**No.EA3/11649/2013/ HRD (3) Dated,03.01.2022**

**Proforma**

**Name of institution :** …………………………………….……......

**Name of post under ACITE/UGC :**…………………………………………..….

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| **Sl.**  **No** | **Name and Present Designation (please specify whether cadre or non- cadre)** | **Date of Birth** | **Educational qualification with percentage of marks with attested copies of all certificates** | | **Date of entry into service** | | **Details of further promotion under IHRD as per Service Book Lecturer/ Lecturer (Sr.Gr/ Lecturer (Selection Gr.) / Asst. Prof./Asso. Prof./ Principal etc… (Specify the period of service as per Service Book with the scale of pay of each category of post)** | **Total period of service** | **From** | **To** | **Details of LWA (if any)** | **Details of deputation (if any)** | **Total years of service** | **Remarks** |
| **At the time of entry into IHRD service** | **Qualification subsequently acquired (with year)** | **Contract** | **Regular** |
| **(Attach copy of appointment order)** | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** |
|  |  |  |  |  |  |  |  | 1. **Non-Engineering College Service** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | 1. THSS |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | 1. CAS |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | 1. MPTC |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | 1. Others |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | 1. **Engineering College Service** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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Certified that, the details furnished above have been verified by me with Service Book concerned and found correct.

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| **Place** | **:** | ……….……………. | **Signature** | **:** | …………………………………………….. |
| **Date** | **:** | …………………….. | **Name** | **:** | …………………………………………….. |
|  |  |  | **Designation** | **:** | …………………………………………….. |
|  |  |  | **Institution** | **:** | …………………………………………….. |