Ref. No. MPU / HR 112 / AL / 2024 /231 **Date- 15-01-2024**

Appointment Letter

Mr. Bharat Lal Prajapati
K-99, Vandana Nagar,
Behind D-mart, Kolar
Bhopal (M.P.)

I have pleasure in informing you that the Selection Committee has recommended your name for the appointment as **Deputy Registrar** in the **Registrar Office/Administration Department at Madhyanchal Professional University, Bhopal.** Your appointment is subject to the following terms and conditions:-

1. Initially you will be placed on probation of one year which may be extended further depending upon your performance evaluation report.
2. The performance evaluation report will be based on your academic as well as administrative contribution to the smooth functioning and overall well being of the University.
3. During the course of your employment with us, you shall not accept any other employment, either full-time or part-time, either for remuneration or otherwise unless you are permitted by the University. Further, you will devote your time and endeavors sincerely and diligently to discharge the duties entrusted to you.
4. During the appointment period, if you wish to apply anywhere outside, you will have to route your application through proper channel.
5. In case you want to leave the University, you will be required to give a notice of one month in advance or payment of one months' salary in lieu of either side.
6. The University reserves the right to terminate your services if your performance and behavior are found prejudicial to the interest of the University.
7. On matters not specifically mentioned herein, you will be governed by the rules and regulations of the University in force from time to time as may be applicable to you.

Yours Sincerely

HR Manager

Madhyanchal Professional University