

# UGC-Human Resource Development Centre(HRDC)

**UNIVERSITY OF ALLAHĀBAD**  
**ALLAHABAD**

Affix your latest  
photograph  
(without photograph  
the form will not  
be entertained)

# APPLICATION FORM

for participation in the UGC sponsored

ORIENTATION PROGRAMME	/ REFRESHER COURSE
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Short Term Course ☐ Summer / Winter School ☐

IN THE SUBJECT	
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commencing from 

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 To 

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(tick whatever is applicable)

1. Name of Applicant (In Capital Letters) Surname First Name Middle Name

2. Date of Birth 

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 3. Sex 

M	F
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4. Category	SC	ST	Gen.	OBC	Minorty
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5. Educational Qualifications PG ☐ M.Phil. ☐ Ph.D. ☐

6. Name and address of the College/Institution where the applicant is employed :

_____	STD Code	_____
_____	Telephone No.	_____
_____	Fax	_____
_____ PIN CODE <input type="text"/>	E-mail	_____

7. University to which the College/Institution is affiliated :

8. Residential Address :

	STD Code	
	Telephone No.	
	Fax	
_____ PIN CODE <input type="text"/>	E-mail	

9. Designation \_\_\_\_\_

10. Date of Appointment as Lecturer 

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11. Nature of Appointment	Regular	Adhoc	Temporary	Contract
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12. Present Pay-Scale : Rs.	
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Present Basic-Pay : Rs.

13. Date or due date of placement in Senior Scale 















 and/or

in Selection Grade

14. Teaching Experience :  UG Classes  PG Classes   
(in years)

Subject  Specialization

P.T.O.

15. Have you attended any programme so far? Yes ☐ No ☐

Orientation Programme	and	Refresher course in
	or	

16. If yes, give dates, name and address of the Academic Staff College/Institute.

(1)

Date

To

Address

(2)

Date

To

Address

(3)

Date

To

Address

17. Hostel Accommodation Required ☐ Not Required ☐

18. **Registration Fee :**  
A Demand Draft of Rs.1000/- for registration in favour of **Director UGC-HRDC,University of Allahabad** payable at Allahabad, to be submitted with the application form.

Details : No.

Date

Name of Bank

I declare that the information given above is correct to the best of my knowledge.

I hereby undertake to participate in all the academic sessions and assignment work during the course and will abide by the rules and regulations of the UGC-Academic Staff College, University of Allahabad, Allahabad.

Place :.....

Date :.....

Signature of the Applicant

RECOMMENDATIONS OF THE FORWARDING AUTHORITY

- (1) I recommend Dr./Mr./Ms.....for the Orientation Programme/Refresher course in the subject..... . He/She will be relieved on time to participate in the above course at UGC- Human Resource Development Centre if selected and no work at this institution will be allotted for the duration of the programme.
- (2) Certified that this college is affiliated to.....University for the last 5 years.
- (3) Certified that the teacher has total teaching experience of.....years.....months in all the institutions.

Place :.....

Date :.....

Signature and Seal of the Principal/Director/Head

**Note : Incomplete form will not be entertained.**

Address for Correspondence :

**THE DIRECTOR**  
**UGC - Human Resource Development Centre**  
**(formerly Academic Staff College)**  
Education Department Building (1st Floor), University of Allahabad, Allahabad-211002  
Tel. and Fax No. : 0532-2460787      E-mail : ugcascu@rediffmail.com