

# UGC –Human Resource Development Centre

Jawaharlal Nehru University  
JNU New Campus New Delhi 110067  
Ph: 011-26742532, 26742566

## Application Form for Orientation Course (2018-2019)

**Orientation Course:** \_\_\_\_\_ (Specify Course Name)

**Name (Block Letter)** Dr/Mr./Ms \_\_\_\_\_

Photograph

**Date of Birth**

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**Category**

SC	ST	OBC	General
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Male	Female
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Visually Challenged	Physically Challenged
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<b>Institutional/College/University Address</b> _____ _____ _____ <b>State</b> _____ <b>PIN</b> _____ <b>Telephone (STD code)</b> _____ _____ <b>FAX</b> _____ _____ <b>Website URL</b> _____	<b>Mailing Address:</b> _____ _____ _____ <b>State</b> _____ <b>PIN</b> _____ <b>Telephone (STD code)</b> _____ <b>Mobile</b> _____ <b>email:</b> _____ _____
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### Academic Career:

Examination	Subject (s) & Specialization	% of Marks/Grade	University	Year
Post-Graduation				
M. Phil.				
Ph. D.				
PDF <sup>#</sup>				

**Research Interest/Post-Doctoral Work:** \_\_\_\_\_  
\_\_\_\_\_

<sup>#</sup> Post-Doctoral Fellowship

Contd.

**Details of Employment** (in chronological order):

Institution	Designation	Period		Nature of Duties
		From	To	

**Details of courses attended (RC/OC) previously:**

NAME OF COURSE	HRDC WHICH CONDUCTED THE COURSE	WHEN THE COURSE WAS HELD

**Subjects of your special interests:** \_\_\_\_\_

**Details of Publications\*:** \_\_\_\_\_

**PROCESSING FEE**

Please attach to this form a **non-refundable processing fee of Rs. 500/-** through an account payee bank draft in favour of the **Finance Officer, Jawaharlal Nehru University, New Delhi**, payable at the State Bank of India, JNU, and Code No. 10441. On the reverse side of the draft please write the name of the course applied for, your own name and your address. **We regret that cash/cheques/ P.O. etc. are not acceptable.**

DRAFT NO.: \_\_\_\_\_ DATE: \_\_\_\_\_

ISSUING BANK & BRANCH: \_\_\_\_\_

AMOUNT (In words): \_\_\_\_\_

\* If you require more space, please attach a separate sheet and mention it.

**Contd.**

## Certificate from College/University

Certified that Dr/Mr./Ms. \_\_\_\_\_ has been working in this College/University as \_\_\_\_\_ in the pay scale of \_\_\_\_\_ in (subject) \_\_\_\_\_ since \_\_\_\_\_. We shall be happy to sponsor him/her if selected for the course to be conducted by the **Human Resource Development Centre, Jawaharlal Nehru University, New Delhi-110067.**

\*Also Certified that this College is included in the list of Colleges under Section 2(f)&12-b of the UGC Act.

Name  
Designation  
Address

Signature of Principal/Registrar  
Date:

Office Seal

### PLEASE NOTE:

1. *The last date for receipt of an application form is 45 days before the start of the course.*
2. *This application is valid for ongoing academic year 2018-2019 only.*
3. *The application will be processed only when accompanied with the application processing fee (photocopies of the draft are not accepted).*
4. *Selected applicants will be intimated by E-mail/Letter after screening.*
5. *Please bring relieving order from the appropriate authority at the time of joining the course. No one shall be allowed to sit in the course without a relieving order.*

\* Teachers working in universities and colleges that are included under Section 2(f) of the UGC Act, even though they may not yet be fit to be included under Section 12 (B), may be invited to participate in the Orientation Programmes and Refresher Programmes. **The teachers of colleges that do not yet come within the purview of Section 12(B), but have been affiliated to a university for at least two years, will be permitted to participate in the programmes/courses. However, they won't be paid TA/DA and other allowances for attending these courses**

*I hereby declare that the entries made in this application form are true to the best of my knowledge and belief.*

Signature of Applicant  
Dated: