Rajkot - 360007

Mobile: 94166951402

Aadhar No.: 566398447567

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220812-4/2022 Dated: 12/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 12/08/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Monika

Full Name (as per official records): Dr. Monika

Countersigned by HOD

Pareek
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/Prof/220812-1

Date: 12/08/2022

To,

Dr. Gopal Sharma

801, Samarthya Heights,

Anand Nagar,

Ahmedabad, Gujarat (India)

Email id: dr.gopalsharma0203@gmail.com

Sub: Appointment Order - Faculty Position as **Professor** in Department of Management, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.

Ref: 1. Our offer letter no. AU/HR/OL/Prof/220810-3 dated: 10/08/2022

2. Your acceptance letter dated 12/08/2022

Dear **Dr. Gopal Sharma,**

Following your application and subsequent interview with us on 08/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **12th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 37400
Grade Pay	Rs. 9000
DA (105%)	Rs. 48720
HRA (20%)	Rs. 9280
Other Allowances	Rs. 1140
Sub Total	Rs. 105540
Dean/Director Allowances	Rs. 30000
Gross Salary	Rs. 135540/- (Rupees One Lakh Thirty Five Thousand Five Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.

Page 1 of 2

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ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot





Joining Report

From,

Name: Dr. Gopal Shukma

Address: 801, Sarnath Heights,
Ancind Nagar,
Ahmedabad

Mobile: 6353513956

Aadhar No.: 432419809454

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/PURD/220812-1 Dated: 12/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 12/08/2022 FN / AN Verified by HR
2. Designation : PROFESSOR
3. Department : Management
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Gopal Shukma

Full Name (as per official records): Gopal Shukma

Countersigned by HOD

for office use only

Countersigned by Dean

P. Patel
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/Asso.P/220812-3

Date: 12/08/2022

To,

Dr. Reva Prasad Mishra
117-C Special Gandhinagar,
Indore (M.P.)-452005
Email id: mishrareva@gmail.com

Sub: Appointment Order - Faculty Position as **Associate Professor** in Department of **Management**, Faculty of **Business & Commerce** at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/Asso.P/220810-4 dated: 10/08/2022
2. Your acceptance letter dated 12/08/2022

Dear **Dr. Reva Prasad Mishra**,

Following your application and subsequent interview with us on 08/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Associate Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **12th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000** with Grade Pay of Rs. **8000/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Basic Pay	37400-67000 (with Basic Pay: 37400)
Grade Pay	8000
DA (40%)	18160
HRA (20%)	9080
Other Allowances	1140
Gross Salary	73780/- (Rupees Seventy Three Thousand Seven Hundred Eighty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Reva Pooasad Mishra

Address: 117 - C Special Gandhinagar,
Indore (M.P.) - 452005

Mobile: 7999422242

Aadhar No.: 269972074593

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AS50.P/220812-3 Dated: 12/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 12/08/2022 FN / AN Verified by HR
2. Designation : Associate Professor
3. Department : Management
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc/ Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Reva

Full Name (as per official records): Reva Pooasad Mishra

Countersigned by HOD

To
HR

for office use only



Countersigned by Dean

[Signature]
Registrar/Dy Registrar



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220812-4

Date: 12/08/2022

To,

Chandni Shashikantbhai Soneji
B/305, Shivsagar Apartment,
B/H Holy Redeemer School,
Yogirajnagar, Ayodhya Chowk,
150ft Ring Road, Rajkot, Gujarat (India)
Email id: chandnisoneji0912@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Management, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220725-1 dated: 25/07/2022
2. Your acceptance letter dated 12/08/2022

Dear **Chandni S. Soneji**,

Following your application and subsequent interview with us on 22/07/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **12th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Chandni Shashikantbhai Soneji

Address: B/305, Shivsagar Apartment
B/H Holy Redeemer School,
Yogidham Gurukul, Rajkot

Mobile: 9106935897

Aadhar No.: 333071729970

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AUIHR/APPT/AP/220812-4 Dated: 12/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 12/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Management
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Chandni

Full Name (as per official records): Chandni Shashikantbhai Soneji

Countersigned by HOD

Countersigned by Dean

for office use only

Jinab
HR

[Signature]
Registrar/Dy Registrar





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(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220812-4

Date: 12/08/2022

To,

Purvaben Ebhalbhai Makwana

302-B, Panchnath Complex,

Nr. K. K. V. Hall,

Rajkot, Gujarat (India)

Email id: purvabamakwana@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Management, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220810-2 dated: 10/08/2022
2. Your acceptance letter dated 12/08/2022

Dear **Purvaben E. Makwana,**

Following your application and subsequent interview with us on 08/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **12th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (IC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: PURVABEN EBHALBHAI MAKKIANA

Address: 302-B, PANCHNATH COMPLEX,
NR. K. K. V. HALL, RAJKOT

Mobile: 9879370044

Aadhar No.: 363033927644

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/1A/1220812-4 Dated: 12/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 12/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Management
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Purvaben

Full Name (as per official records): Purvaben Ebhalbhai Makkiana

Countersigned by HOD

Purvesh

HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/230813-6/2022

Date: 13/08/2022

To,

Dr. Sanjay Dhanjibhai Hadiyal

Madhapar, Street No. 25 Main Road 2

Morbi - 363641 (Gujarat)

Email id: drsanjayhadiyal@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Chemistry**, Faculty of **Science**, Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220810-3/2022 dated: 10/08/2022

2. Your acceptance letter dated 13/08/2022

Dear **Dr. Sanjay D. Hadiyal**,

Following your application and subsequent interview with us on 08/08/2022 on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Chemistry**, Faculty of **Science**, Atmiya University, and Rajkot from **13rd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities



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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
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15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
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17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of English, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Dr. Sanjay Dhanjibhai Hadiyal

Address: Madhapar, Street NO. 25 main
Road - 2, Morbi - 363641

Mobile: 9033375777

Aadhar No.: 535553059820

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/23051376/2022 Dated: 13/06/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 13/8/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department Chemistry
4. Faculty Faculty of Science
5. Appointment Type : Adhoc / Regular / On Probation ✓

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: S.D. Hadiyal

Full Name (as per official records): Dr. Sanjay Dhanjibhai Hadiyal

Countersigned by HOD

Puregk

HR

for office use only



Countersigned by Dean

[Signature]
Registrar/Dy Registrar



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220813-4

Date: 13/08/2022

To,

Anjali Maheshbhai Gohel

At: Keshod, Gujarat (INDIA).

Email id: amgohel111@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Commerce, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220810-2 dated: 10/08/2022

2. Your acceptance letter dated 11/08/2022

Dear **Anjali M. Gohel**,

Following your application and subsequent interview with us on 08/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Commerce**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **13th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
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8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.

Page 1 of 2





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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (IC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot

Page 2 of 2





Joining Report

From,

Name: Anjali Maheshbhai Gohel

Address: At: Keshad, Gujarat

Mobile: 7567692742

Aadhar No.: 633225303651

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220813-4 Dated: 13/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 13/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Commerce
4. Faculty : Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: [Signature]

Full Name (as per official records): Anjali Maheshbhai Gohel

Countersigned by HOD

[Signature]
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220813-3

Date: 13/08/2022

To,
Dr. Nirali Shaileshbhai Gathani
"Zaveri", 201, 9/17 Karanpara,
Behind Bus Stand,
Near Karanpara Chowk,
Above Bajrang Textile.
Rajkot - 360001, Gujarat (India)
Email id: niraligathani2804@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Commerce, Faculty of Business & Commerce at Atmiya University, Rajkot - reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/220810-1 dated: 10/08/2022
2. Your acceptance letter dated 13/08/2022

Dear **Dr. Nirali S. Gathani**,

Following your application and subsequent interview with us on 08/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Commerce**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **13th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.

Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (AC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Dean, Faculty of Business & Commerce, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot

Page 2 of 2





Joining Report

From,

Name: Dr. Nirali Shaileshbhai Gyathani

Address: 'Zaveri' 201, 9/17 Kavanpara,
Behind Bus stand, Near Karanpara
Chowk, Above Bajrang Textile
Rajkot - 360001

Mobile: 9408729087

Aadhar No.: 552400074858

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AV/HR/APP/AP/220813-3 Dated: 13/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 13/08/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department Commerce
4. Faculty Faculty at Business & Commerce
5. Appointment Type : Adhoc / Regular / On Probation ✓

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature:

Full Name (as per official records): Dr. Nirali Shaileshbhai Gyathani

Countersigned by HOD

HR

for office use only

Countersigned by Dean

Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP-SG/220822-6/2022

Date: 22/08/2022

To,

Dr. Krishna Kuldip Joshi

Sanjay Vatika Street No. 2,

Neel's City, Saurashtra University Road,

Rajkot -360005 (Gujarat)

Email id: krishnaonline06@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor - SG** in Department of Microbiology Faculty of Science, Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220810-1/2022 dated: **Date:** 10/08/2022

2. Your acceptance letter dated 22/08/2022

Dear **Dr. Krishna K. Joshi**,

Following your application and subsequent interview with us on 09/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor - SG** in the Department of **Microbiology**, Faculty of **Science**, Atmiya University, and Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **7600/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 22909)
Grade Pay	7600
DA (40%)	12203
HRA (20%)	6102
Other Allowances	1140
Gross Salary	49954/- (Rupees Forty Nine Thousand Nine Hundred Fifty-Four only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
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17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (R/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Microbiology, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot





Page 2 of 2





Joining Report

From,

Name: Dr. Krishna K. Joshi

Address: Sanjay Vatika, Street-2
opposite - "Kuldari Krupa"
Neel's city club - RAJKOT-360005

Mobile: 7800055673

Aadhar No.: 6232 5325 9333

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/1AP/220822-6/2022 **Dated:** 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

- | | | | |
|---------------------|---|-------|----------------|
| 1. Date of Joining | : <u>22/08/2022</u> | FN/AN | Verified by HR |
| 2. Designation | : <u>Assistant Professor - Sr</u> | | |
| 3. Department | : <u>Microbiology</u> | | |
| 4. Faculty | : <u>Science</u> | | |
| 5. Appointment Type | : <u>Adhoc / Regular / On Probation</u> | | |

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: [Signature]

Full Name (as per official records): Dr. Krishna Kuldip Joshi

Countersigned by HOD

[Signature]
HR

for office use only



Countersigned by Dean

[Signature]
Registrar/Dy Registrar



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No: AU/HR/APPT/AP/220822-4/2022

Date: 22/08/2022

To,

Leena Sheth

A-104, Padmavati Appt. Bharat Van,

Santosh Park, B/h. Selash Hospital,

Rajkot - 360007(Gujarat-India).

Email - leenasheth16@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** - reg.

Ref: 1. Our offer letter no. AU/HR/OL/ AP/220809-3 Date: 09/08/2022

2. Your acceptance letter dated 22/08/2022

Dear **Leena Sheth**,

Following your application and subsequent interview with us on **06/08/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Microbiology**, Faculty of **Science**, Atmiya University, and Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (i/c)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2

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Joining Report

From,

Name: Leena Sheth

Address: A-104, Padmavati Appt.
Bhasat Van, Santosh Park,
B/h. Salash Hos. Rajkot - 360007

Mobile: 8989125332

Aadhar No.: 452917771733

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220822-4/2022 Dated: 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 22/08/2022 FN/AN Verified by HR
2. Designation : Assistant Professor
3. Department : Microbiology
4. Faculty : Science
5. Appointment Type : Adhoc/Regular/On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Leena Sheth

Full Name (as per official records): Leena Sheth

Countersigned by HOD

Heeverk
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220822-3/2022

Date: 22/08/2022

To,
Dr. Raksha Vinay Talmale
36 Yogeshwar Park 2,
B/H Akaswani Chowk, Sau.Uni. Road,
Rajkot -360005 (Gujarat India)
Email id: rakbawankar@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Microbiology Faculty of Science, Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220809-4/2022 dated: **Date:** 09/08/2022
2. Your acceptance letter dated 22/08/2022

Dear **Dr. Raksha V. Talmale**,

Following your application and subsequent interview with us on 06/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Microbiology**, Faculty of **Science**, Atmiya University, and Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
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7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
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9. You will not take part in political activities.



Page 1 of 2





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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
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15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
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17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
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19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (AE)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Microbiology, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot





Page 2 of 2





Joining Report

From,

Name: Dr. RAKSHA VINAY TALMALE

Address: 36 Yogeshwar Park 2,
B/H Akaswani Chowk, Sau. Uni. Road
Rajkot - 360005 Gujarat India

Mobile: 9834147850

Aadhar No.: 86 11 57 39 6539

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220822-3/2022 **Dated:** 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 22/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Microbiology
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Raksha

Full Name (as per official records): RAKSHA VINAY TALMALE

Countersigned by HOD

for office use only

Countersigned by Dean

P. P. P. P.
HR

[Signature]
Registrar/Dy Registrar



From
Dr. Raksha Vinay Talmale
Assistant Professor
Microbiology Department-AITS
Atmiya University
Rajkot

Date: 10/12/2022

To,
The Registrar
Atmiya University
Rajkot

Subject: Request to change of name in university records-Reg.

Respected Sir

I submit to state that I am Dr. Raksha Vinay Talmale, joined as Assistant Professor (Employee No. 100864) at Microbiology Department, Atmiya University on 22 August 2022.

In my all-previous records in academics as well as in research my name entitled as "Raksha Ramkrishna Bawankar".

During my joining at Atmiya University my name as "Raksha Vinay Talmale" was registered in University Records as per my aadhar card.

At present I have updated my aadhar card from "Raksha Vinay Talmale" to "Raksha Ramkrishna Bawankar".

I request you to kindly update my name in the University Records.

Herewith I have attached my new updated Aadhar card.

Kindly consider this.

Thank You

Yours Sincerely

Raksha

Dr. Raksha Vinay Talmale
Assistant Professor
Microbiology Department-AITS
Rajkot

Date: 10/12/2022
Place: Rajkot

Email: raksha.talmale@atmiyauni.ac.in
Phone: +91-9834147850

Forwarded through
[Signature]
10/12/2022
HOD, Microbiology

Forward

[Signature]
12/11/22

(Date)





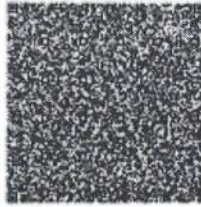
भारत सरकार
Government of India

भारतीय विशिष्ट ओळख प्राधिकरण
Unique Identification Authority of India

नोंदणी क्रमांक / Enrolment No.: 0000/00564/96567

To
रक्षा रामकृष्ण बावणकर
Raksha Ramkrishna Bawankar
1-904 Ganesh Genesis
Jagatpur Road
Gota
Chandodiya (Ahmedabad City)
Ahmedabad Gujarat - 382481
9834147850

Signature/DNA Verified
Digitally signed by Raksha Ramkrishna Bawankar
Unique Identification Authority of India
DN: cn=Raksha Ramkrishna Bawankar, o=UIDAI



आपला आधार क्रमांक / Your Aadhaar No. :

8611 5739 6539

VID : 9148 5011 5202 4696

माझे आधार, माझी ओळख



भारत सरकार
Government of India



Issue Date: 07/07/2015



रक्षा रामकृष्ण बावणकर
Raksha Ramkrishna Bawankar
जन्म तारीख/DOB: 08/03/1986
लिंग/ GENDER: FEMALE

8611 5739 6539

VID : 9148 5011 5202 4696

माझे आधार, माझी ओळख



Government of India



AADHAAR

माहिती

- आधार ओळखीचा पुरावा आहे नागरिकत्वाचा नाही
- सुरक्षित QR कोड / ऑफलाईन XML / ऑनलाईन प्रमाणीकरण वापरून ओळख सत्यापित करा.
- हे इलेक्ट्रॉनिक प्रक्रिये द्वारे तयार झालेले एक पत्र आहे.

INFORMATION

- Aadhaar is a proof of identity, not of citizenship.
- Verify identity using Secure QR Code/ Offline XML/ Online Authentication.
- This is electronically generated letter.

- आधार देयभरत वैध आहे
- आधार आपल्याला विविध सरकारी आणि खाजगी सेवा सुलभतेने घेण्यास मदत करते
- आपला मोबाइल नंबर आणि ईमेल आयडी आधारमध्ये अद्यावत ठेवा
- आपल्या स्मार्ट फोनमध्ये आधार घ्या - mAadhaar App वापरा

- Aadhaar is valid throughout the country.
- Aadhaar helps you avail various Government and non-Government services easily.
- Keep your mobile number & email ID updated in Aadhaar.
- Carry Aadhaar in your smart phone – use mAadhaar App.



भारतीय विशिष्ट ओळख प्राधिकरण
Unique Identification Authority of India



पत्ता:
अर्थ-१०४ गणेश जेनेसिस, जगतपुर रोड, गोंड, चंदादिया
(अहमदाबाद सिटी), अहमदाबाद,
गुजरात - ३८२४८१

Address:
1-904 Ganesh Genesis, Jagatpur Road, Gota,
Chandodiya (Ahmedabad City), Ahmedabad,
Gujarat - 382481



8611 5739 6539

VID : 9148 5011 5202 4696

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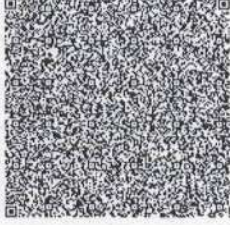
भारत सरकार
Government of India

भारतीय विशिष्ट ओळख प्राधिकरण
Unique Identification Authority of India

नोंदणी क्रमांक:/ Enrolment No.: 0000/00747/40170

To
रक्षा विनय तलमले
Raksha Vinay Talmale
N-304 Ganesh Genesis
Jagatpur Road
Gota
Chandlodiya (Ahmedabad City)
Ahmedabad Gujarat - 382481
9834147850

Signature Not Verified
Digitally signed by Raksha Vinay Talmale
Unique Identification Authority of India
Date: 2022.08.22 08:27:52
UTC



आपला आधार क्रमांक / Your Aadhaar No. :

8611 5739 6539
VID : 9133 4883 0743 8826

माझे आधार, माझी ओळख



भारत सरकार
Government of India



Issue Date: 07/07/2015



रक्षा विनय तलमले
Raksha Vinay Talmale
जन्म तारीख/DOB: 08/03/1986
महिला/ FEMALE

8611 5739 6539
VID : 9133 4883 0743 8826

माझे आधार, माझी ओळख



Government of India



माहिती

- आधार ओळखीचा पुरावा आहे नागरिकत्वाचा नाही
- सुरक्षित QR कोड / ऑफलाइन XML / ऑनलाइन प्रमाणीकरण वापरून ओळख सत्यापित करा.
- हे इलेक्ट्रॉनिक प्रक्रियेद्वारा तयार झालेले एक पत्र आहे.

INFORMATION

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- आधार देशभरात वैध आहे
- आधार आपल्याला विविध सरकारी आणि खाजगी सेवा सुलभतेने घेण्यास मदत करते
- आपला मोबाइल नंबर आणि ईमेल आयडी आधारमध्ये अद्यावत ठेवा
- आपल्या स्मार्ट फोनमध्ये आधार घ्या - mAadhaar App वापरा

- Aadhaar is valid throughout the country.
- Aadhaar helps you avail various Government and non-Government services easily.
- Keep your mobile number & email ID updated in Aadhaar.
- Carry Aadhaar in your smart phone – use mAadhaar App.



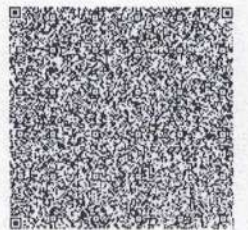
भारतीय विशिष्ट ओळख प्राधिकरण
Unique Identification Authority of India



पत्ता:
नंबर- ३०४ गणेश जेनेसिस, जगतपुर रोड, गोता, चांदलोडिया
(अहमदाबाद सिटी), अहमदाबाद,
गुजरात - 382481

Address:
N-304 Ganesh Genesis, Jagatpur Road, Gota,
Chandlodiya (Ahmedabad City), Ahmedabad,
Gujarat - 382481

Download Date: 07/07/2022



8611 5739 6539
VID : 9133 4883 0743 8826

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Raksha
22/08/2022





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220822-1

Date: 22/08/2022

To,

Rakshit Prafulbhai Vyas
C104, Parshwanath Heights,
Nr, Nageshwar Temple Jamnagar Road,
Rajkot – 360003, Gujarat (India)
Email id: rakshitvyas33@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Application**, Faculty of Science at Atmiya University, Rajkot – reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220818-2 dated 18/08/2022
2. Your acceptance letter dated 22/08/2022

Dear **Rakshit P. Vyas**,

Following your application and subsequent interview with us on 16/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.

Page 1 of 2

+91 281 2563445

admin@atmiyauni.ac.in

www.atmiyauni.ac.in





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot





Joining Report

From,

Name: Rakshit Prafulkhai Vyas

Address: C 104, Parshwanath Heights,
Nr. Nageshwar Temple, Jamnagar
Road, Rajkot - 360003.

Mobile: 9106998716

Aadhar No.: 294480698284

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220822-1 Dated: 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 22/08/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : Adhoc/Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Rakshit Vyas

Full Name (as per official records): Rakshit Prafulkhai Vyas

Countersigned by HOD

for office use only

Countersigned by Dean

Sina
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220822-5/2022

Date: 22/08/2022

To,

Dr. Ojas Mendrakumar Suroo
201, Samrajya 'H' 5-New CollegeWadi,
Opp. G.T. Sheth High School, Kalawad Road,
Rajkot -360005 (Gujarat) India.
Email id ojaselec@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Physics** Faculty of Science, Atmiya University, Rajkot - reg

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220819-6/2022 dated: 19/08/2022
2. Your acceptance letter dated 22/08/2022

Dear **Dr. Ojas M. Suroo**,

Following your application and subsequent interview with us on **17/08/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Physics**, Faculty of **Science**, Atmiya University, and Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 17047)
Grade Pay	5400
DA (40%)	8979
HRA (20%)	4489
Other Allowances	1140
Gross Salary	Rs. 37055/- (Rupees Thirty Seven Thousand Fifty Five only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.

Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of English, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot

Page 2 of 2





Joining Report

From,

Name: Dr. Ojas Mendrakumar Suroo

Address: 201, Samrajya 'H' 5 - New
College wadi, Opp. G.T. Sheth
High School, Kalawad Road, Rajkot-360005

Mobile: 9427893773

Aadhar No.: 549073771110

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220822-5/2022 Dated: 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 22/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Physics
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Ojas

Full Name (as per official records): Dr. Ojas Mendrakumar Suroo

Countersigned by HOD

Purosh

HR

for office use only

Countersigned by Dean

[Signature]

Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220822-4

Date: 22/08/2022

To,

Jinal Piyushbhai Domadia

101- Chandni Appartment,

36 – New Jagnath Plot,

Rajkot – 360001, Gujarat (INDIA)

Email id: jinaldomadia8@yahoo.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Management, Faculty of Business & Commerce at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220817-1 dated: 17/08/2022

2. Your acceptance letter dated 20/08/2022

Dear **Jinal P. Domadia**,

Following your application and subsequent interview with us on 16/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Jinul Piyushbhai Domadia

Address: 101 - Chandani Apartment,
36 - New Taignerth plot,
Rajkot - 360001, Gujarat

Mobile: 9429502467

Aadhar No.: 239375426203

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220822-4 Dated: 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining: : 22/08/2022 FN / AN Verified by HR
2. Designation : ASSISTANT PROFESSOR
3. Department : Management
4. Faculty : BUSINESS & COMMERCE
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Jinul

Full Name (as per official records): Jinul Piyushbhai Domadia

Countersigned by HOD

Countersigned by Dean

for office use only

Purvi
HR



[Signature]
Registrar/Dy Registrar



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/230822-10

Date: 22/08/2022

To,
Seema Vipul Vachhani
1301, Copper Sand 1-B, Nr. Vasant Vatika,
Beside Mavdi Rural Police Line,
Ambika Township, Rajkot - 360005, Gujarat (India).
Email id: seema.vachhani@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Electrical Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP-SG/220817-7 dated: 17/08/2022
2. Your acceptance letter dated 22/08/2022

Dear **Seema V. Vachhani**,

Following your application and subsequent interview with us on 16/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Electrical Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **15600-39100**. The salary at the time of appointment shall be as follows:-

Scale of Pay	Rs. 20354
Grade Pay	Rs. 7600
DA (40%)	Rs. 11182
HRA (20%)	Rs. 5591
Other Allowances	Rs. 1140
Gross Salary	Rs. 45866/- (Rupees Forty Five Thousand Eight Hundred Sixty Six only)

3. You shall present the originals and Submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Seema Vipul Vachhani

Address: 1301, Copper Sund 7-B, N.M.
Vasant Vatika, Mavdi Bypass
Police line, Rajkot

Mobile: 8956377011

Aadhar No.: 276650890608

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/230822-10 Dated: 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 22/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Electrical Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Seema Vachhani

Full Name (as per official records): Seema Vipul Vachhani

Countersigned by HOD

P. Verma

HR

for office use only



Countersigned by Dean

[Signature]
Registrar/Dy Registrar



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/AUFPS/220822-1

Date: 22/08/2022

To,

Reena Avichal Ughreja

113, Kevalam Residency,

Nr. Alap Century, Kalawad Road,

Rajkot - 360005 (Gujarat, INDIA)

Email id: reena.ughreja@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220811-2 dated: 11/08/2022

2. Your acceptance letter dated 13/08/2022

Dear **Reena A. Ughreja**,

Following your application and subsequent interview with us on 09/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Pharmacy**, Faculty of **Paramedical Sciences**, Atmiya University, Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

+91 281 2563445

admin@atmiyauni.ac.in

www.atmiyauni.ac.in





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Reena Avichal Ughreja

Address: 113, Keralam Residency,
Nr. Alap Century, Kalawad
Road, Rajkot - 360005

Mobile: 9409323414

Aadhar No.: 454684768963

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/AUEPS/220822-1 Dated: 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 22/08/2022 FN / AN Verified by HR
2. Designation : Assistant Professor
3. Department : Pharmacy
4. Faculty : Paramedical Sciences
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Reena

Full Name (as per official records): Reena Avichal Ughreja

Countersigned by HOD

for office use only

Countersigned by Dean

HR

Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220822-5/2022

Date: 22/08/2022

To,

Ms. Geeta Manapuram

Studio Apartment, Block No. 3 Infocity,
Gandhinagar -360545 (Gujarat India).

Email id: mgeetacug@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **English** Faculty of Humanities & Social Sciences, Atmiya University, Rajkot - reg

Ref.: 1. Our offer letter no. AU/HR/OL/AP/220728-6/2022 dated: 28/07/2022
2. Your acceptance letter dated 22/08/2022

Dear **Ms. Geeta Manapuram**,

Following your application and subsequent interview with us on **24/06/2022 to 20/07/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **English**, Faculty of **Humanities & Social Sciences**, Atmiya University, and Rajkot from **22nd August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
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18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar (AC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of English, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



M. S. T.

Page 2 of 2





Joining Report

From,

Name: Manapuram Geeta

Address: Happy Home Residency, near
Bapa Sitaram Temple, Near Love
Temple, Rajkot - 360001

Mobile: 6358310385

Aadhar No.: 5776 3033 3893

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220822-5/2022 **Dated:** 22/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 22/08/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Department of English
4. Faculty : Humanities and social sciences
5. Appointment Type : Adhoc / Regular / On Probation ✓

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Geeta

Full Name (as per official records): Manapuram Geeta

Countersigned by HOD

for office use only

Countersigned by Dean

Pooresh
HR

Adhis

Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220824-3

Date: 24/08/2022

To,
Nidhi Kaushikbhai Vinzuda
136, Shivdham Society,
B/H Pushkardham, University Road,
Rajkot – 360005, Gujarat (India)
Email id: vinzudanidhi76@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Application, Faculty of Science at Atmiya University, Rajkot – reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/220818-4 dated 18/08/2022
2. Your acceptance letter dated 21/08/2022

Dear **Nidhi K. Vinzuda**,

Following your application and subsequent interview with us on 16/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, Rajkot from **24th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice** or **one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
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17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (IC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice Chancellor, Atmiya University, Rajkot
3. Office of Registrar, Atmiya University, Rajkot
4. Dy Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Controller of Examinations, Atmiya University, Rajkot
7. HR Section, Atmiya University, Rajkot
8. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Nidhi Kaushikbhai Vinzude

Address: 136, Shivradham Society,
B/H Pushkardham, University Road,
Rajkot - 360005

Mobile: 7016670661

Aadhar No.: 855198719173

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220524 Dated: 24/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 24/8/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department Computer Application
4. Faculty Faculty of Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature:

Full Name (as per official records): Nidhi Kaushikbhai Vinzude

Countersigned by HOD

Countersigned by Dean

for office use only


HR


Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220825-7/2022

Date: 25/08/2022

To,

Dr. Mayur K. Shiyal

Nr. Primary School Shobhavad,

Talaja - Bhavnagar -364140 (Gujarat)

Email id: shiyalmayur76367636@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Chemistry**, Faculty of **Science**, Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP-/220821-4/2023 dated: 21/08/2022
2. Your acceptance letter dated 25/08/2022

Dear **Dr. Mayur K. Shiyal**,

Following your application and subsequent interview with us on 20/08/2022, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Chemistry**, Faculty of **Science**, Atmiya University, and Rajkot from **25th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 16068)
Grade Pay	5400
DA (40%)	8587
HRA (20%)	4294
Other Allowances	1140
Gross Salary	40636/- (Rupees Thirty Five Thousand Four Hundred Eighty-Nine only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and the entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 3





Joining Report

From,

Name: Dr. Mayur K. Shiyal

Address: Nr. Primary School
Shobhavadi, Talaja -
Bhavnagar - 364140

Mobile: 8742316419

Aadhar No.: 637040872445

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/AP/220825-7/2022 **Dated:** 25/08/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 25/08/2022 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Chemistry
4. Faculty : Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Mayur K. Shiyal

Full Name (as per official records): Dr. Mayur K. Shiyal

Countersigned by HOD

Pooja
HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220825-5/2022

Date: 25/08/2022

To,

Dr. Pooja Jignesh Patel

20 A/1 'Maulik' Saurashtra University,
Co-op Housing Society, Street No.1
University Road, Rajkot -360005 (Gujarat)
Email id: drpoojaparsania@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Chemistry**,
Faculty of Science, Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP-/220821-1/2023 dated: 21/08/2022
2. Your acceptance letter dated 25/08/2022

Dear **Dr. Pooja J. Patel**,

Following your application and subsequent interview with us on 19/08/2022 on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Chemistry**, Faculty of **Science**, Atmiya University, and Rajkot from **25th August, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 16068)
Grade Pay	5400
DA (40%)	8587
HRA (20%)	4294
Other Allowances	1140
Gross Salary	35489/- (Rupees Thirty Five Thousand Four Hundred Eighty-Nine only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (AC)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Computer Science & IT, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Dr. Pooja Jignesh Patel

Address: 20, A/1 'Maylik' Saurashtra University
Co-op Housing society, Street No.-1
University Road, Rajkot - 360005

Mobile: 9726988276

Aadhar No.: 702766447685

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/220825-5/2022 Dated: 25/04/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 25/8/2022 FN / AN Verified by HR
2. Designation Assistant Professor
3. Department Chemistry,
4. Faculty Faculty of science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

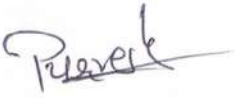
Thanking you,

Yours faithfully,

Signature:

Full Name (as per official records): Dr. Pooja Jignesh Patel

Countersigned by HOD


HR

for office use only

Countersigned by Dean


Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/220901-8/2022

Date: 01/09/2022

To,

Amisha Maheshbhai Hirani

Shree Ram Park Society Street No. 1,

Behind KG Dholakiya School,

150 Feet Ring Road Rajkot – 360004 (Gujarat-India).

Email – amishahirani089@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Microbiology**
Faculty of Science, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/220830-3/2022 dated: 30/08/2022
2. Your acceptance letter dated 01/09/2022

Dear **Amisha M. Hirani**,

Following your application and subsequent interview with us on **29/08/2022**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Microbiology**, Faculty of **Science**, Atmiya University, and Rajkot from **01st September, 2022**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100** with Grade Pay of Rs. **5400/-** plus usual allowances as applicable. Your salary at the time of appointment shall be as follows:-

Scale of Pay	15600-39100 (with Basic Pay: 15600)
Grade Pay	5400
DA (40%)	8400
HRA (20%)	4200
Other Allowances	1140
Gross Salary	34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service during the **probation period**, you will have to give **one month's notice or one month's Gross Salary**, in lieu thereof. Similarly, Management will give one month notice if your services are not required / not satisfactory or one month's Gross Salary in lieu of the notice period thereof. Further, after completion of probation period the said duration will be of **three months** instead of one month in both the situations described above. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the academic term may not be accepted and decision will be at the discretion of competent authority.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
20. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Registrar (I/C)

Copy to:

1. Hon'ble Pro-Chancellor, Atmiya University, Rajkot
2. Hon'ble Vice-Chancellor, Atmiya University, Rajkot
3. Office of the Registrar, Atmiya University, Rajkot
4. Dy. Registrar, Atmiya University, Rajkot
5. Dean, Transformative Academics, Atmiya University, Rajkot
6. Head, Department of Physics, Atmiya University, Rajkot
7. Controller of Examinations, Atmiya University, Rajkot
8. HR Section, Atmiya University, Rajkot
9. Accounts Section, Atmiya University, Rajkot



Page 2 of 2





Joining Report

From,

Name: Amisha Maheshbhai Hirani

Address: Shree Ram Park Society Street No. 1
Behind K.G. Dholakya school,
150 feet Ring Road Rajkot, 360004
(Gujarat India)

Mobile: 7990079646

Aadhar No.: 317458417935

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HK/APPT/AP/220901-8/2022 Dated: 01/09/2022

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 01/09/2022 FN / ~~AN~~ Verified by HR
2. Designation Assistant Professor
3. Department Microbiology
4. Faculty Faculty at Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Amisha

Full Name (as per official records): Amisha Maheshbhai Hirani

Countersigned by HOD

Countersigned by Dean

for office use only

Pooja
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP-SG/230301-6

Date: 01/03/2023

To,
Pratik Jitendrakumar Munjani
B-401, Backbone Residency,
Nr. Madhapar Cross Road,
150 Feet Ring Road, Rajkot - 360006, Gujarat (India).
Email id: pratikmunjani@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor - SG** in Department of Electrical Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP-SG/230228-1 dated: 28/02/2023
2. Your acceptance letter dated 01/03/2023

Dear **Pratik J. Munjani,**

Following your application and subsequent interview with us on 02/02/2023, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor - SG** in the Department of **Electrical Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **01st March, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **15600-39100**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 21594
Grade Pay & Other Allowances	Rs. 26256
Sub Total	Rs. 47850
Additional Allowances	Rs. 10000
Gross Salary	Rs. 57850/- (Rupees Fifty Seven Thousand Eight Hundred Fifty only)

3. You shall present the originals and Submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service, you will have to give **three months' notice** or **three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required/not satisfactory, Management will give **one month notice** or **one month of gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the Policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Controller of Examinations
6. HR Section


Registrar



Received


Page 2 of 2





Joining Report

From,

Name: Pratik Munjani

Address: B-401. Backbone Resi.
Near Madhepar Cross Road
Rajkot

Mobile: 9979601779

Aadhar No.: 8 3383 5954 6068

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/AP-SG/230301-6 Dated: 1/3/23

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 1/3/23 ✓ FN / AN Verified by HR
2. Designation : AP-SG
3. Department : Elect. Engg.
4. Faculty : FOGT
5. Appointment Type : Adhoc / Regular / On-Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Pratik

Full Name (as per official records): Pratik Jitendra Kumar Munjani

Countersigned by HOD

Countersigned by Dean

for office use only

Pratik
HR

Pratik
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/P&D/230309-1

Date: 09/03/2023

To,
Dr. Yagnesh Shukla
E/95, Shivanjali Society,
Opp. Basalmall, B/H Yash Complex,
New Gotri Vasna Road,
Vadodara - 390021, Gujarat (India)
Email id: ybshukla2003@gmail.com

Sub: Appointment Order - Faculty Position as **Professor** in Department of Electrical Engineering and **Dean** of Faculty of Engineering & Technology at Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/OL/P&D/230208-2 dated: 08/02/2023
2. Your acceptance letter dated 09/03/2023

Dear **Dr. Yagnesh Shukla**,

Following your application and subsequent interview with us on 27/01/2023, on behalf of the President of the University, I am pleased to appoint you as **Professor** in the Department of **Electrical Engineering** and **Dean** of Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **09th March, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. During the probation period, your services may be terminated by the University without any notice period.
2. You shall be fixed in the pay band of **Rs. 37400-67000**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 42096
Grade Pay & Other Allowances	Rs. 74011
Sub Total	Rs. 116107
Dean/Director Allowances	Rs. 30,000
Gross Salary	Rs. 146107/- (Rupees One Lakh Forty Six Thousand One Hundred Seven only)

3. You shall present the originals and submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.



Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service, you will have to give **three months' notice** or **three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required/not satisfactory, Management will give **one month notice** or **one month of gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the Policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.
22. **Your indicative Roles & Responsibilities as Dean of Faculty of Engineering and Technology are detailed in Annexure I.**

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Office of Controller of Examinations
6. HR Section


Registrar





Page 2 of 2





Joining Report

From,

Name: Dr Yagnesh B. Shukla

Address: E/95, Shivanjali Soc,
Opp. Bansal mall,
New Gohi-Vasna Road, Vadodra

Mobile: 9825510034

Aadhar No.: 7665 4543 1259

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/P&D/230309-1 **Dated:** 09/03/2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 09/03/2023 FN/AN Verified by HR
2. Designation : Professor and Dean
3. Department : Electrical Engineering
4. Faculty : FOET
5. Appointment Type : Adhoc / Regular / On Probation ✓

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature:

Full Name (as per official records): Yagnesh B. Shukla

Countersigned by HOD

Countersigned by Dean

for office use only

HR

Registrar/Dy Registrar





ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/Professor/230313- 7/2023

Date: 13/03/2023

To,
Dr. Chandrajit Lahiri
Babavilla Rani Park,
P.O. Madhya Gram, Kolkata-129
Email id: chandrajitlahiri1@gmail.com

Sub: Appointment Order - Faculty Position as **Professor** in Department of **Biotechnology**
Faculty of Science, Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/AP/230208-1/2023 dated: 23/01/2023
2. Your acceptance letter dated 01/03/2023

Dear **Dr. Chandrajit Lahiri**,

Following your application and subsequent interview with us on 27/01/2023 on behalf of the President of the University, I am pleased to appoint you as **Professor** in the Department of **Biotechnology**, Faculty of **Science**, Atmiya University, and Rajkot from **13th March, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year's** probation period. The authority, if necessary may extend the probation period. After completion of the first your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 37400
Grade Pay & Other Allowances	Rs. 68140
Gross Salary	Rs. 105540/- (Rupees One Lakh Five Thousand Five Hundred Forty only)

3. You shall present the originals and submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





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10. If you desire to leave the service, you will have to give **three months' notice or three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required / not satisfactory, Management will give **one month notice or one month gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the policies, Regulations, Rules and Norms of the University as amended from time to time**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice-Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Office of Controller of Examinations
6. HR Section




Received

Page 2 of 2





Joining Report

From,
Name: CHANDRASIT LAHIRI
Address: BABAVILLA, RANI PARK
P.O. - MADHYAMGRAM
DIST. - NORTH 24 PARGANAS, KOLKATA
Mobile: 8017405285
Aadhar No.: 4867 6534 7157

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/Professor/230313-7/2023 **Dated:** 13.03.2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 13.03.2023 ✓ FN / AN Verified by HR
2. Designation : PROFESSOR
3. Department : BIOTECHNOLOGY
4. Faculty : SCIENCE
5. Appointment Type : Adhoc / Regular / On Probation ✓

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Chandrasit Lahiri

Full Name (as per official records): CHANDRASIT LAHIRI

Countersigned by HOD

Purest

HR

for office use only

Countersigned by Dean

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/Prof/230315-2

Date: 15/03/2023

To,

Prof. Mihir J. Joshi

Block No. 25, Govt. Servants Housing Society,

Nr. A.G. Office, Race Course Road,

Rajkot-360005, Gujarat (India).

Email: mshilp24@rediffmail.com

Sub: Appointment Order - Faculty Position as **Professor** in Department of **Physics**, Faculty of Science at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/Prof/230302-3 dated: 02/03/2023

2. Your acceptance letter dated 05/03/2023

Dear **Prof. Mihir J. Joshi**,

Following your application and subsequent interview with us on 01/03/2023, on behalf of the President of the University, I am pleased to appoint you as **Professor** in the Department of **Physics**, Faculty of **Science**, Atmiya University, Rajkot from **15th March, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 37400
Grade Pay & Other Allowances	Rs. 68140
Sub Total	Rs. 105540
Dean/Director Allowances	Rs. 30000
Gross Salary	Rs. 135540/- (Rupees One Lakh Thirty Five Thousand Five Hundred Forty only)

3. You shall present the originals and Submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.

Page 1 of 2

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admin@atmiyauni.ac.in

www.atmiyauni.ac.in





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10. If you desire to leave the service, you will have to give **three months' notice** or **three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required/not satisfactory, Management will give **one month notice** or **one month of gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the Policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Controller of Examinations
6. HR Section

Registrar

Page 2 of 2





Joining Report

From,

Name: PROF. Mihir J. Joshi

Address: BLOCK NO 25, GOVT. SERVANTS
HOUSING SOCIETY, NVA. A.G. OFFICE,
RACE COURSE ROAD, RAJKOT

Mobile: 909939437

Aadhar No.: 286491839655

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/Appt/PROF/2308/5-2 Dated: 15/03/2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 15/03/2023 FN / AN Verified by HR
2. Designation : PROFESSOR
3. Department : PHYSICS
4. Faculty : SCIENCE
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Prof. Mihir J. Joshi

Full Name (as per official records): Mihir J. Joshi

Countersigned by HOD


HR

for office use only



Countersigned by Dean


Registrar/Dy Registrar



ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/230501-11/2023

Date: 01/05/2023

To,
Abhishek Rameshbhai Teraiya
"Nirmaan", A-4/304 Shilpan Onyx,
Onyx, 80ft Gangotri Park Main Road,
Nr. Patidar Chock Rajkot – 360005 (Gujarat, India)
Email id: abhi.teraiya@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Science & IT** Faculty of Science, Atmiya University, Rajkot - reg.
Ref.: 1. Our offer letter no. AU/HR/OL/AP/230429-5/2023 dated: 29/04/2023
2. Your acceptance letter dated 01/05/2023

Dear **Abhishek R. Teraiya**,

Following your application and subsequent interview with us on 27/04/2023 on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Science & IT**, Faculty of **Science**, Atmiya University, and Rajkot from **01st May, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 15600
Grade Pay & Other Allowance	Rs. 19140
Gross Salary	Rs. 34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals and submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2

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10. If you desire to leave the service, you will have to give **three months' notice or three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required / not satisfactory, Management will give **one month notice or one month gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice-Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Controller of Examinations
6. HR Section
7. Accounts Section



Page 2 of 2





Joining Report

From,

Name: Abhishek Rameshbhai Teraiya

Address: "Nirmaan", A-4/304 Shilpan Onyx
Onyx, Soft Changotri Park, main Road,

No. Patidar Chock Rajkot - 360005
(Gujarat, India)

Mobile: 9909046262

Aadhar No.: 733847440389

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/AR/230501-11/2023 Dated: 01/05/2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 01/05/2023 FN/AN Verified by HR
2. Designation Assistant Professor
3. Department computer science & IT
4. Faculty Faculty at Science
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Abhishek

Full Name (as per official records): Abhishek Rameshbhai Teraiya

Countersigned by HOD

for office use only

Countersigned by Dean

Purvesh
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Aspt/Asso.P/230605-2

Date: 05/06/2023

To,
Dr. Darshana Vaibhav Vithalani
A-302, Savan Saffron, Ganesh Park,
Opp. Paradise Hall, 150 Feet Ring Road,
Rajkot - 360007, Gujarat (INDIA)
Email id: academician.vithalani@gmail.com

Sub: Appointment Order - Faculty Position as **Associate Professor** in Department of Management, Faculty of Business & Commerce at Atmiya University, Rajkot - reg.

Ref.: 1. Our offer letter no. AU/HR/Asso.P/230513-2 dated: 13/05/2023
2. Your acceptance letter dated 17/05/2023

Dear **Dr. Darshana V. Vithalani,**

Following your application and subsequent interview with us on 21/04/2023, on behalf of the President of the University, I am pleased to appoint you as **Associate Professor** in the Department of **Management**, Faculty of **Business & Commerce**, Atmiya University, Rajkot from **05th June, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 37400
Grade Pay & Other Allowances	Rs. 36380
Gross Salary	Rs. 73780/- (Rupees Seventy Three Thousand Seven Hundred Eighty only)

3. You shall present the originals and submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





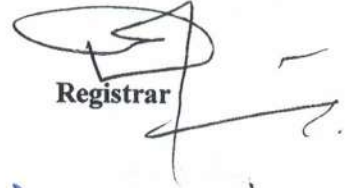
ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service, you will have to give **three months' notice** or **three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required/not satisfactory, Management will give **one month notice** or **one month of gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the Policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Dean, Faculty of Business & Commerce
6. Controller of Examinations
7. HR Section

Received
A. K. Kalawad



Page 2 of 2





Joining Report

From,

Name: Dr. Darshana Vaibhav Vithalani

Address: A-302, Savan Saffron, Ganesh Park, Opp. Genesis Hospital, Bapa Sitaram chowk, Raiya Road.

Mobile: 9427431081 / 7801888246

Aadhar No.: 9303 1821 2357

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/ASSO.P/230605-2 Dated: 05-06-2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 05-06-2023 FN / AN Verified by HR
2. Designation : ASSOCIATE PROFESSOR
3. Department : MANAGEMENT
4. Faculty : BUSINESS AND COMMERCE
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Dr. Vithalani

Full Name (as per official records): DR. DARSHANA VAIBHAV VITHALANI

Countersigned by HOD

for office use only

Countersigned by Dean

J. J.

HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/Prof/230606-2

Date: 06/06/2023

To,

Dr. Anant M. Vasani

Anugrah", Opp. Jivanjyot Society,

Block 2, Saurashtra Kala Society,

Street - 9, Rajkot-360007.

Email: anant.vasani03@gmail.com

Sub: Appointment Order - Faculty Position as **Professor** in Department of **English**, Faculty of Humanities & Social Sciences at Atmiya University, Rajkot - reg.

Ref: 1. Our offer letter no. AU/HR/OL/Prof/230602-3 dated: 02/06/2023

2. Your acceptance letter dated 06/06/2023

Dear **Dr. Anant M. Vasani**,

Following your application and subsequent interview with us on 01/06/2023, on behalf of the President of the University, I am pleased to appoint you as **Professor** in the Department of **English**, Faculty of **Humanities & Social Sciences**, Atmiya University, Rajkot from **06th June, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **one year** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **37400-67000**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 37400
Grade Pay & Other Allowances	Rs. 68140
Sub Total	Rs. 105540
Dean/Director Allowances	Rs. 30000
Gross Salary	Rs. 135540/- (Rupees One Lakh Thirty Five Thousand Five Hundred Forty only)

3. You shall present the originals and Submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.

Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service, you will have to give **three months' notice** or **three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required/not satisfactory, Management will give **one month notice** or **one month of gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the Policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Controller of Examinations
6. HR Section





Joining Report

From,

Name: Dr. Anant M. Vasani

Address: Anugri, opp Jivanjyot Society,
Block 2, Samrashtara Kala Society
Street-7, Rajkot - 360007

Mobile: _____

Aadhar No.: 800858017658

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APP/Post/230606-2 Dated: 06/06/2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining 6/6/2023 FN / AN Verified by HR
2. Designation professor
3. Department English
4. Faculty Faculty Humanities & Social sciences
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Anant Vasani

Full Name (as per official records): Dr. Anant M. Vasani

Countersigned by HOD

for office use only

Countersigned by Dean

[Signature]
HR

[Signature]
Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/230612-2

Date: 12/06/2023

To,
Devangi Rasikbhai Paneri
Gokul, Jalaram Society, Street No.2,
Opp. Suvidha Hospital, University Road,
Rajkot-360005, Gujarat (INDIA)
Email id: devangi.paneri1997@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.
Ref: 1. Our offer letter no. AU/HR/OL/AP/230603-3 dated: 03/06/2023
2. Your acceptance letter dated 10/06/2023

Dear **Devangi R. Paneri**,

Following your application and subsequent interview with us on 18/05/2023, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **12th June, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **15600-39100**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 15600
Grade Pay & Other Allowances	Rs. 19140
Gross Salary	Rs. 34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals and submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.



Page 1 of 2





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

10. If you desire to leave the service, you will have to give **three months' notice** or **three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required/not satisfactory, Management will give **one month notice** or **one month of gross salary** in lieu thereof.
11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the Policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Dean, Faculty of Engineering & Technology
6. Controller of Examinations
7. HR Section



received
D.R. Panari

Page 2 of 2





Joining Report

From,

Name: Devangi . Rasikbhai . Paneri

Address: University Road, Jalaram-2
opp. suvidha hospital, street-2
'Gokoi' Rajkot - 360005

Mobile: 96 7016285562

Aadhar No.: 7146 9025 9623

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AO/HR/APPE/AP/230612-2 Dated: 12/6/2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

- | | | | |
|--------------------|---|---------|----------------|
| 1. Date of Joining | : <u>12/6/2023</u> | FN / AN | Verified by HR |
| 2. Designation | : <u>Assistant Professor</u> | | |
| 3. Department | : <u>Computer Engineering</u> | | |
| 4. Faculty | : <u>Engineering & Technology</u> | | |
| Appointment Type | : <u>Adhoc / Regular / On Probation</u> | | |

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: D. R. Paneri

Full Name (as per official records):

Devangi . Rasikbhai . Paneri

Countersigned by HOD

for office use only

Countersigned by Dean

Jish
HR



[Signature]
Registrar/Dy Registrar



ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/230612-3

Date: 12/06/2023

To,

Riddhi Darshan Pandya

“OM” Gulab Vihar Society main road,

B/H Big Bazar, 150 Feet Ring Road,

Rajkot - 360005, Gujarat (INDIA)

Email id: riddhipandya2606@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of Computer Engineering, Faculty of Engineering & Technology at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/230603-2 dated: 03/06/2023

2. Your acceptance letter dated 10/06/2023

Dear **Riddhi D. Pandya**,

Following your application and subsequent interview with us on 18/05/2023, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Engineering**, Faculty of **Engineering & Technology**, Atmiya University, Rajkot from **12th June, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period. After completion of first year your performance will be reviewed as per the annual appraisal process at the University for the revision of salary.
2. You shall be fixed in the pay band of Rs. **15600-39100**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 15600
Grade Pay & Other Allowances	Rs. 19140
Gross Salary	Rs. 34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals as well self-certified true copies of relevant documents such as indicated in Annexure while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service, you will have to give **three months' notice** or **three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required/not satisfactory, Management will give **one month notice** or **one month of gross salary** in lieu thereof.



Page 1 of 2

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ATMIYA UNIVERSITY

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

11. You will not directly or indirectly involve yourself in any anti-Management activities.
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19. **You will adhere to all the Policies, Regulations, Rules and Norms of the University as amended from time to time.**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Dean, Faculty of Engineering & Technology
6. Controller of Examinations
7. HR Section



Page 2 of 2

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Joining Report

From,

Name: Riddhi Darshan Pandya

Address: 'Om' Gulab Vihar Society Main
Road, B/H Big Bazar, 150 Ft.
Ring Road, Rajkot - 360005.

Mobile: 9099841174

Aadhar No.: 558103175236

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPL/AP/230612-3 Dated: 12/06/2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 12/06/2023 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Engineering
4. Faculty : Engineering & Technology
5. Appointment Type : Adhoc / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: Riddhi Pandya

Full Name (as per official records): Riddhi Darshan Pandya

Countersigned by HOD

for office use only

Countersigned by Dean

HR

Registrar/Dy Registrar





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

No. AU/HR/Appt/AP/230619-3/2023

Date: 19/06/2023

To,
Mr. Ravi Sunilbhai Trivedi
"Shiv" Chandranagar, Airport Road,
Nr. Rameshvar Chowk
Rajkot- 360007 (Gujarat) India.
Email id: vrenhm7@gmail.com

Sub: Appointment Order - Faculty Position as **Assistant Professor** in Department of **Computer Application**, Faculty of Science at Atmiya University, Rajkot – reg.

Ref.: 1. Our offer letter no. AU/HR/OL/AP/230608- 1/2023 dated: 08/06/2023
2. Your acceptance letter dated 14/06/2023

Dear, **Ravi S. Trivedi,**

Following your application and subsequent interview with us on **31/05/2023**, on behalf of the President of the University, I am pleased to appoint you as **Assistant Professor** in the Department of **Computer Application**, Faculty of **Science**, Atmiya University, and Rajkot from **19th June, 2023**. Your service will be governed by the Policy of Atmiya University and terms & conditions listed hereunder or amended from time to time:-

1. Your employment will be subject to **two years** probation period. The authority, if necessary may extend the probation period.
2. You shall be fixed in the pay band of Rs. **15600-39100**. The salary at the time of appointment shall be as follows:-

Basic Pay	Rs. 15600
Grade Pay & Other Allowances	Rs. 19140
Gross Salary	Rs. 34740/- (Rupees Thirty Four Thousand Seven Hundred Forty only)

3. You shall present the originals and submit self-certified true copies of relevant documents while joining duty.
4. You are required to give the correct mailing address and other personal details in the proforma as soon as you join duty. Any letter sent by Registered Post with acknowledgement to the address given, shall be deemed to have been acknowledged duly and signed by you.
5. If any information given in the application form is found incorrect or contradictory at any time after the appointment, your service will be terminated forthwith and no further correspondence will be entertained.
6. You will not conduct or engage yourself in private tuitions or private coaching classes.
7. You will not engage yourself in any other paid job, full time, part time, honorary or otherwise during the continuance of your service in the University.
8. You will not appear for any examinations without prior permission of the Management while in service of this organization.
9. You will not take part in political activities.
10. If you desire to leave the service, you will have to give **three months' notice or three months' gross salary**, in lieu thereof. However, in the interest of academics, any request to leave the service either through notice period or notice pay during the **academic year** may not be accepted and decision will be at the discretion of competent authority. In case if your services are not required / not satisfactory, Management will give **one month notice or one month gross salary** in lieu thereof.



Page 1 of 2

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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

11. You will not directly or indirectly involve yourself in any anti-Management activities.
12. Your behavior with colleagues and entire college staff should be polite, cooperative and gentle.
13. You will not form any union or organization amongst yourselves and colleagues.
14. You are required to observe the prescribed dress code as decided by the Management from time to time.
15. You will not process any letters either signed by you or signed jointly on any issues against the Management without prior permission of the Management.
16. You will have to carry out the duties/work assigned to you by your higher authorities and the Management besides your teaching/routine work.
17. In addition to your regular duties, you will have to carry out the duties assigned by the Management including coordination with the other departments, R&D activities, or any other activities/responsibilities that may be entrusted to you from time to time.
18. You will not apply elsewhere for service without obtaining prior permission from the Management. If it is found that you have applied elsewhere without prior permission from the Management, the Management will impose a penalty of three months' salary on you before issuing the relieving order or you may not be relieved from service of the University.
19. **You will adhere to all the policies, Regulations, Rules and Norms of the University as amended from time to time**
20. **Appraisal:** You will submit an annual self appraisal in the prevailing format in the month of April. The concerned authorities will conduct an annual appraisal of your progress and contribution and associated career progression.
21. **Motivation:** It is expected that as a faculty member you will guide and motivate junior faculty members as well as students to achieve learning excellence.

You are requested to acknowledge the receipt of this order duly signed in token of acceptance of this order and terms and conditions.


Registrar

Copy to:

1. Hon'ble Pro-Chancellor
2. Hon'ble Vice-Chancellor
3. Hon'ble Pro Vice-Chancellor
4. Office of the Registrar
5. Controller of Examinations
6. HR Section
7. Accounts Section



Page 2 of 2

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Joining Report

From,

Name: Ravi Sunilbhai Trivedi

Address: "Shiv" Chandranagar,
Airport Road, Nr. Rameshwar
Chowk, Rajkot-360007.

Mobile: 9974562753

Aadhar No.: 900606655867

To,
The Registrar,
Atmiya University,
Yogidham Gurukul,
Kalawad Road,
Rajkot-360005 (Gujarat)

Sub: Joining Report

Ref.: Appointment Letter No. AU/HR/APPT/AP/230619-3/2023 Dated: 19/06/2023

Respected Sir,

In response to your appointment letter referred above, I would like to inform you that I have joined as per details below:

1. Date of Joining : 19/06/2023 FN / ~~AN~~ Verified by HR
2. Designation : Assistant Professor
3. Department : Computer Application
4. Faculty : Science
5. Appointment Type : ~~Adhoc~~ / Regular / On Probation

I thank you for providing me the opportunity to serve the University. I will perform my duties sincerely, honestly and to the best of my abilities.

Thanking you,

Yours faithfully,

Signature: *Ravi Sunilbhai Trivedi*

Full Name (as per official records): Ravi Sunilbhai Trivedi

Countersigned by HOD

Countersigned by Dean

for office use only

HR

Registrar/Dy Registrar

