



UGC-Human Resource Development Centre

(Formerly UGC-Academic Staff College)

North-Eastern Hill University, Shillong - 793022

Application Form for Refresher Course/Orientation Programme/Summer School/Winter School

Course Name: Dates: to

1. Name (Block letters): (Mr/Ms/Dr)

2. Date of Birth: (d/m/yyyy) Gender: Male Female

3. Category: SC ST OBC General Others

4. Qualification: Subject: Specialization:.....

5. Phone (With STD code): (O).....(R).....(M).....

Fax:..... E-mail:.....

6. Designation: Lecturer/ Assistant Professor Senior Lecturer Others

7. College/University: Place:.....

8. Department:

9. Nature of Appointment: Regular Part time ad hoc Contract

10. Overall Teaching/Working Experience: Years Months as on (d/m/yyyy)

11. Scale of Pay: GP: Basic Pay: or Fixed Pay:

12. Mailing Address:.....

..... PIN:..... State:.....

13. Refresher Courses/Orientation Programmes attended in the past:

<u>Sl. No.</u>	<u>Course</u>	<u>Dates</u>	<u>Name of the HRDC</u>
.....
.....
.....

14. Whether accommodation is required: Yes No

Certified that the information given above are true to the best of my knowledge.

Place: Date: Signature of the Applicant

I hereby certify that:

a). Our college comes under the purview of Section 2(f) or 12(B) or Both 2(f) & 12(B) of the UGC Act and has been affiliated to University for at least two years.

b). The applicant has the teaching/working experience of years in Undergraduate/Postgraduate course(s).

c). The details of his/her attendance in Courses/Programmes are entered in the Service Register.

d). The information provided by the applicant are as per our record.

e). The application of Mr/Ms/Drfor the Refresher Course/Orientation Programme/Summer School/Winter School is forwarded and recommended to the Director, UGC-HRDC, North-Eastern Hill University, Shillong for consideration. If selected, he/she will be released in time to participate in the above course/programme.

Place: Signature of the Principal/Head

Date: Seal:

a). Incomplete applications and late submissions will not be entertained.
b). Please do not enclose any demand draft with this form; it should be given only at the time of joining the course/programme, otherwise it will not be returned back.