

Date: .....

To  
DOAA  
IIFE, Visakhapatnam

**Subject: Joining Letter**

Dear Sir,

I \_\_\_\_\_ am joining as Research Scholar in the  
Department of \_\_\_\_\_ on \_\_\_\_\_ in FN/AN  
session through \_\_\_\_\_ category. I shall follow the rules and  
regulations of IIFE, Visakhapatnam in the right spirit, failing which I shall be liable for necessary action  
as per institute norms including termination from the position of Research Scholar.

I request you to accept my joining.

Regards,

\_\_\_\_\_

(Signature of Candidate)

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**Remarks of HoD:**

\_\_\_\_\_

Head of the Department