

Coordinator  
Quality Improvement Programme  
Continuing Education Centre  
Indian Institute of Technology  
**ROORKEE - 247 667 (UTTARAKHAND)**

**SUBJECT : JOINING REPORT AS QIP RESEARCH SCHOLAR**

**Through** : Professor & Head, Deptt. / Centre of .....  
Indian Institute of Technology Roorkee

Sir,

I herewith submit my joining report as Research Scholar under  
Q.I.P. in the Department / Centre of .....

.....in the forenoon / afternoon of ..... (Date)

**This is to note that due to COVID-19 pandemic, I am joining on virtual mode without physically join IIT Roorkee. I will physically join IIT Roorkee once the Institute allows as per its rules and notifications.**

It is requested that intimation of my joining report may please be sent to my parent institute at an early date.

My relieving certificate from my parent institute and a certificate of AICTE recognition are attached herewith.

Thanking you.

Yours faithfully,

Encl. : As stated

.....  
(Signature)

Name of the candidate in block letters

.....  
Deptt.....  
(at IIT, Roorkee)

Parent Institute Address :

.....

.....

.....Pin .....

Tel : .....

Forwarded

Signature of Guide  
(Name)

Head of the Department  
(With Seal)