

FORMAT FOR CERTIFICATE OF “RECOMMENDATION” AND “NO OBJECTION” FROM THE REGISTRAR OF THE UNIVERSITY / PRINCIPAL / TEACHER-IN-CHARGE / OFFICER-IN-CHARGE / HEAD OF THE INSTITUTION

This is to Certify that the Applicant Mr./Ms./Mrs., Office Assistant / Sr. Office Assistant / Jr. Assistant / Sr. Assistant / Jr. Superintendent / Sr. Superintendent / Section Officer / Any other is a Probationary / Temporary / Permanent / Full-time Contractual / Full-time Ad-hoc / Part-time / other (.....) employee in this Institution and is serving for years. I do hereby recommend his/her application for (name of the course/programme) to be conducted by the Malaviya Mission Teacher Training Centre (erstwhile UGC-HRDC), The University of Burdwan. If selected, he/ she will be released on time to participate in the above course/programme. The number of days he/she will attend the course/programme shall be treated as on-duty leave and he/she will ensure the data pack on his/her own.

Place:

Registrar of the University/Principal/
Teacher-in-charge/Officer-in-Charge/
Head of the institution
(With Seal/Stamp)