



# NOVA COLLEGE OF PHARMACY

Approved by AICTE [A Statutory Body under the ministry of HRD, (Govt. of India)] &  
Approved by Pharmacy Council of India, New Delhi.  
Affiliated to Uttar Pradesh Board of Technical Education (UPBTE), Lucknow (College Code: 2101)  
Affiliated to Dr. Abdul Kalam Technical University (AKTU), Lucknow (College Code: 1151)

Ref. No.: NCOP/AO/2023/001

Date : 13/01/2023

## Offer Letter Cum Appointment Letter

Amit Verma S/O Mr. Shil Chandra is hereby informed that with effect from taking over charge, he is appointed to the post of Principal for our degree and diploma courses in pharmacy programme on regular basis at our institute. In reference to your application & subsequent interview with selection committee at Nova College of Pharmacy, Lucknow and on the basis of recommendation of selection committee, we are pleased to appoint you as Principal in our Institute. Your appointment would be governed by following terms & conditions.

1. As Principal you will be entitled with the pay scale of 37,400-67,000 with AGP of Rs. 10,000 plus a special allowance of Rs. 3000/- per month.
2. Your appointment is on regular basis and effective from the date of joining.
3. Your appointment shall be governed by the rules and byelaws of the institute. No TA/DA shall be admissible to join the post.
4. If any declaration furnished by you in your appointment to the above post is found to be false or if he is found to have willfully suppressed any material information, he will be liable to removal from services. The appointment may be terminated at one-month notice at either side on the basis.
5. Regular performance review will be conducted to assess your performance and suitability. Your salary will be reviewed thereafter every 12 months. You will be entitled to all allowances and benefits whatsoever decided by management.
6. You are entitled to avail holidays and leaves as prescribed by AICTE/State Technical University/State Technical Board/U.P. State Govt./Trust rules.
7. In addition to terms and conditions stated in the letter of appointment, you are bounded to the "Service Agreement" including policies appearing in the institute manual.
8. You're signing or receiving the appointment letter and joining the institute confirms your acceptance of the terms and conditions mentioned above.
9. You shall report at the institute premises directly within one month of issuance of this letter.

We hope a symbiosis emerging out of our collaboration.

*Rani*  
Chairman  
CHAIRMAN  
NOVA EDUCATIONAL TRUST  
LUCKNOW U.P.

*Amit Verma*  
13/01/2023

To,  
The Chairman,  
Nova College of Pharmacy,  
Khasra No – 74, STP Road,  
Gomti Nagar Extension, Lucknow U.P. 226010

Subject : Joining Letter

Respected Sir / Ma'am,

I am pleased to receive your appointment order & ready to work as Professor and Director of Nova College of Pharmacy, Khasra No – 74, STP Road, Gomti Nagar Extension, Lucknow. I assure you that I will try my level best to fulfil the responsibility / responsibilities assigned to me by you.

I acknowledge that I have read & understand all the rules and regulations of the Institute and I shall bound to these.

Date : 16/01/2023

With Regards



Amit Verma