



CENTRAL UNIVERSITY OF PUNJAB

(Established vide Act no 25(2009) of Parliament)

Application Form for Non-Teaching Position

Central University of Punjab

City Campus, Mansa Road
Bathinda-151 001 (Punjab) India
Website: www.cup.ac.in

Advertisement No.....

**Registration
Number**
(For Office use Only)

Paste your recent
passport size photograph
here

1. Details of application fee payment (if any)

DD Number	Date	Amount	Name of the Bank	DD issuing branch's name

2. Name of the post applied for

Personal details

3.	Name (in Capital Letters)	First Name	Middle Name	Surname			
4.	Date of birth	Day	Month	Year	Age as on date of advertisement	Years	Months
5.	Place of birth						
6.	Father's name						
7.	Mother's name						
8.	Nationality						
9.	Gender						
10.	Marital status	a. Married / Unmarried b. If married, name of spouse					
11.	Community/Category (delete the ones not applicable)	Gen /SC /ST /OBC / Other categories If other category:- Give details					
12.	If physically disabled, indicate the relevant particulars	If applicable, Write 'yes'	Percentage of disability	S.No. of proof enclosed			
a. Blindness or low vision :							
b. Hearing impairment							
c. Locomotor disability or cerebral palsy (includes all cases of Orthopaedically handicapped)							

13. Educational qualifications (Attach additional pages, if required)								
	Name of the course	Name of the Board / University	Month & Year passing	Division	% of Marks	CGPA (if grading is applicable)	Subjects studied	S.No. of proof enclosed
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
10 th Class / equivalent								
10+2 /equivalent								
Bachelor's degree								
Master's degree								
Any other examination passed								

14. Chronological list of experience (Starting with the first appointment)							
Designation	Scale of pay	Name & address of employers	Period of Experience			Nature of work / duties	S.No. of proof enclosed
			From date	To date	No. of years/ months (As on date of advertisement)		
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)

15. Total period of experience	_____ Years _____ months _____ days
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16. Names and complete postal addresses of 3 referees (The referee should be the last employers of the candidate or any other person having know-how of candidate's experience/knowledge and should not be related to the applicant)

Names & complete postal addresses	Referee-1	Referee-2	Referee-3
Email:			
Landline phone (with STD Code)			
Mobile Phone			
Fax			

17. Present position details

Designation	Name of the University / institution	Basic Pay (Rs.)	Pay Scale (Rs.)	Gross Pay / Total Salary p.m. (Rs.)	Increment date (Date/Month)	S.No. of proof enclosed

18. Time required for joining, if selected _____

19. Any other information/ qualification relevant to the post applied for:

20. Candidate's Name & Address for correspondence :			
	Mailing address		Permanent address
Name			
Complete Address with pin code			
Email:	Phone No. (Landline with STD code)	Mobile No.	Fax No.

21. List of self attested testimonials attached (original to be produced at the time of interview). Please tick (✓) the ones applicable
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- i. Matriculation marksheet / certificate
- ii. +2/ Intermediate marksheet / certificate
- iii. B.A./ B.Sc. /B.Com (Final) marksheet/ degree
- iv. M.A./ M.Sc. /M.Com marksheet/ degree
- v. L.L.B marksheet / degree
- vi. L.L.M marksheet / degree
- vii. Caste Certificate issued by the Competent Authority (OBC/SC/ST/etc)
- viii. Experience certificate(s)
- ix. Recommendation letter(s)
- x. Award (s)
- xi.
- xii.
- xiii.

Total Number of above self attested testimonials attached _____ (in words)

Note: Applications without the above self attested testimonials (applicable to the candidate) will not be entertained

22. Declaration

I, _____ son/daughter of _____
hereby declare that all the entries made by me in this application are true, to the best of my knowledge and belief. No disciplinary / vigilance case has ever been held or contemplated or is pending against me. If anything is found false or incorrect at any stage, my candidature /appointment may be cancelled by the university without assigning any reason thereof.

Signature of the applicant

Date : _____

Name as signed (in BLOCK LETTERS)
Application not signed by the candidate
is liable to be rejected.

23. Endorsement by the EMPLOYER

- a). In case of in-service candidates in Government/Semi-Government organizations/Public Sector Undertakings/Autonomous Organizations, the endorsement form must be signed by the employer.
b). In case of in-service candidates from Private Sector, acceptance of resignation and relieving letter from the employer at the time of joining must be submitted.

Forwarded to the Central University of Punjab, Bathinda-151 001, India:

The applicant Dr./Mr./Mrs/Ms. _____, who has submitted this application for the post of _____ in the Central University of Punjab, Bathinda, has been working in this organization namely _____ in the post of _____ in a temporary / contract/ permanent capacity with effect from _____ in the Scale of Pay of Rs. _____. He /She is drawing a basic pay of Rs. _____. His / Her next increment is due on _____.

Further, it is certified that no disciplinary / vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application being considered by the Central University of Punjab, Bathinda.

(Signature of the forwarding officer)

Name: _____

Designation: _____

Place: _____

Date : _____

Seal

CENTRAL UNIVERSITY OF PUNJAB

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Non-Teaching Position – Summary Sheet

Paste your
recent passport
size Photograph
here

1.	Name of the post applied for						
2.	Name (in Capital Letters)			Male/Female		Married / Unmarried	
3.	Date of birth DD/MM/YYYY	Place of birth	Age	Community/Category: Gen/SC/ST/OBC/PWD/others			
4.	DD Number	Date	Amount	Name of the Bank		DD issuing branch's name	
5.	Educational qualifications	Name of the course	Name of the Board / University	Month & Year Passed/ Award	Division	% of Marks	CGPA (if applicable)
	10 th Class / equivalent						
	10+2 /equivalent						
	Bachelor's degree						
	Master's degree						
	Any other examination passed						
6.. Chronological list of experience				(Starting with the first appointment)		Nature of work / duties	
Designation	Scale of pay	Name & address of employers	From date	To date	No. of years/ months		
7. Total period of experience: _____ Years _____ Months _____ Days							
8. Present Designation	Name of the University / institution	Basic Pay (Rs.)	Pay Scale (Rs.)	Gross / Total Salary p.m. (Rs.)	Increment date (Date/Month)		
9. Name & Address for correspondence :							
Name		Mailing address			Permanent address		
Complete Address with pin code							
Email:		Phone No. (Landline with STD code)			Mobile No.		Fax No.
10. Applied (Trough Proper Channel)		Yes / No					

Signature of the applicant

Incomplete Application Forms will be rejected