# भारतीय सूचना प्रौद्योगिकी संस्थान, पुणे
## Indian Institute of Information Technology, Pune
(An Autonomous Body, under Ministry of Education, Government of India)
Survey No. 25 & 27, Near Bopdev Ghat, Kondhwa Annexe, A/P: Pisoli (Yevlewadi),
Tah: Haweli, Dist: Pune, Maharashtra, India-411048 Website: www.iiitp.ac.in


Adv No: IIITP/NF_Adv/2021/2557 Date: 27/May/2021

| FOR OFFICE USE ONLY | |
|---|---|
| APPL. NO. | DATE: |

Affix Recent Passport Size Photograph and crossed Signature

# APPLICATION FORM

1. Name of the post applied for: **Registrar**

2. Fee Remittance: Application fee amount……

   Bank Transaction No…….. ……. ……Date: …… If exempted, specify category……..

   Application fee payment made from

   Bank A/c Number …….. IFSc:……

   Bank Name: ……

## General Information

3. Personal details

   (a) Name of Applicant (In Capital Letters): …….

   (b) Date of Birth: [DD/MM/YYYY]: ……. (Attach Proof)

   (c) Age as on 28/05/2021:…… Years……... Months……. Days

   (d) Gender: (Male/Female/Third Gender)……..

   (e) Father's Name: …….

   (f) Mother's Name: ……..

   (g) Marital Status: ……. (h) Nationality: ……

   (i) Category (GEN / SC / ST / OBC / OBC-NCL / EWS / PwD/ EX-SERVICEMEN):……

   (j) Aadhaar/Passport No: ……

   (k) Contact No: ……

(l) E-mail: ……

(m) Skype ID: ……

4. Contact Details:

| For Communication | Permanent |
|---|---|
| Address: | Address: |
| Pin: | Pin: |

5. Educational Qualifications (*) (from Matriculation onwards):

| Qualification | Name of Degree / Diploma | Specialization of Degree / Diploma | Board / University | Year of Passing | Marks (%) / CGPA Class / Grade |
|---|---|---|---|---|---|
| Matriculation | | | | | |
| Higher Secondary (12th Std) | | | | | |
| Bachelor's Degree | | | | | |
| Master's Degree | | | | | |
| M. Phil./ Ph. D. | | | | | |
| Other Qualification(s) (if any) | | | | | |
| | | | | | |
| | | | | | |

(Note: (*) Please attach separate sheets if the space is insufficient)

6. Details of Experience (In Chronological order), starting with the latest experience (Attach separate sheets if the space is insufficient)

| Sr No | Organization | Post | Duration | | Experience | | PB & Grade-Pay / Pay Level | Specify exact nature of experience | Temp / Regular / Permanent |
|---|---|---|---|---|---|---|---|---|---|
| | | | From | To | Y | M | | | |
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
| 4 | | | | | | | | | |
| 5 | | | | | | | | | |

7. Please Provide a Statement of Purpose in not more than 500 words describing how you suitable for the advertised post (please attach separate sheet).

…….

…….

8. Refresher / Orientation Courses / Training / FDP / Conferences / Workshop etc., attended (Please attach sheets if required)

| Sr. No. | Title of Programme & Name of Sponsor | Institution in which attended | Year | Duration of Programme | Your Role |
|---|---|---|---|---|---|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |

9. Character & Antecedents Report:

| Sr No | Subject | Comments |
|---|---|---|
| a. | Have you ever been subject to any disciplinary action, as a student and / or as an employee, If so give full details. | |
| b. | Have you ever been dismissed / suspended from service / employment, if so please give full details | |
| c. | Have you ever been convicted by any court of Law or are there any criminal case / disciplinary action / vigilance enquiry pending against you? If yes, give full details | |

10. Have you any relation among the employee of IIIT Pune? (Yes/ No)
If yes, provide details:

…….

…….

11. Name and Address of minimum two References.
(Referees should be familiar with your academic/ Professional Work and should not be ~~relatives~~ related to you)

**First Referee**

| | | | |
|---|---|---|---|
| **Name** | | **Position** | |
| **Address** | | Email | |
| **Phone No** | | Mobile No | |

**Second Referee**

| | | | |
|---|---|---|---|
| **Name** | | **Position** | |
| **Address** | | Email | |
| **Phone No** | | Mobile No | |

12. Any other information you wish to mention

…….

…….

13. **Declaration:** I hereby declare that, I have carefully read and understood the instructions given in the advertisement No: IIITP/NF_Adv/2021/2557 Dated: 27/May/2021 and particulars supplied to me and that all the entries in this form are true to the best of my knowledge and belief. I also declare that I have not concealed any material information which may debar my candidature for being considered for the post applied for. In the event of suppression or distortion of any fact made in my application form, I understand that I will be denied employment in the Institute and if already employed on any of the posts in the Institute, my services will be terminated forthwith.

Place……..  Signature

Date……..  (Name of the Applicant)

**CHECK LIST**

| | | | | |
|---|---|---|---|---|
| 1. | Have you signed on your Application? (Tick √ Yes or No) | YES | ☐ | |
| 2. | Have you attached the Self - Attested Copies of all the Certificates / Testimonials? (Tick √ Yes or No) | YES | ☐ | |
| 3. | Have you enclosed Self Attested copy of proof of Age? (Tick √ Yes or No) | YES | ☐ | |
| 4. | Have you enclosed transaction slip for payment of application fee if applicable (Tick √ Yes or No) | YES | ☐ | NA ☐ |
| 5. | Have you enclosed Self-Attested Copy of SC / ST / OBC / OBC-NCL / EWS / PwD Certificate, if applicable? (Tick √ Yes or No) | YES | ☐ | NA ☐ |
| 6. | Have you pasted and crossed your signature on your photograph on application? (Tick √ Yes or No) | YES | ☐ | |
| 7. | If you are employed, have you forwarded your application through proper channel? (NOC) (Tick √ Yes or No) | YES | ☐ | NA ☐ |

Note: NA is "Not Applicable".

**FORM OF CASTE CERTIFICATE (SC/ST)**

**The form of certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India**

This is to certify that Shri/Shrimati/Kumari*..... son/daughter* of ..... of village/town* ..... in District/Division* ..... of the State/Union Territory* ..... belongs to the..... Caste/Tribe* which is recognised as a Scheduled Caste/Scheduled Tribe* under:—

@ The Constitution (Scheduled Castes) Order, 1950
@ The Constitution (Scheduled Tribes) Order, 1950
@ The Constitution (Scheduled Castes) Union Territories Order, 1951
@ The Constitution (Scheduled Tribes) Union Territories Order, 1951
[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]
@ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
@ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
@ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962
@ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962
@ The Constitution (Pondicherry) Scheduled Castes Order, 1964
@ The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
@ The Constitution (Goa, Daman and Diu) Scheduled Castes Order,1968
@ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order,1968
@ The Constitution (Nagaland) Scheduled Tribes Order, 1970
@ The Constitution (Sikkim) Scheduled Castes Order, 1978
@ The Constitution (Sikkim) Scheduled Tribes Order, 1978
@ The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
@ The Constitution (SC) Order (Amendment) Act, 1990
@ The Constitution (ST) Order (Amendment) Act, 1991
@ The Constitution (ST) Order (Second Amendment) Act, 1991
@ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
@ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
@ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
@ The Constitution (Scheduled Castes) Orders (Second Amendment)Act, 2002

**% 2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another.**

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Shrimati*..... Father/Mother of Shri/Shrimati/Kumari ..... of village/town* ..... in District/Division*..... of the State/Union Territory*..... who belongs to the Caste/Tribe* which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* of ..... issued by the ..... dated .....

**% 3.** Shri/Shrimati/Kumari*..... and/or* his/her* family ordinarily resides in village/town*..... of..... District/Division* of the State/Union Territory* of.....

Signature.....
**Designation.....
(With Seal of Office)
State/Union Territory*
Place: .....
Date: .....

*Please delete the words which are not applicable.
@Please quote specific Presidential Order.
% Delete the paragraph which is not applicable.

**NOTE:** The term "ordinarily reside (s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

****List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate.**
(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/† Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.
†(not below of the rank of 1st Class Stipendiary Magistrate).
(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
(iii) Revenue Officers not below the rank of Tehsildar.
(iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
(v) Administrator/Secretary to Administrator/Development Officer(Lakshadweep)

**The form of certificate to be produced by Other Backward Classes candidates applying for appointment to posts under the Government of India.**

This is to certify that Shri/Shrimati/Kumari*.....son/daughter* of Shri..... of village/town* .....in District/Division*..... of the State/Union Territory*.....belongs to the .....Community which is recognised as a backward class under:

@ Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC (C) dated 10th September, 1993 published in the Gazette of India Extraordinary Part-I, Section-1,No. 186 dated 13th September, 1993.
@ Government of India, Ministry of Welfare Resolution No. 12011/9/94-BCC dated 19-10-94, published in the Gazette of India Extraordinary Part-I, Section-1, No. 163 dated 20-10-1994.
@ Government of India, Ministry of Welfare Resolution No. 12011/7/95-BCC dated 24-5-95, published in the Gazette of India Extraordinary Part-I, Section-1, No. 88 dated 25-5-1995.
@ Government of India, Ministry of Welfare Resolution No. 12011/96/94-BCC dated 9thMarch, 1996 published in the Gazette of India Extraordinary Part-I, Section-1, No. 60 dated 11th March, 1996.
@ Government of India, Ministry of Welfare Resolution No. 12011/44/96-BCC dated 6th December, 1996 published in the Gazette of India Extraordinary Part-I, Section-1, No210 dated 11th December, 1996.
@ Government of India, Ministry of Welfare Resolution No. 12011/99/94-BCC dated 11th December, 1997 published in the Gazette of India Extraordinary Part-I, Section-1, No.236 dated 12th December, 1997.
@ Government of India, Ministry of Welfare Resolution No. 12011/13/97-BCC dated 3rd December, 1997 published in the Gazette of India Extraordinary Part-I, Section-1, No. 239 dated 17th December, 1997.
@ Government of India, Ministry of Social Justice and Empowerment Resolution No.12011/68/98-BCC dated the 27th October, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 241 dated the 27th October, 1999.
@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/88/98-BCC dated 6th December, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 270 dated 6th December, 1999.
@ Government of India, Ministry of Social Justice and Empowerment Resolution No.12011/36/99-BCC dated 4th April, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 71 dated 4th April, 2000.
@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/44/99-BCC dated the 21st September, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated the 21st September, 2000.
@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/9/2000-BCC dated 6th September, 2001 published in the Gazette of India Extraordinary Part-I, Section-1, No. 246 dated 6th September, 2001.
@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/1/2001-BCC dated 19th June, 2003 published in the Gazette of India Extraordinary Part-I, Section, 1 No. 151 dated 20th June, 2003.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 2011/4/2002-BCC dated 13th January, 2004 published in the Gazette of India Extraordinary, Part-I Section-1, No. 9 dated 13th January, 2004.
@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/14/2004-BCC dated 12th March, 2007 published in the Gazette of India Extraordinary, Part-I, Section-1, No. 67 dated 12th March, 2007.

Shri/Shrimati/Kumari*.....and/or* his/her* family ordinarily residesin village/town*..... of..... District/Division* of the State/ Union Territory* of.....

This is also to certify that he/she* does not belong to the persons/sections* (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8-9-1993 O.M. No. 36033/3/2004-Estt. (Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt. (Res.) dated 14th October, 2008.

Signature.....
**Designation.....
(With seal of Office)
State/Union Territory
Place.....
Date.....
*Please delete the words which are not applicable.
@ Strike out whichever is not applicable.

**NOTE:** The term "ordinarily reside (s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

****List of authorities empowered to issue OBC Certificate**

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/† Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner. †(not below of the rank of 1st Class Stipendiary Magistrate).
(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
(iii) Revenue Officers not below the rank of Tehsildar.
(iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
(v) Administrator/Secretary to Administrator/Development Officer(Lakshadweep)

**Note 1:** Candidates claiming to belong to OBCs should note that the name of their Caste (including its spellings) as indicated in their certificates, should be exactly the same as published in the lists notified by the Central Government from time to time. A certificate containing any variation in the Caste name will not be accepted.

**Note 2:**The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.

**Note 3:**No change in the community status already indicated by a candidate in his/her simplified application form for this examination will ordinarily be allowed by the Commission.

**Government of .....**
**(Name & Address of the authority issuing the certificate)**

**INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

**Certificate No.**_____ **Date:**_____

VALID FOR THE YEAR_____

This is to certify that Shri/Smt./Kumari_____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____Post Office_____ District_____ in the State/Union Territory _____ Pin code_____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family'** is below Rs.8 lakh (Rupees Eight Lakh only) for the financial Year_____. His /Her family does not own or posses any of the following assets***

I. 5 acres of agricultural land and above.
II. Residential flat of 1000 sq. ft and above.
III. Residential plot of 100 sq. yards and above in notified Municipalities.
IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari_____ belongs to the_____ caste which is not recognized as a Scheduled Caste, Schedules Tribe and Other Backward Classes (Central List).

Signature with seal of office_____
Name_____
Designation_____

Recent Passport size attested photograph of the applicant

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*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.
** Note 2: The terms "Family" for this purpose include the person, who seeks benefits of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children on below the age of 18 years.
*** Note 3 : The property held by a "Family" in different locations or different places/Cities have been clubbed while applying the land or property holding test to determine EWS status.