


Sl. No.

Form No.

	<p>HIMACHAL PRADESH UNIVERSITY Summer Hill, Shimla-171005</p> <p>APPLICATION FORM FOR NON-TEACHING POSTS (Category B, C & D)</p> <p>(Please read carefully the Notification/Advertisement before filling up the application form and also ensure that he/she is eligible as per the criterion as prescribed in the advertisement)</p>	<p>Paste here recent passport size photograph</p>
<p>Filled in application form to be sent to: The Deputy Registrar, Recruitment Branch, Himachal Pradesh University, Summer Hill, Shimla-171005, HP (India)</p>	<p>Details of application processing fee paid Demand Draft/ I.P.O. No.: Date: Drawn on: Amount: Rs.</p>	
<p>Advertisement No. Rectt.-12/2017</p> <p>Post applied for and Subject :</p> <p>.....</p> <p>Important : Applicant willing to apply for more than one post / department must send separate application forms for each post(s).</p>	<p style="text-align: center;">Space for use of Cash Section/Bank:</p> <p>Lot No. University Receipt No. Rs. (Rupees only) Through IPO(s)/D.D. No.</p> <p>Dated: CASHIER</p>	
For Office Use Only		
Screening cum Evaluation Committee verification:		Entry No Date of receipt of application : Fee paid : Rs.
<ul style="list-style-type: none"> ▪ Eligible ▪ Ineligible Discrepancy(ies), if any: 1. 2.		
Signature of the Screening Committee		
1. 2. 3.		Signature of Recipient
<u>GENERAL CONDITIONS / INSTRUCTIONS</u>		
<ol style="list-style-type: none"> 1. Applicants must fill-in all the columns of the application form. Incomplete application and application not in the prescribed form and application without fee, photocopies of certificates / mark sheets, proof of date of birth, caste certificate, etc. will be rejected. A list of enclosures must be furnished as indicated in the application form. 2. Applicant may attach additional sheet(s), wherever necessary, quoting the serial number. All sheets and attachments must be securely bound/ attached. Himachal Pradesh University is not responsible for missing documents. All attachments must be clearly photocopied and self-attested. 3. Please send crossed bank draft, drawn in any nationalized bank, of the amount as specified in the advertisement in favour of Finance Officer, Himachal Pradesh University, payable at Shimla. The bank draft should be drawn only on or after the date of issue of the advertisement. Applicant must write his / her name, address and the post applied for on the overleaf of the bank draft. 4. The University reserves the right to fill in or otherwise, any or all the advertised posts. 5. Mere fulfilment of minimum qualification and experience do not entitle a candidate to be called for the interview. <p>* For more instructions, please read the advertisement carefully.</p>		

(BRIEF PARTICULARS OF APPLICANT)

(Applicant must fill in all the columns wherever necessary of the Application Form)

- (a) Advertisement No. : 12/2017
- (b) Name of post applied for : _____
- (c) Category & Sub-category in which applied for: _____

1. Name of applicant: _____
(In Capital Letters)

2. Father's Name: _____
(In Capital Letters)

3. Mother's Name: _____
(In Capital Letters)

4. Date of birth: _____
D D M M Y E A R

5. Sex (Male/Female) : _____

6. Aadhar No. : _____

7. Marital Status (Married/Unmarried) : _____

8. Name of spouse (husband or wife, if married): _____

9. Address for Communication : _____
(In Capital Letters)

_____ PIN : _____
Mobile. No. _____
email ID:- _____

10. Permanent Address : _____
(In Capital Letters)

_____ PIN : _____
Mobile. No. _____
email ID:- _____

11. (a) Name of the Employment Exchange where registered: _____
(b) Registration No. _____ Registration date: _____
(c) Renewal date _____

12. Province of Domicile: _____ (H.P./Other state)

13. Details of application processing fee paid:
Amount ` _____ Dated _____ IPO's/DD/Rt. No. _____
(Please attach copy of supporting document, if fee exemption is claimed)

14. Detail of Educational Qualifications:

Sr. No.	Exam Passed	Year of passing	Subjects studied	Division with Percentage of marks obtained/ Grade	Name of Board/ University
i)	Middle				
ii)	Matric				
iii)	10+2/ Inter/ HSC				
iv)	Graduation				
v)	Post graduation				
v)					
vi)					

15. Detail of Technical Qualifications (Certificate/Diploma/Degree), if any:

Sr. No.	Exam Passed	Name of University/ Board	Year of Passing	Division with Percentage of marks obtained/ Grade	Specialization

16. Details of Work Experience in relevant field (Total): _____ Year(s)
(Please write in chronological order, starting from your first employment & ending with present employment)

Sr. No.	Employer's/ Organization name & address	Post held	Pay Scale	Duration of service		Nature of duties performed
				From	To	

17. Details the list of documents attached along with the form:

i.	Copy of Middle certificate	(Yes/No): _____
ii.	Copy of Matriculation certificate for age proof	(Yes/No): _____
iii.	Copy of 10+2 / Inter/ HSC certificate	(Yes/No): _____
iv.	Copies of original degree/ diploma/ certificate	(Yes/No): _____
v.	Copies of marks sheets of all years or consolidated marks certificate	(Yes/No): _____
vi.	Copy of the category /sub- category certificate, if applicable	(Yes/No): _____
vii.	Copy of Employment Exchange Registration Card	(Yes/No): _____
viii.	Copies of work experience Certificate, if any	(Yes/No): _____
ix.	Application Processing fee remitted through IPOs/DD/University receipt	(Yes/No): _____
x.	Two self addressed envelope (size 4.12" x 9.5") by affixing postal stamps of ` 5/-	(Yes/No): _____

18. Total number of pages attached with the application form: _____

Note: If the sheets above are not sufficient, please attach extra sheets, wherever necessary.

19. **DECLARATION**

- a) I hereby declare that the information filled in the application form is true and correct to the best of my knowledge and belief.
- b) I understand that any willful mis-representation of facts or concealment of information shall result in the cancellation of my candidature and that I may be subject to legal/disciplinary proceedings.
- c) That I have never been dismissed either from Government or from University, College or other Public or Private Organization service.
- d) I have never been arrested/prosecuted or involved in any criminal case or convicted by a Court of Law (If otherwise, please provide details separately).

Place: _____

Date: _____

Signature of the Applicant