Annexure-I

Instructions to fill in Application Form

General (a) Please download the attached Form, complete it, and return. (b) No Column of application form should be left blank.
(c) Use additional sheets where necessary, with relevant columns drawn thereon, inserting proper references.
(d) Completed application should be accompanied by all the requisite documents. You are requested to go through the „check list“ of documents before submitting the application. Incomplete applications are liable to be rejected.
(e) Photocopies of documents asked for need attestation.

Item No. 1 Name given here should be the same as given in your matriculation/higher secondary certificate and degree certificates. If there is a change, addition or deletion, an affidavit from a Notary Public/Magistrate is necessary.

Item No.11 In case grades are awarded, please attach the sheet giving conversion of grades to percentage of marks.

Item No. 13 Specializations may be indicated in terms of (a) Subject (b) Broad Area(s) of specialization and (c) Exact area(s) of specialization.

Check list of documents to be attached

1. Photograph on the main application form Yes/No
2. Affidavit if you carry different name/surnames in your certificates Yes/No
3. Attested copy of School Leaving/High School/Secondary School Certificate (For date of birth) Yes/No
4. Attested copies of Mark Sheets/Grade Cards & Degrees for BSc/MSc/MPhil/PhD Yes/No
   BE/ME/PhD
   BPharm/MPharm/PhD
   MBBS/MD/MS/MCh/DM/PhD
   BVSc/MVSc/PhD
5. List of Publications Yes/No
6. Reprints Yes/No
7. Attested copies of Letter(s) of Acceptance for paper(s) accepted for publication & preprints. Yes/No
8. Attested copies of Award Letters Yes/No
   For Fellowship: JRF/SRF/RA
9. Attested copies of Experience Certificates Yes/No
10. Attested copy of Release Order from your last employer Yes/No
11. No Objection Certificate (NOC) from current employer Yes/No
12. Undertaking for resignation from service, if selected Yes/No
13. Detailed Research Proposal Yes/No
14. Testimonials from 2 Referees Yes/No