

विश्वभारती  
VISVA-BHARATI



**PROFORMA FOR FORWARDING OF APPLICATION / NO OBJECTION  
CERTIFICATE FOR APPLYING TO INSIDE/ OUTSIDE INSTITUTION FOR  
EMPLOYMENT**

1. Name of the applicant (in block letter) :
2. Employee code (ID No.) :
3. Present post :
4. Department:
5. Present scale of pay :
6. Nature of employment: Permanent/ Adhoc/ Temporary/ Other(s):
7. Date of joining of this University: 8. Date of confirmation:
9. Whether availed Study Leave/ Sabbatical Leave  
(if yes, give details)
10. No. of application in the current year (1<sup>st</sup> /2<sup>nd</sup>/3<sup>rd</sup>/4<sup>th</sup>) :
11. Name of the Post applied for :
12. Advertisement No. (*Copy should be enclosed*) :
13. Nature of the post applied for (permanent/Adhoc/Temporary) :
14. Scale of pay for the post applied for :
15. Full address of the Institution (where the application is to be sent) :
16. Whether is a Govt./Autonomous/Govt. undertaking/public Sector/Other kind of  
organisation:
17. Last date by which the application to be reached:
18. Reason for applying to outside institution:

Signature with Designation of the applicant

Remarks of the HOD with seal

Remarks of the Principal with seal