

APPOINTMENT OF VISITING FACULTY

Academic Office
Date:



राष्ट्रीय डिजाइन संस्थान जोरहाट
National Institute of Design Jorhat

Please arrange for the services of

Dr/Mr/Ms/ as visiting faculty.

Details of his/her involvement as under

1. Semester
2. Discipline
3. No. of students
4. Course Title
5. Duration (Dates) From To
6. Involvement required for actual teaching
No of hours
- No of Full days
- No of Half days
7. Honorarium Rs.
8. Years of Experience
9. Remarks of the appointment

Signature of Discipline Lead
(Approved/Not Approved)

Activity Chairperson Education

Signature of the Director

Received Evaluation/Assessment reports (if applicable)

Signature of Discipline Lead

Please release payment for honorarium for days @ Rs. per day Rs.

Train fare, Local Conveyance etc. Rs.

Total Rs.

Dealing Assistant (Academic Office)

(*) CV of the Visiting Faculty to be attached for reference & consideration.