



राष्ट्रीय प्रौद्योगिकी संस्थान सिक्किम
NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM
(An Institute of National Importance, MoE, Govt. of India)

APPLICATION FORM FOR THE RECRUITMENT OF FACULTY POSITION

(PART A)

***Note:** Prospective candidates are advised to study the Instructions carefully and then fill up the application precisely and to the point in all respects. No column should be left blank. Incomplete application will be rejected. Candidates may attach additional sheets, if required.*

Advertisement No.	
Date	

Post Applied For	
AGP/ Pay Level (refer detailed Advertisement)	
Current Basic Pay	
Department	
Specialization	

FEE REMITTANCE DETAILS:

SBI e-collect transaction details	Amount (Rs.)	Date

1	Full Name of Applicant (In Block Letters)		Affix Passport Size (4 x 5 cm) Photograph	
2	Father's Name			
3	Mother's Name			
4	A. Marital Status:	B. Gender:		
5	A. Permanent Address	B. Correspondence Address		
	City: PIN: District: State:		City: PIN: District: State:	

	Contact No.:	Contact No.:
6	Phone No. with STD Code	
	Mob. No:	Alternate Mob. No.:
	Email ID:	
	Alternate Email ID:	
7	Date of Birth (DD/MM/YYYY) (Must enclose Self attested copy of Certificate)	
8	Age (As on 22.05.2026)	
9	Nationality	
10	Religion	
11	Category (Gen/ST/ SC/OBC/EWS) (Please enclose self-attested copy of certificate)	
12	Photo ID Proof Please mention (Aadhar/PAN/Passport/Voter ID/Any Other Govt. ID)	Type of ID: ID Number:
13	If you are employed, State whether NOC is enclosed.	Yes / No

14. Whether Physically Challenged: (Put ✓ mark) ☐ Yes / ☐ No

* If Yes, please mark (✓) the category: ☐ A ☐ B ☐ C ☐ D ☐ E

A) Blindness & Low Vision;

B) Deaf & Hard of hearing

C) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy

D) Autism, intellectual disability, specific learning disability and mental illness;

E) Multiple disabilities from amongst persons under clauses (A) to (D) including deaf-blindness

(*Attach a certificate from the competent authority as prescribed under central government rules)

15. Educational Qualification:

A	Educational Qualifications (10th Standard onwards)						
	Name of Examination	Institution	Board	Year of passing	% of Marks	Grade/ Division	Encl. No.
	10 th						
	12 th /Higher Sec.						

B (i)	Educational Qualifications (Under Graduation onwards)							
	Name of Degree	Discipline/ Specialization	Institution	University	Year of passing	Grade Point/ % of Marks	Grade/ Division	Encl. No.
	Bachelor's							
	Master's							

	M. Tech/M. Sc./M. A.							
	Other (If Any)							

B (ii)	Name of Degree	Discipline/ Specialization	Institution & University	Date of Award (dd/mm/yyyy)	Encl. No.
	Ph.D.				
	Thesis Title				

B (iii)	Name of Degree	Discipline/ Specialization	Institution & University with full address	Duration		Encl. No.
	Post-Doctoral Fellowship			From	To	
	Area of Research					

B (iv)	Name of Degree	Discipline/ Specialization	Institution & University	Duration		Encl. No.
	Others (If Any)			From	To	

B (v)	Name of Exam (NET/SLET/GATE)	Subject/ Discipline	Registration Number/ Roll Number	Year of passing	Encl. No.

16. Experience (Experience will not be considered Without Certificate.)

A	Details of Teaching Experience (In reverse Chronological order) (Attach extra sheet, if needed)									
S. No.	Name of the Organization	Year wise NIRF rank for serving period (Year 1/Rank, Year 2/Rank, Year 3/Rank,)**	Post	Period		Duration		PB & G-Pay/ Pay level	Temporary/ Permanent	Encl. No.
				From	To	Y	M			
1										
2										
3										
Total										

*Institution of Repute is defined as per Ministry of Education Communication F.No.33-9/2011-TS.III, Dated: 16/04/2019.

** Not Applicable for Fully Funded Central Educational Institutions and State Educational Institutes Funded by State Government

B)	Scientific Research/ Industrial Experience (Research experience as Post-Doctoral as approved in [F.No33-9/2011-TS.III, Dated:16 April 2019, Pt 2], Research Experience in Institute of Repute/ National Agencies of the country like Government major R&D lab in India (CSIR, ICAR, DAE, ISRO, DRDO etc.)/Industrial experience with industries having turnover of more than 100 crores/ for Architecture applicants, experience in Architecture
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Firms having Projects of more than 20 crores per annum)								
S. No.	Organization Name & Address	Post	Duration		Experience		Permanent/Temporary/Contract	Encl. No.
			From	To	Y	M		
1								
2								
Total								

Total Experience (16A + 16B) in Years and Months	
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17. Additional Relevant Information (In Support of Candidature):

S. No.	Particular	Name of Award (UG Onwards)	Name of Awarding (State/National/ International) Organization	Encl. No.
1	Academic/Research Excellence Award (excluding scholarship and conference paper award)			
2	Fellowship			
3	Sports and extra-curricular activities (including NCC, NSS) at State/ National/ International level			
4	Any other significant achievement			

18. Character & Antecedents Report:

S. No.	Particulars	Yes/No	Encl. No.
1	Have you ever been subject to any disciplinary action, as a student and/or as an employee, if so give full details.		
2	Have you ever been dismissed/suspended from service/employment, if so, please give full details		
3	Were you involved in any criminal case, if yes, give full details		
4	Is any criminal case pending against you in the court, if yes, give full details		

19. Index of Application

(Important: all the enclosures should be self-attested and serially numbered)

S. No.	Description	Encl. No.	Page No. From-To
1	Application Form (duly filled and signed each page)		
2	Candidate Summary (duly filled and signed each page)		
3	Category/PWD Certificate, if applicable		
4	10 th Class Certificate showing date of birth.		
5	12 th Class/Higher Secondary marks statement		
6	UG Degree certificate and Marks statements		
7	PG Degree certificate and Marks statements		
8	PhD Degree certificate		
9	Post-Doctoral Fellowship proof (if any)		
10	NET/SLET/GATE score card (if any)		
11	Documents in support of claimed experience		
12	NOC/forwarding letter from employer, if applicable		

13	Credit Point Sheet and documents in support of credit points		
14	Award/Fellowship/Sports/Extracurricular Achievements		
15	Any other relevant document.		

20. Details of Present Employment and Employer's Endorsement
(Candidate have to produce NOC at the time of Interview)

Name of Organization					
Designation of Applicant		Date of Appointment of Applicant		Encl. No.	
Whether Temporary/ Permanent		Name and Signature of Forwarding authority with seal and date			
Pay Level					
Basic Pay		Designation:			

DECLARATION

I hereby declare that I have carefully read and understood the instructions/ information provided by the Institute in any form. All the entries are filled by me and particulars / information supplied by me, as well as, the documents enclosed in proof of my claims/information supplied are true to the best of my knowledge and belief. If anything found concealed or false, I undertake that my candidature shall stand cancelled and I shall be liable for legal action.

Date:

Place:

Signature

PART-B : CREDIT POINT PERFORMA

Following instructions may be strictly followed when filling up credit point proforma:

1. Credit points earned during the period from the last date of submission of application and date of joining, which was not considered in the previous selection process, shall be carried forward.
2. Any attempt to claim any credit points which have exhausted in previous direct recruitment, for subsequent recruitment, shall be treated as **fraudulent** and will attract commensurate action.
3. Candidates should be **circumspect** in claiming the credit points and should not violate the spirit of scheme of credit points by claiming points liberally and without adequate basis. Any unreasonably huge gap between claimed and awarded points shall be seen as academic integrity issue and is likely to lead to summary rejection of application.
4. Candidates should take care to back up each and every claim with relevant documents. In absence of documentary proof, claim for particular activity will not be entertained and no opportunity shall be granted to make up for such deficiency.

CREDIT POINTS CLAIMED

1 A	External sponsored Research Projects Undertaken (Please provide proof (award letter) for each project) <u>Credit Point Distribution:</u> 8 Credit points per project (in case of more than one person in a Project, the Principal Investigator gets 5 credit points and the rest to be divided equally among other members).								
	Project Title	PI / CO-PI	Number of CO-PIs	Name of Sponsorin g Agency	Amount Sanctioned	Period of Project		Credit Points Claimed	Encl. No.
	From	To							
i									
ii									
					Total Credit Points				
					Enclosure Number				
					From		To		

1B	Patents Granted (Only granted patents are considered) Please provide proof for grant of patent issued by competent authority. <u>Credit Point Distribution:</u> 8 Credit points per patent as inventor (in case of more than one person in a Project, the Principal Investigator gets 5 credit points and the rest to be divided equally among other members).							
	Title of Patent	PI / CO-PI	Number of CO-PIs	File Number/ Patent Award Number	Patent Granting Authority	Credit Points Claimed	Encl. No.	
i								
ii								
				Total Credit Points				
				Enclosure Number				
				From		To		

2	Consultancy Projects Undertaken (Please provide proof (award letter) for each consultancy) Credit Point Distribution: 2 Credit points @ Rs.5 lakhs of consultancy, subject to maximum of 10 Credit points (Rs. 5 lakhs amount may be in single or cumulative in multiple assignments).						
	Consultancy Project Title	Name of Sponsoring Agency	Amount Sanctioned	Period of Project From To		Credit Points Claimed	Encl. No.
i							
ii							
						Total Credit Points	
						Enclosure Number	
						From	To

3	Ph.D. Thesis Guided (Including Thesis submitted cases.) As a Proof Notification of Concerned University/Institute must be attached for each candidate Credit Point Distribution: 8 Credit points per Ph.D. student (in case there are more than one supervisor, then the Guide (1 st Supervisor) gets 5 credit points per student and the rest to be divided equally among other supervisor(s).								
	S. No.	Name of Candidate	Supervisor/ Co-supervisor	No. of Co-supervisor	Title of Thesis	Status Submitted/ Awarded	Year	Credit Points Claimed	Encl. No.
	i								
	ii								
	Total Credit Points								
Enclosure Number									
From						To			

4	Published Research Papers in Science Citation Index (SCI/SCIE/SSCI/Scopus) (Paid Journals NOT allowed). As a proof please provide a. Page containing title, author(s) name, affiliation & name of the journal Credit Point Distribution: 4 Credit points per paper. First Author or Main Supervisor will get 2 points and rest will be divided among others.							
	Title of Paper	Name of Journal & ISSN Number	Volume, Page Number & Year (Reverse Chronological order)	Paper published in SCI/SCIE/SSCI/Scopus indexed journal (as cited in paper)	First Author or Corresponding author (Yes/No) Attach proof for supervisor	Number of Authors	Credit Points Claimed	Encl. No.
	i							
	ii							
	Total Credit Points							
Enclosure Number								
From					To			

5	Conference paper Indexed in SCI/SCIE/SSCI/ Scopus or web of science Conference or any internationally renowned conference. As a proof please provide (a) Page(s) containing title, author(s) name, affiliation & name of the proceeding of the conference (b) That the concerned conference is in the list of Science Citation Index or Scopus or Web of science Conference or any internationally renowned conference <u>Credit Point Distribution:</u> 1 Credit points per paper up to a maximum of 10 credit points since Last promotion. First author or Main Supervisor will get 0.6 and rest will be divided among others.						
	Title of Paper	Detail of Conference	Volume, Page Number & Year	First Author or Main Supervisor (Yes/No)	Number of Authors	Credit Points Claimed	Encl. No.
	i						
	ii						
	iii						
	iv						
	v						
Total Credit Points							
Enclosure Number							
From					To		

6	Institute Level Additional Responsibilities [Head of the Department, Dean, Chief Warden, Professor In-charge (Training and Placement), Advisor (Estate), Chief Vigilance Officer, PI (Exam) & TEQIP (Coordinator)] As a proof please provide copy of order(s) issued by concerned Head or Chairman and approved by the Director. <u>Credit Point Distribution:</u> 2 Credit points per semester up to a max of 16 Credit points since last promotion					
	Name of Post	Duration		No. of Semesters	Credit Points Claimed	Encl. No.
		From	To			
	i					
	ii					
Total Credit Points						
Enclosure Number						
From					To	

7	Other Institute Level Additional Responsibilities (Warden, Assistant wardens, Associate Dean, Chairman or Convener institute academic committees, Faculty In charge Computer Center or Information and Technology Services or Library or Admission or student activities and other Institutional activities) As a proof please provide copy of order(s) issued by concerned Head or Chairman and approved by the Director. <u>Credit Point Distribution:</u> 1 Credit point per semester up to a maximum of 8 credit points since last promotion					
	Name of Post	Duration		No. of Semesters	Credit Points Claimed	Encl. No.
		From	To			
	i					
	ii					
Total Credit Points						
Enclosure Number						
From					To	

8	Chairman and Convener of different Standing Committees and Special Committees (Ex-officio status will not be considered). Faculty in-charges (Each for one year duration) of different Units or equivalent. As a proof please provide copy of order(s) issued by concerned Head or Chairman and approved by the Director. <u>Credit Point Distribution:</u> 0.5 Credit point per semester up to a maximum of 3 credit points since last promotion.					
	Name and Details of Post	Duration		No. of Semesters	Credit Points Claimed	Encl. No.
		From	To			
	i					
	ii					
Total Credit Points						
Enclosure Number						
From					To	

9	Departmental activities identified by Head of the Department like Lab in Charges, or Department Level Committee for a minimum period of one year. As a proof please provide copy of order(s) issued by concerned Head or Chairman and approved by the Director. <u>Credit Point Distribution:</u> 0.5 Credit point per Semesters up to a maximum of 3 credit points since last promotion					
	Details of Activity	Duration		No. of Semesters	Credit Points Claimed	Encl. No.
		From	To			
	i					
ii						
iii						
					Total Credit Points	
					Enclosure Number	
					From	To

10	Workshop or Faculty Development Program or Short-Term Courses of min 05 working days duration offered as Coordinator or Convener Please provide proof. <u>Credit Point Distribution:</u> 2 Credit points per course up to a maximum of 8 Credit points since last promotion.						
	Post held (coordinator or convener)	Details of WS/FDP /STC	Duration		Total No. of Days	Credit Points Claimed	Encl. No.
			From	To			
	i						
ii							
					Total Credit Points		
					Enclosure Number		
					From	To	

11	Conducting National Programs like Global Initiative of Academic Networks etc. as Course Coordinator. Please provide proof. <u>Credit Point Distribution:</u> 2 Credit points per course up to a maximum of 4 credit points since the last promotion for Program of two weeks duration. 1 credit point per course up to a maximum of 2 credit points since last promotion, for program of one-week duration.					
	Details of National Programs Conducted	Duration		Total No. of Days	Credit Points Claimed	Encl. No.
		From	To			
	i					
ii						
iii						
					Total Credit Points	
					Enclosure Number	
					From	To

12	National or International conference organized as Chairman or Secretary Please provide proof. <u>Credit Point Distribution:</u> 3 Credit points per program up to a maximum of 6 Credit points since last promotion.						
	Post held Chairman or Secretary	Details of conference organized	Duration		Total No. of Days	Credit Points Claimed	Encl. No.
			From	To			
i							
ii							
						Total Credit Points	
						Enclosure Number	
						From	To

13	Length of service over and above the relevant minimum teaching experience required for a given cadre Please provide letter of appointment along with joining report/promotion as proof. <u>Credit Point Distribution:</u> 2 Credit points per semester with maximum of 10 credit points since last promotion						
	Designation	Organization	Duration		Total No. of Semesters	Credit Points Claimed	Encl. No.
			From	To			
i							
ii							
						Total Credit Points	
						Enclosure Number	
						From	To

14	Establishment of New Lab(s): Duly certified by Head of the department as proof (Up gradation of Existing Lab will not be considered). <u>Credit Point Distribution:</u> 4 Credit points since last promotion.				
	Name of Laboratory	Organization	Year of Establishment of Lab	Credit Points Claimed	Encl. No.
i					
ii					
				Total Credit Points	
				Enclosure Number	
				From	To

15	Theory Teaching of over and above 6 credit hrs. course Attach copy of Time Table duly certified by Head of the department as proof. <u>Credit Point Distribution:</u> 1 Credit point or credit hours up to a maximum of 6 credit points since last promotion.					
	Name of Course	Number of Credit points	Name of Department	Credit of the Course Taught	Credit Points Claimed	Encl. No.
i						
ii						
					Total Credit Points	
					Enclosure Number	

From	To

16	Post Graduate Dissertations Guided (List of the dissertation duly certified by Head of the department as proof.) Credit Point Distribution: 0.5 Credit point per project to a maximum of 10 Credit points since last promotion.				
S. No.	Name of Candidate	Title of Dissertation	Year of award	Credit Points Claimed	Encl. No.
i					
ii					
				Total Credit Points	
				Enclosure Number	
				From	To

17	Under Graduate Projects Guided (List of the UG project duly certified by Head of the department as proof.) Credit Point Distribution: 0.25 Credit point per project to a maximum of 4 Credit points since last promotion.				
S. No.	Name of Candidate	Title of Project	Year of award	Credit Points Claimed	Encl. No.
i					
ii					
				Total Credit Points	
				Enclosure Number	
				From	To

18	Text or Reference Books published on relevant subjects from reputed international publishers For Proof cover page along with page(s) containing author(s) and publisher's details of the published book should be submitted Credit Point Distribution: 6 Credit points per book up to a maximum of 18 Credit points since last promotion.				
S. No.	Title of the Book	Name of Publisher with ISSN/ISBN No.	Year of Publication	Credit Points Claimed	Encl. No.
i					
ii					
				Total Credit Points	
				Enclosure Number	
				From	To

19	A) Text or Reference book published on relevant subjects from reputed national publishers For Proof cover page along with page(s) containing author(s) and publisher's details of the published book should be submitted B) Book chapters in the books published by reputed international publishers only for Proof cover page of the book along with first of the concerned chapter containing details of author(s) and title of the chapter should be submitted				
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	<u>Credit Point Distribution:</u> 2 Credit points per book/chapter up to a maximum of 6 Credit points since last promotion.				
S. No.	Title of the Book	Name of Publisher with ISSN/ISBN No.	Year of Publication	Credit Points Claimed	Encl. No.
i					
ii					
				Total Credit Points	
				Enclosure Number	
				From	To

20	Significant outreach activities (Please provide Proof) <u>Credit Point Distribution:</u> 1 Credit point per activity up to a maximum of 4 credit points since last promotion.				
S. No.	Name and Details of Outreach Activity	Duration		Credit Points Claimed	Encl. No.
		From	To		
i					
ii					
				Total Credit Points	
				Enclosure Number	
				From	To

21	Fellow IEEE, FNA, FNAE, FNASc (Please provide Proof) <u>Credit Point Distribution:</u> 10 Credit points				
S. No.	Name and Details of Fellow	Date of Award	Total Duration of Award	Credit Points Claimed	Encl. No.
i					
ii					
				Total Credit Points	
				Enclosure Number	
				From	To

22	Placement percentage (only for the placement cell officers or Faculty in-charge of Placement) Please provide Proof <u>Credit Point Distribution:</u> 4 credit points/year up to a maximum of 20 points since last promotion for Placement percentage > 85% 2 credit points/year up to a maximum of 10 points since last promotion for Placement percentage > 75% to 84 % (% to be based on total number of students passing out and single job offer)				
S. No.	Name of Company/Organization	Number of Selections more than 85%	Number of Selections more than 75% to 84%	Credit Points Claimed	Encl. No.
i.					
ii.					

Total Credit Points	
Enclosure Number	
From	To

Total Credit Points Claimed (From Serial No. 1 to 22)	
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CREDIT POINT TABLE TO BE FILLED UP AND ENCLOSED WITH THE APPLICATION

S. No.	Activity	Credit points available and applicable conditions	Credit points claimed by candidate	Page no. of supporting documents.		Points awarded by Scrutiny Committee/ Remarks
				From	To	
1	One external Sponsored Research and Development Projects completed or ongoing or Patent granted. (Non-exhaustible)	8 credit points per project or 8 credit points per patent as inventor (in case of more than one person in a Project, the Principal Investigator gets 5 credit points and the rest to be divided equally among other members). (in case of private funding agencies, to be considered only if minimum amount is Rs. 1 lakh).				
2	Consultancy projects (Non-exhaustible)	2 credit points @ Rs.5 lakhs of consultancy, subjects to maximum of 10 credit points (Rs.5 lakh amounts may be in single or cumulatively in multiple assignments).				
3	PhD completed (including thesis submitted cases) (Non-exhaustible)	8 credit points per Ph.D student (in case there are more than one supervisor, then the Guide (1 st Supervisor) gets 5 credit points per student and the rest to be divided equally among other supervisor				
4	One Journal papers in Sciences Citation Index or Scopus (Paid Journals not allowed)	4 point per paper. First author or Main supervisor will get 2 point and rest will be divided among others (undertaking regarding unpaid journal to be submitted)				

	(Non-exhaustible)					
5	One Conference paper indexed in Science Citation Index or Scopus or Web of sciences Conference or any internationally renowned conference	1 credit points per paper up to a maximum of 10 credit points. First author of Main Supervisor will get 0.6 and rest will be divided among the rest. Since last promotion				
6	Head of the Department, Dean, Chief Warden, Professor In-charge (Training and Placement), Advisor (Estate), Chief Vigilance Officer, PI(Exam), TEQIP (Coordinator)	2 points per semester up to a maximum of 16 credits points since the last promotion.				
7	Warden, Assistant wardens, Associate Dean, Chairman or Convener Institute academic Committees, Faculty in-charge Computer Center or Information and Technology Services or Library or Admission or student activities and other Institutional activities	1 credit point per semester up to a maximum of 8 credits points since the last promotion.				
8	Chairman and Convener of	0.5 credit point per Semesters up to a				

	different standing Committee and special Committee (Ex officio status will not be considered). Faculty in-charges (Each for one year duration) of different Units or equivalent	maximum of 3 credits points since the last promotion.				
9	Departmental activities identified by Head of the Department like lab in-charges, or department level Committee for a minimum period of one year.	0.5 credit point per Semesters up to a maximum of 3 credits points since the last promotion.				
10	Workshop of Faculty Development Program or short-term courses of minimum 05 working days duration offered as coordinator or convener	2 credit points per course up to a maximum of 8 credits points since the last promotion.				
11	For conducting national programs like Global Initiative of Academic Networks etc. as course coordinator Program of two weeks duration Program of one week duration	2 credit points per course up to a maximum of 4 credit points since the last promotion 1 credit point per course up to a maximum of 2 credit points since the last promotion.				
12	National or International conference organized as	3 credit points per program up to a maximum of 6 credits points since the last promotion.				

	Chairman or Secretary					
13	Length of service over and above the relevant minimum teaching experience required for a given cadre	2 credit points per semester with maximum of 10 credit points since the last promotion.				
14	Establishment of New Lab(s)	4 credit points since the last promotion (modification in existing lab not to be considered)				
15	Theory Teaching of over and above 6 credit hours course	1 credit point or credit hours up to a maximum of 6 credit points since the last promotion (time-table authenticated by head of teaching dept. concerned to be enclosed in support).				
16	Post Graduate Dissertation guided	0.5 credit point per project to a maximum of 10 points since the last promotion.				
17	Under Graduate Projects	0.25 credit point per project up to a maximum of 4 points since the last promotion.				
18	Text or Reference Books published on relevant subjects from reputed International publishers	6 credit points per book up to a maximum of 18 points since the last promotion (ISBN to be considered)				
19	Text or Reference book published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers	2 credit point per unit up to maximum of 6 points since the last promotion (ISBN to be considered)				

20	Significant outreach activities	1 credit point per activity up to a maximum of 4 credit point since the last promotion.				
21	Fellow IEEE, FNA, FNAE, FNASc (Non-exhaustible)	10 credit points.				
22	Placement percentage (only for the placement cell officers or Faculty in-charge of Placement)					
	Above 85%	4 credits points per year up to a maximum of 20 points since the last promotion				
	75% - 84% (% to be based on total number of students passing out and single job offer	2 credit points per year up to a maximum of 10 points since the last promotion.				

I hereby declare that I have carefully read and understood the instructions/ information provided by the Institute in any form. All the entries are filled by me and particulars / information supplied by me, as well as, the documents enclosed in proof of my claims/information supplied are true to the best of my knowledge and belief. If anything found concealed or false, I undertake that my candidature shall stand cancelled and I shall be liable for legal action.

Date:

Place:

Signature of Candidate