

Date: _____

NO DUES FORM FOR GANDHINAGAR CAMPUS

Name : _____

Designation : _____

Emp. Code : _____

Nature of appointment: Regular/Contractual (tick applicable)

School/Dept. Name: _____

Mobile Number: _____ Email ID: _____

Date of Joining: _____ Expected Date of Relief: _____

Sr. No.	Particulars & Concerned Officer	Remarks (any dues)	Name & Signature of Concerned
1.	Dean of Respective School/HoC		
2.	Assistant Registrar (Admin), Gandhinagar Campus		
3.	Assistant Registrar (Exam)		
4.	Assistant Registrar (Store & Purchase), Gandhinagar Campus		
5.	Assistant Finance Officer, Gandhinagar Campus		
6.	Deputy Librarian, Gandhinagar Campus		
7.	Charge Handover to: _____		
8.	System Administrator, Gandhinagar		
9.	Computer Programmer, Gandhinagar (for website & email deactivation)		
10.	Section Officer (Estt.), Gandhinagar Campus (Employee Id Card Submission)		
11.	Remarks (if any)		

I hereby declare that I have handed over all documents, assets, and financial dues to the University. In the event any item is found to be returned or any amount payable by me, I undertake to return the said item or pay the equivalent amount by cheque, cash, or digital transfer in favour of NFSU.

Employee Signature

Joint Registrar
NFSU, Gandhinagar

Campus Director
NFSU, Gandhinagar