



# पाटलिपुत्र विश्वविद्यालय, पटना

## PATLIPUTRA UNIVERSITY, PATNA

Ref. No. - पिन-677/2025

Dated 22 / 08 / 2025

To,

The Principal/Prof. In-Charge,  
Constituent Colleges,  
Patliputra University, Patna.

Subject: - Regarding Document Verification & Salary Bill from the date of joining to July 2025 of Newly Appointed Teachers for the financial year 2025-26.

Sir,

You are directed to verify all the relevant original documents of newly appointed teachers within seven days from the date of their joining, who have been appointed on the recommendation of Bihar State University Service Commission, Patna by this university.

Hence, in the light of above, you are requested hereby to provide an undernoted certificate on the college letter head along with Salary Bill with absentee and KYP for all of them for the month from the date of their joining to July 2025 and also for the month of August 2025 by mail to the Registrar & Finance Officer in Hard and Soft Copy of salary bills separately at the earliest.

### CERTIFICATE

Certified that the original documents related with appointment of Dr./Sri./Smt. \_\_\_\_\_ who was appointed on the recommendation of Bihar State University Service Commission, Patna by the university vide Memo No. R/PPU/ \_\_\_\_\_/\_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/\_\_\_\_ as Assistant Professor in the department of \_\_\_\_\_ in this college, has been verified in details and found to be correct

Your early response will be highly appreciated.

Yours faithfully,

  
Registrar  
Patliputra University, Patna  
