

UGC ACADEMIC STAFF COLLEGE

THE UNIVERSITY OF BURDWAN

BURDWAN, 713 104, WEST BENGAL

Web: www.burdwanuniversityasc.org

Application for Orientation Programme / Refresher Course /

Course for which Application is made:

Period:

1. Name of the Applicant (Block Letters) :
2. Sex :
Male / Female
3. Community :
GEN / ST / SC / OBC / BC
4. Qualification :
P.G / M.Phil / Ph.D / B.Ed / M.Ed / Others
5. Present Designation (please tick) :
Lecturer / Sr. Lecturer / Asst. Professor /
Sl. Gr. Lecturer / Reader / Librarian / Others
6. Present University / College Address :
.....
.....
.....
Office Phone No. : STD Code No.
7. Name of the Affiliating University :
8. Residential Address :
.....
.....
Res. Phone No. : STD Code No.
Mobile No. :
E-mail :
9. Mailing Address with Pin Code :
.....
10. Please write the address from where you
want to participate in the Course :
Whether it is under Burdwan Municipality : Yes / No
(please tick)
11. Distance from ASC-BU (Approx.) :
12. Name of the Teaching Department
presently employed (Block Letters) :
13. Name of the Subject in PG Level :
14. Subject now Teaching in the College/Univ. :
15. Date of First Regular Appointment :

16. Nature of Appointment :
 Permanent/Probationary/Temporary/Ad-hoc
 (attach xerox copy of appointment letter)
17. Teaching Experience (in years) : UG PG Total
18. Details of previous participation in attending Orientation / Refresher Courses
- a) Orientation Course : From to at
- b) Refresher Course : From to at
1.
 2.
 3.
 4.
19. Due date for next career advancement :
20. Accommodation Required (please tick) : Yes / No

I hereby undertake to participate in the Seminar, Evaluation Process, Panel/Group Discussion and the Assessment Work during the Course under the guidance of resource persons and to abide by the rules and regulations of the Academic Staff College.

Date: _____ (Signature of the Applicant)

21. Details of the DD : No. Dt.
 (Draft should be in the name of
"The University of Burdwan (ASC)"
 payable at Burdwan)
22. Please certify if his / her career advancement is held up because of non participation in OP/RC :
 (Certificate by higher authority)

 (Signature of Authority with Seal)

**Certificate of "Recommendation" and "No Objection" from the Principal /
 Teacher-in-Charge / Dean of Faculty / Registrar of University**

*Certified that the applicant (name)
 (present designation) is a Permanent /
 Probationary / Temporary / Ad-hoc teacher in this Institution and is serving for
 years. I do hereby recommend his/her application.*

*He/She will be relieved on time to participate in the above course at the Academic Staff College,
 Burdwan University if selected.*

Date: _____ (Signature of the Forwarding Authority with Seal)