



UNIVERSITY
GWALIOR • MP • INDIA

"CELEBRATING DREAMS"

ITM University Centre for Distance and Online Education

Administration Staff Details

S. No.	NAME OF FACULTY	DESIGNATION	QUALIFICATION
1	Dr. Manish Sharma	Director/Dy. Director	Ph.D.
2	Mr. Yogesh Borse	Assistant Director	M.E.


DIRECTOR
Centre for Distance and
Online Education (CDOE)
ITM University Gwalior



UNIVERSITY
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"CELEBRATING DREAMS"

ITMU/HR/OO/2026/1121

January 16, 2026

Dr. Manish Sharma S/o Shri Darshan Lal Sharma
Gwalior (M.P.)-474011

We are pleased to offer you an appointment as **Deputy Director of Centre for Open & Distance Learning and Online Education** in **ITM University Gwalior** in the pay band of **Rs. 37400-67000** and other allowances as applicable on the following terms and conditions:-

1. The present detailed compensation package is mentioned in **Appendix** to this letter.
2. You will submit original certificates/testimonials at the time of joining in support of your candidature as mentioned in your application, for verification.
3. You will be on probation for a period of **one year** which may be extended or curtailed at the discretion of the competent authority. You will continue to be on probation till an order of confirmation has been issued in writing.
4. Your services will be governed by the University's rules and regulations as amended from time to time. You will be required to perform all duties assigned to you by the University. You will always be alive to your role & responsibilities attached to your profile and conduct yourself accordingly. You must effectively perform to ensure results.
5. It will be incumbent upon you to obtain the NOC before applying for a position in any other organization.
6. Termination of employment will be as under :
 - (a) During the probationary period and any extension thereof, your service may be terminated without assigning any reason and notice period, by the competent authority of the University.
 - (b) The services can be terminated without serving you any notice or salary in lieu thereof, on the charges of gross misconduct, financial misappropriations, causing defamation to the University and/or registration of any criminal offences.
 - (c) Termination by either side by giving one month's notice or salary in lieu thereof, except in ibid clause 6a, b & c. However, the management reserves the right to condone the notice period served by you, and relieve immediately by accepting the resignation.
 - (i) Upon termination of employment, you will immediately hand over to the Department/School all correspondence, teaching material, specifications, books, documents, market data, financial data, drawings, property, affects or records belonging to the University or relating to it, which may be in your possession, and you will not retain or make copies/records of these documents.
 - (ii) You will complete all the projects and syllabus/academics assigned to you in the semester/session.
 - (d) You solemnly undertake not to leave the service of the University before completion of the concerned academic session. You shall exercise the clause of resignation either on completion of the academic year or completion of the academic work of the session whichever is later.
7. This appointment is further subject to the following conditions:-
 - (a) That your appointment is subject to fulfillment of conditions outlined in statutes, eligibility guidelines and recommendation by a duly constituted selection committee.
 - (b) That your character, references and/or any other information provided by you, are in order.
 - (c) That you are found medically fit by the competent physician/MBBS doctor of the University.
 - (d) That you agree to be governed by code of ethics and other rules and regulations of the University.
8. You are required to join on **January 16, 2026**, failing which this appointment order will be deemed to have been automatically withdrawn and cancelled.

Please confirm your acceptance of the appointment on the above terms and condition by signing and returning duplicate of this letter for records.

Wishing you an enriching tenure with us,


Registrar


DIRECTOR
Centre for Distance and
Online Education (CDOE)
ITM University Gwalior



UNIVERSITY
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"CELEBRATING DREAMS"

990

ITMU/Dr. Manish Sharma/2025/354-U

January 08, 2025

Dr. Manish Sharma S/o Shri Darsan Lal Sharma
Gwalior, M.P. 474011

We are pleased to appoint you as **Associate Professor in School of Sciences Department of Mathematics** at ITM University Gwalior in the pay band of **Rs. 37400-67000** and other allowances as applicable on the following terms and conditions: -

1. You will be paid salary as mentioned in **Appendix** to this letter from the date of joining. The salary is on CTC (cost to university) basis as being negotiated and agreed by you without any other allowances including gratuity etc.
2. You will submit original certificates/testimonials at the time of joining in support of your candidature as mentioned in your application, for verification.
3. You will be on probation for a period of **one year** which may be extended or curtailed at the discretion of the competent authority. You will continue to be on probation till an order of confirmation has been issued in writing.
4. Professional tax and other deduction as per rules is there will be deducted from the above salary per month.
5. The payment of taxes including the income tax will be the sole responsibility of your. However, Tax deduction at source will be effected against the payable remuneration at applicable rates as per the prevailing laws, rules and regulations.
6. You will submit original certificates/testimonials at the time of joining in support of your candidature as mentioned in your application, for verification.
7. You will be required to perform all duties assigned to you by the ITM. You will always be active to your role & responsibilities attached to your position and conduct yourself accordingly. You must effectively perform to ensure results.
8. It will be incumbent upon you to obtain the NOC before applying for a position in any other organization.
9. That, you will not participate in any political activities during service.
10. Termination of employment will be as under :
 - (a) The services can be terminated without serving you any notice or salary in lieu thereof, on the charges of gross misconduct, financial misappropriations, causing defamation to the University and/or registration of any criminal offences and any misconduct comes under zero tolerance category of University.
 - (b) The service can also be terminated on the account of wilful omission or negligence, disorderly conduct or on moral turpitude and in that case you shall not be entitled to claim any gratuity or any statutory allowances/benefits rather the ITM shall be well within its right to withhold and forfeit the gratuity and other statutory allowances/benefits, if any, payable to you.
 - (c) Termination by either side by giving one month notice or salary in lieu thereof, except in ibid clause 10(a) & (b)). However, the management reserves the right to condone the notice period served by you, and relieve immediately by accepting the resignation.
 - (x) Upon termination of employment, you will immediately hand over to the Department all correspondence, specifications, documents, market data, financial data, drawings, property, affects or records etc belonging to the University or relating to it, which may be in your possession, and you will not retain or make copies/records of these documents.
 - (d) You solemnly undertake not be leave the services of the ITM University before completion of the concerned academic session. You shall exercise the clause of resignation either on completion of the academic year or completion of the academic work of the session whichever is later.
11. This appointment is further subject to the following conditions:-
 - (a) That your appointment is subject to fulfillment of conditions outlined in statutes, eligibility guidelines and recommendation by a duly constituted selection committee.
 - (b) That your character, references and/or any other information provided by you, are in order.
 - (c) That you are found medically fit by the competent physician/MBBS doctor.
 - (d) That you agree to be governed by code of ethics and other rules and regulations of the ITM University.
12. You are required to join latest by **January 08, 2025**, failing which this appointment order will be deemed to have been automatically cancelled and withdrawn.

Please confirm your acceptance of the appointment on the above terms and condition by signing and returning this letter (in duplicate) for ITM records.



Manish

DIRECTOR
Centre for Distance and
Open Education (CDOE)
ITM University Gwalior

Manish
Signature of Candidate

Date: _____

The
Registrar
ITM University, Gwalior (M.P.)

Joining Report

Sir,

Under the conditions and terms communicated to me in the offer Letter No. _____

Dated _____ I join duty on date 08.01.25 (F/N,A/N), as
_____ in Mathematics Please allow me to join.

Yours truly,

Signature

Name

Date of joining

Dr. Manish Sharma
08.01.2025

Remarks and Signature of the HOD

Remarks and Signature of the Dean

Remarks and Signature of the Registrar

ITM University Campus, NH-44, Bypass Turari, Jhansi Road, Gwalior (M.P.) – 474 001 INDIA
E-mail: hroffice@itm university.ac.in, Web: www.itmuniversity.ac.in

DIRECTOR
Centre for Distance and
Online Education (CDOE)
ITM University Gwalior

Sr. No. 0000229

Ref. No.

मध्यप्रदेश भोज (मुक्त) विश्वविद्यालय, भोपाल (म.प्र.)
MADHYA PRADESH BHOJ (OPEN) UNIVERSITY, BHOPAL (M.P.)



डॉक्टर ऑफ फिलॉसफी

प्रमाणित किया जाता है कि

श्री/ कु./ श्रीमती

मनीष शर्मा

को

इस विश्वविद्यालय

द्वारा

गणित

विषय में

डॉक्टर ऑफ फिलॉसफी

की उपाधि से वर्ष

2013

में विभूषित किया गया।

इनके शोध प्रबंध का विषय है।

कॉन्ट्रैक्टिव टाइप मैपिंग्स इन फिक्स्ड पॉइंट थ्योरी

DOCTOR OF PHILOSOPHY

This is to certify that

Mr./Ms

Mamish Sharma

has been awarded the degree of

Doctor of Philosophy

in

Mathematics

of this

University in the year

2013

The title of his/her thesis is

Contractive Type Mappings in Fixed Point Theory

Manish
DIRECTOR
Centre for Distance and
Online Education (CDOE)
ITM University Gwalior

भोपाल:

दिनांक: 01 DEC 2014

Bhopal:

Date:

कुलसचिव

Registrar

(Dr. B. Bhatia)

Prof. (Dr.) Jyoti Chatur

कुलपति
Vice-Chancellor

ITMU/HR/OO/2026/121

September 1, 2026

Mr. Yogesh Borse S/o Shri Chandra Ji Rao Borse
Gwallor (M.P.)-474011

We are pleased to offer you an appointment as **Assistant Director of Centre for Open & Distance Learning and Online Education** in **ITM University Gwalior** in the pay band of **Rs. 15600-39100** and other allowances as applicable on the following terms and conditions:-

1. The present detailed compensation package is mentioned in **Appendix** to this letter.
2. You will submit original certificates/testimonials at the time of joining in support of your candidature as mentioned in your application, for verification.
3. You will be on probation for a period of **one year** which may be extended or curtailed at the discretion of the competent authority. You will continue to be on probation till an order of confirmation has been issued in writing.
4. Your services will be governed by the University's rules and regulations as amended from time to time. You will be required to perform all duties assigned to you by the University. You will always be alive to your role & responsibilities attached to your profile and conduct yourself accordingly. You must effectively perform to ensure results.
5. It will be incumbent upon you to obtain the NOC before applying for a position in any other organization.
6. Termination of employment will be as under :
 - (a) During the probationary period and any extension thereof, your service may be terminated without assigning any reason and notice period, by the competent authority of the University.
 - (b) The services can be terminated without serving you any notice or salary in lieu thereof, on the charges of gross misconduct, financial misappropriations, causing defamation to the University and/or registration of any criminal offences.
 - (c) Termination by either side by giving one month's notice or salary in lieu thereof, except in ibid clause 6a, b & c. However, the management reserves the right to condone the notice period served by you, and relieve immediately by accepting the resignation.
 - (i) Upon termination of employment, you will immediately hand over to the Department/School all correspondence, teaching material, specifications, books, documents, market data, financial data, drawings, property, affects or records belonging to the University or relating to it, which may be in your possession, and you will not retain or make copies/records of these documents.
 - (ii) You will complete all the projects and syllabus/academics assigned to you in the semester/session.
 - (d) You solemnly undertake not to leave the service of the University before completion of the concerned academic session. You shall exercise the clause of resignation either on completion of the academic year or completion of the academic work of the session whichever is later.
7. This appointment is further subject to the following conditions:-
 - (a) That your appointment is subject to fulfillment of conditions outlined in statutes, eligibility guidelines and recommendation by a duly constituted selection committee.
 - (b) That your character, references and/or any other information provided by you, are in order.
 - (c) That you are found medically fit by the competent physician/MBBS doctor of the University.
 - (d) That you agree to be governed by code of ethics and other rules and regulations of the University.
8. You are required to join on **September 1, 2026**, failing which this appointment order will be deemed to have been automatically withdrawn and cancelled.

Please confirm your acceptance of the appointment on the above terms and condition by signing and returning duplicate of this letter for records.

Wishing you an enriching tenure with us,


Registrar


DIRECTOR
Centre for Distance and
Online Education (CDOE)
ITM University Gwalior



UNIVERSITY

Gwalior - MP - India

"CELEBRATING DREAMS"

(4) Joining Report (For Staff)
(To be submitted on the date of joining)

To,
The Registrar
ITM University, Gwalior

Subject: Submission of Joining Report and Acceptance of Terms

Dear Sir/Madam,

I, TOGESH BORSE hereby, report my joining to ITM University, Gwalior on this Day, 01/09/26, as _____ in accordance with the Offer of Appointment issued to me dated 11/08/26, and the Appointment Letter dated _____.

I hereby declare and confirming the following:

- 7) That I have read, understood and unconditionally accepted the terms and conditions mentioned in the Offer Letter, Appointment Letter, and Employment Contract.
- 8) That I have read and agreed to abide by the University's HR Policy Manual, Code of Conduct, and all relevant rules, regulation and service norms as applicable to my post.
- 9) That I undertake to complete all mandatory trainings within the prescribed period, including:
 - o MP Online
 - o Any other recommended software
- 10) That I will fulfil the academic, administrative and research duties entrusted to me and shall work in alignment with the Key Result Areas (KRAs) assigned for my role.
- 11) That I am medically fit to assume responsibilities and have submitted the required documents as per the joining formalities checklist.
- 12) That I shall not seek resignation or relieving before the completion of academic session without prior written approval from the competent authority.

Personal Details (To be filled by the employee):

Full Name: TOGESH BORSE

Date of Birth: 08/04/1988

Designation:

Department/School:

Reporting Authority:

Mobile Number: 9425781531

Email ID: Togeshborse84@gmail.com


DIRECTOR
Centre for Distance and
Online Education (CDCE)
ITM University Gwalior



"CELEBRATING DREAMS"

Permanent Address: Near Shani Temple, Tarajang, Lakhkar, Gwal, M.P.

PAN Number: AVXPB9948A

Aadhaar Number: 691019146108

Emergency Contact:

Signature of Employee:

(Signature)

Name: TOGESH BORSE

Date: 01/09/26

Place: Gwalior

Verified and Recommended by:

Signature:

Name:

Designation:

Date:



DIRECTOR
Centre for Distance and
Online Education (CDOE)
ITM University Gwalior





Madhav Institute of Technology & Science

Gwalior (M.P.) 474005

AN AUTONOMOUS INSTITUTION ESTD IN 1987
AFFILIATED TO RAJIV GANDHI UNIVERSITY (RGU) VISHNUPUR, BHOPAL
(UNIVERSITY OF TECHNOLOGY OF MADHYA PRADESH)

STATEMENT OF GRADE

Sr. No. 05149

EXAMINATION DECEMBER - 2012
M.E. (Materials & Handling) - IV Semester

Name : Yogesh Borse
Father's Name : Sh. Chandraji Rao
Roll No. : MH10021
Enrollment No. : 0901ME10ME20
Status : Regular

Subject Code	Subject Title	Sessional			Practical		
		Credits	Grade	Grade Points	Credits	Grade	Grade Points
MH 4201	Dissertation	5	A+	80	12	B	84
Total		8		80	12		84
Grand Total		Credits	20	Grade Points		164	
SGPA : 8.2		I SEM: 7.75		II SEM: 7.19		III SEM: 7.8	
CGPA : 7.74		RESULT: Pass First Division with Honours					

Date of issue : 8th February, 2013

Prepared by

Checked by

(Prof. Mrs. V. Sakthi)
Dy. Controller of Exam

(Dr. A. K. Wadhvani)
Controller of Exam

(Dr. Sanjeev Jain)
Director

DIRECTOR
Centre for Distance and
Online Education (CDOE)
ITM University Gwalior