

## CEPT UNIVERSITY

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

To  
Student Services Office  
CEPT University  
K L Campus  
Ahmedabad – 380 009.

**Sub:-**

Dear Sir,

We wish to inform you that we have appointed the students under the Campus Assistant ship for our \_\_\_\_\_ office.

Please refer to the data given below for your record & reference.

Description of Assistantship project/work:

Total duration of the project:

<b>Sr. no</b>	<b>Name of Student</b>	<b>Code no.</b>	<b>Faculty</b>	<b>No. of Hrs.</b>	<b>Remuneration per hour</b>	<b>Starting date</b>	<b>Ending date</b>

Thanking You

Yours Sincerely  
CEPT University

Signature  
(Director of resource office)

Signature  
(Coordinator)

CC: University Staff Office