



2nd Floor, Mulla Ramooji Bhawan, Banganga Square, Bhopal 462003, MP, India

Application Form **For Post on Regular Appointment**

Instructions to fill the application form:

1. PI fill the form in legible handwriting using ball point pen or type using computer.
2. PI use BLOCK CAPITAL LETTERS only.
3. Affix recent passport size colour photo at desired place, self attest the photograph by cross signing on photo and application form.
4. Do not leave any column unfilled. Write "Not Applicable" in unfilled columns (if any).
5. PI put the signature by ink pen on each page of application form and write your name below the signature.
6. PI write the script "True copy, Self Attested by Me" and sign by ink pen on each page supporting testimonials.
7. PI mark page no. on the bottom right corner of all annexure with black sketch pen.
8. PI arrange all pages in portrait format.
9. Application should put in a sealed cover (A-4 Size) and super scripted by following: "Name of post applied for" " Name, Address and Cell No. of the Applicant"
10. Applicants who wish to apply for more than one post should prepare separate set(s) of application form(with supporting) and forward the sets to university in different envelopes.
11. Application fee for different posts has to be deposited separately.
12. Application form should reach to the address mentioned in advertisement till last date of filling the application.
13. University will accept the hard copy of applications by registered post/ speed post/ courier.
14. University will not be responsible for postal delay or any other reason thereof for late receipt of application.
15. University will not accept the application(s) or there advance copy submitted via Email, Facsimile or Telex.
16. Incomplete, forms filled in illegible handwriting or type text, without supporting documents, unsigned shall not be considered of scrutiny.



Sanchi University

of Buddhist - Indic Studies

2nd Floor, Mulla Ramooji Bhawan, Banganga Square, Bhopal 462003, MP, India

Application Form for the Post of

"Name.....Code

| | | | | | |
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To,
The Registrar,
Sanchi University of Buddhist - Indic Studies.
2nd Floor, Mulla Ramooji Bhawan,
Banganga Square,
Bhopal 462003, MP, India

Ref.: Advertisement No Dated Published in news papers and
website <http://sanchiuniv.org.in/>

Sir,

I wish to put my candidature for non-teaching post advertised by you. My personnel
particulars are given below:

A. Personal Details:

Pl affix your
latest self
attested
passport size
photograph

1. Name :
(As per the Certificate of High School Examination)

2. Father's/Guardian's Name :

3. Sex : Male Female Other

4. Date of Birth :

(Attach Proof of Birth. In case DoB is after
01/01/1989 birth certificate in mandatory)

5. Place of Birth : District/State
6. Nationality :
7. Domicile status : Madhya Pradesh Other State
 (PI specify)
 (Attach Copy of domicile certificate issued by Authority)
8. Age (as on advertisement date) :YearsMonthsDays
9. Marital Status: Yes No
10. No of children:
11. Category: : Gen OBC SC ST
 (In case applicant belongs to OBC, SC or ST, PI attach the copy of caste certificate)
12. Do you come under creamy layer : Yes No
13. Present Address :

 City/Town/Village:
 PinDistrict :
 State :
 Phone No :
 Cell No. :
 Email Id. :
14. Permanent Address :

 City/Town/Village :
 PinDistrict :
 State :

B. Academic Qualifications:

| | University /Board | Institution | Name of Course | Year of Completion | Subject | Average Percentage | Supporting Document Page No. |
|--------------------------------|--------------------------|--------------------|-----------------------|---------------------------|----------------|---------------------------|-------------------------------------|
| Post Graduate | | | | | | | |
| | | | | | | | |
| Graduate | | | | | | | |
| | | | | | | | |
| HSSC | | | | | | | |
| | | | | | | | |
| High School | | | | | | | |
| | | | | | | | |
| Other Degrees/ Diplomas | | | | | | | |
| | | | | | | | |

C. Work Experience (Starting From Current Position):

| Sr. No. | Name of Position | Organisation/ Institution/ Department | From DD/MM/YY | To DD/MM/YY | Total Period In Months & Days (eg. AA Months BB Days) | Pay Scale + AGP or Total Consolidated Monthly Pay | Key assignment/ Function | Supporting Document Page No. |
|----------------|-------------------------|--|----------------------|--------------------|--|--|---------------------------------|-------------------------------------|
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D. Proficiency:

1. Statement of Proficiency (Max. 100 words, Pl refer advertisement for desired proficiency for post applied) :

2. Computer Proficiency:

| | | | |
|---------------------------------|--------------------------|-----------|--------------------------|
| MS word | <input type="checkbox"/> | MS Excel | <input type="checkbox"/> |
| MS PowerPoint | <input type="checkbox"/> | MS Access | <input type="checkbox"/> |
| MS outlook and Internet Package | <input type="checkbox"/> | | |
| Other Softwares | <input type="checkbox"/> | | |
| Pl specify | | | |

E. Criminal & Departmental Proceedings:

1. Weather you have ever been arrested or put charge for criminal act by police or any legal authority?: (If yes , give full details, otherwise write 'No')

**2. Have you ever been penalised by court of law for criminal act?
(If yes, give full details. otherwise write 'No')**

**3. Do you have a pending criminal proceeding in any court of law?
(If yes, give full details, otherwise write 'No')**

4. Have you ever been suspended, terminated or debarred from government department or government's autonomous agencies from services? (If yes, give full details, otherwise write 'No')

F. Other Status:

1. Are you a Ex-Service Man ? Yes No
(PI furnish necessary documents as proof)

2. Do you have such disability ? Yes No
(If yes, give full detail and necessary documents as proof)

G. Names & Addresses of Referees:

(PI write details of three (3) referees of the concerned field)

1. Name & Designation
Address
.....
City/Town/Village:PinDistrict :
State :Phone No :Cell No. :
Email Id. :.....
2. Name & Designation
Address
.....
City/Town/Village:PinDistrict :
State :Phone No :Cell No. :
Email Id. :.....
3. Name & Designation
Address
.....
City/Town/Village:PinDistrict :
State :Phone No :Cell No. :
Email Id. :.....

H. Details of Application Fee:

(Fees for different post shall be deposited separately; SC/ST candidates need not deposit the application fees)

1. Amount: Rs.

2. Demand draft details: Bank details:

Date:

Draft No:

Signature:

Name:

Place:

Date:

Note: For any extra information duly signed additional sheets may be attached separately.

Declaration

I..... Son/Daughter of
hereby declare that the above information filled by me is true and correct as per my knowledge and belief. The copies attached with this application are true copy of original. I understand that if above information or attached document found false, incorrect or incomplete, I can be debarred from appointment proceedings at any stage or after the appointment. I further understand that no notice period shall be taken on request for withdrawal of my application.

Signature:

Name:

Place:

Date: