

Joining Acceptance Letter

To,
The Chairman,
Dr. B.R. Ambedkar Institute of Computer Sciences
(Run by Kalpana Early Sence Foundation)
Head Office: VILL+P.O-KUNOR, P.S-KALIYAGANJ, DIST-UTTAR DINAJPUR, STATE-W/B, PIN-733129

Subject: Joining Confirmation

Respected Sir/Madam,

I am writing to formally accept the offer of appointment for the position ofat the Head Office of **Dr. B.R. Ambedkar Institute of Computer Sciences**, as mentioned in the appointment letter dated

I am pleased to inform you that I have joined the institute on and I am committed to performing my duties with sincerity, discipline, and professionalism as per the rules and regulations of the institute and the foundation.

Please find the following documents attached herewith:

- Copy of Appointment Letter (signed)
- Photocopy of Aadhar Card
- Educational Certificates (Xerox)
- Passport Size Photographs – 2 copies
- [Any other document if applicable]

Thank you for giving me the opportunity to be a part of your esteemed organization.

Sincerely,

NAME:

Mobile:

Email:

Date:

Signature: _____