



**UGC-Human Resource Development Centre**  
*(Formerly UGC-Academic Staff College)*  
**North-Eastern Hill University, Shillong - 793022**

**Application Form for Short-term Course**

**Course Name:**.....

**Dates: From** ..... **to** .....

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

2. Date of Birth (dd/mm/yyyy):..... Gender:  Male  Female

3. Category:  SC  ST  OBC  General  Others .....

4. Educational Qualification:..... Designation:.....

5. Subject:..... Specialization:.....

6. Department/Institution:..... Place:.....

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

8. If a Research Scholar, program of study (M. Phil./Ph. D.):..... Year of joining:.....

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

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

10. Mailing Address:.....

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

11. Whether accommodation is required:  Yes  No

12. Food Preference:  Veg.  Non-veg.

Place:..... Date:..... Signature of the Applicant



**For Research Scholars only:**

This is to certify that Mr/Ms ..... is a Research Scholar registered for the M. Phil./Ph. D. programme in the Department of ..... and his/her application is forwarded and recommended to the Director, UGC-HRDC, NEHU, Shillong for consideration. If selected for the course, he/she will be allowed to participate in the above course.

Place: .....

Signature of the HOD

Date: .....

Seal:

**For others:**

I hereby certify that:

- a). The applicant has the teaching/working experience of ..... years in UG Courses/PG Courses/Office.
- b). The information provided by the applicant are as per our record.
- c). The application of Mr/Ms/Dr ..... for the Short-term Course 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.

Place: .....

Signature of the Principal/Head

Date: .....

Seal: