



# UGC -ACADEMIC STAFF COLLEGE

Jawaharlal Nehru University

JNU New Campus

New Delhi 110067

Ph: 011-26742532, 26742566

## Application Form for Academic Administrators' Workshop

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/Professional qualifications:

Examination	Subject (s) & Specialisation	% of Marks/Grade	University	Year
Graduation				
Post Graduation				

Contd. P/2

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

Institution	Designation	Period		Nature of Duties
		From	To	

*I hereby declare that the entries made in this application form are true to the best of my knowledge and belief. It is also certified that my college is included in the list of the colleges under Section 2(f) 12-B of the UGC Act.*

**Signature of Applicant  
Dated:**

**Certificate from College/University**

Certified that Dr/Mr./Ms. \_\_\_\_\_ has been working in this College/University as \_\_\_\_\_ since \_\_\_\_\_. We shall be happy to sponsor him/her if selected for the course to be conducted by the **Academic Staff College, 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.

**Signature of Principal/Registrar  
Date:**

Name  
Designation  
Address

**Office Seal**

**PLEASE NOTE:****PROCESSING FEE**

Please attach to this form a **non-refundable processing fee of Rs. 200/-** through an account payee bank draft in favour of the **Finance Officer, Jawaharlal Nehru University, New Delhi**. (If you are making draft from SBI then it should be payable at the State Bank of India, JNU, New Campus Branch (Code No. 10441). On the reverse side of the draft please write the name of the course applied for, your name and address. **We regret that cash/cheques/ P.O. etc. are not acceptable.**

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

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

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

1. **University/College Officers upto the level of Section Officer are eligible to apply for the Academic Administrators' Workshop. The applicants will be intimated by way of letter/email about their selection.**
2. **The last date for receipt of an application form is 30 days before the start of the workshop. Any application form is valid for 1 ½ years after its receipt.**
3. **PLEASE BRING A 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.**