

Annexure-A

Please furnish copy of the following mandatory documents required for joining formalities on day of joining:

1. Updated copy of your resume
2. A photocopy of your educational degree/certificate in support of your age and qualifications (all relevant qualifications)
3. Passport size photographs (4 hard copies)
4. Relieving and Experience letters from the company (if you were working earlier)
5. Last 3 months' salary slips for the last drawn salary (if you were working earlier)
6. Last 3 months' bank statement of your salary account (if you were working earlier)
7. 3 photocopies of your PAN card
8. 3 photocopies of Address Proof
9. 3 photocopies of Aadhar Card
10. 1 cancelled cheque of your existing bank account (it can be of any bank); it should not be a joint account or some relative's account. The cheque should be of an active bank account which is in your name.
11. Soft copy of PAN card (to be e-mailed before at least 2 days before joining)
12. Soft copy of photograph (to be e-mailed at least 2 days before joining)
13. Nationality Proof: In case the resource is Non-Indian/Foreign national, he/she shall submit:
 - Copy of Passport
 - Copy of Valid Visa
 - Letter from foreigner regional registration offices (FRRO) acknowledging that person is legally permitted to work in India

Registrar
Invertis University
Bareilly

Director Corporate Relations
Invertis University
Bareilly