



Date of Joining Intimation

1 message

<GenCOBSupport@cognizant.com>

Tue, 3 Jan, 2023 at 23:26



Dear Candidate,

Greetings from Cognizant!

Welcome to Cognizant, the fastest growing global top-tier consulting, IT services and BPO company!

We are delighted that you have accepted our offer of employment and we look forward to welcoming you onboard.

Your Date of Joining is 31st January 2023 .

To facilitate a smooth integration into Cognizant, you would be required to complete the following.

Activities	Things to do
Date of Joining	Click here to accept your Date of Joining (DOJ).
Background Verification	Login to One Cognizant & Upload the following mandatory documents Mandatory Documents to be uploaded: <ul style="list-style-type: none">- 10th Standard mark sheet- 12th Standard mark sheet- Diploma mark sheet and certificate (if applicable)- UG all semester mark sheets (Mark sheets issued by University only)- Provisional/Degree Certificate




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	<ul style="list-style-type: none"> · PG all semester mark sheets (if applicable) · PG provisional certificate (if applicable and if degree certificate is yet to be issued by the University) · PAN Card in your name · Letter of Authorization (to be downloaded from the BGV Application, filled and hand signed copy to be uploaded)
Pre-joining forms	Login to One Cognizant & Ensure that you complete Pre-joining forms & photo upload.

Note:

- Kindly accept the DOJ before **4 PM, 6th January 2023** and start the BGV and pre-joining formalities
- Ensure that you **accept** the Date of Joining, finish the pre joining formalities in the 1C portal and complete submission of all Mandatory Documents in **BGV portal** at least **5 days** prior to your Date of Joining
- **BGV Validation** will be marked successful only when the mandatory documents meet the eligibility criteria mentioned in the offer letter.
- **Onboarding Pass** will be generated only on successful completion of the above 3 steps.
- Candidates have to ensure that they **accept the Date of Joining Intimation (DIM)** and get onboarded **on the scheduled DOJ**
- **Virtual link** will be shared with you to complete the onboarding.
- Ensure that you fill out the **Work Location Preference survey** after you have been successfully onboarded.
- While your location preference will be duly taken into consideration, the business aligned location requirements will take precedence and be **flexible to re-locate based on BU demands** once Return to Office is implemented.
- **Accommodation and transportation** arrangements have to be taken care by the candidates for the **Return To Office**.
- You have to be **residing inside India** at the time of getting onboarded.
- Request for **Defer DOJ** will be considered based on **acceptable scenarios** only.

Should you have any clarification, please follow the below steps to raise a query in the C2C page: -

Step 1: Click <https://campus2Cognizant.cognizant.com>

Step 2: Click Raise a query to write to us with your query. (Please select the correct category to raise the query)

Step 3: You will receive the response within 48 hours of raising the request.

Regards,

Human Resources – Cognizant




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