



10, Institutional Area, Vasant Kunj
New Delhi 110 070



Department of Personnel &
Training, Government of India

Applications, complete in all respects, should reach the **Joint Secretary (Training), Department of Personnel & Training, Block IV, 3rd Floor, Old JNU Campus, New Mehrauli Road, New Delhi 110067 before 31 March 2012.** Incomplete applications will not be considered.

Application for M.A. (Public Policy and Sustainable Development) – 2012-14

Paste a recent
stamp-size
photograph

General information

1. Name (in capitals): _____

2. Address: _____

3. Phone No(s): _____ (Off.)
_____ (Res.)
_____ (Mobile)

4. Fax No(s): _____ E mail: _____

5. Sex: Male Female

6. Date of Birth (DD/MM/YY):

7. Category: Gen SC ST OBC

Section 1: Service record

i) Service: _____ Cadre (for All India Services only) _____

ii) Date of joining the service: (DD/MM/YY)

iii) Present Posting: _____

iv) Designation: _____

v) Ministry/Department: _____

vi) Length of service in Group 'A': _____

vii) Whether on deputation to Government of India: _____

viii) If so, is this your first deputation to Government of India? : _____

ix) If on deputation, date of completion of tenure: _____

Section 2: Academic record

(Give marks/CGPA in aggregate after the final year only).

	Main subjects	Institute/University	Year of passing	% of marks/CGPA
10+2				
Bachelor's degree				
Master's degree				
Others (Specify)				

Other qualifications

Professional qualifications/diplomas that you have (CA/ICWA/NIIT/Aptech/Foreign languages, legal etc.)

Name of the Qualification	Date		Marks obtained/CGPA	Maximum marks/CGPA	Class/ Distinction
	From	To			

Section 3: Work experience

(A) Full time (attach additional sheets, if necessary)

Organization	Designation	Period		Nature of work
		From	To	

(B) Part-time, training, project work, volunteer work, etc. (attach additional sheets, if necessary)

Organization	Period		Total month	Nature of work
	From	To		

Section 4: Additional information

(Please attach separate sheets wherever necessary)

(A) Briefly describe your job responsibilities and your achievements at your work place.

(B) What are your career goals and how does a MA in Public Policy and Sustainable Development at TERI University fit in with your plans?

(C) From the policy areas of concentration (specified in the brochure) which area would you like to specialize in? Explain your interest in your chosen area.

(D) Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed area of specialization.

(E) Is there any other relevant information that you would like to provide about yourself?

Section 6: Previous record of training

i) Have you attended any foreign training of more than 15 days duration in the past?

YES NO

If yes, please specify: _____

Name of the institute: _____

Country: _____

Duration: From: _____ To: _____

ii) Have you attended any training (including domestic) of more than 12 weeks duration in the last 5 years?

YES NO

If yes, please specify: _____

Name of the institute: _____

Country: _____

Duration: From: _____ To: _____

Declaration

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place: _____

Date: _____

Signature

Please send an ADVANCE COPY (before submission to your departmental superiors for sponsorship) directly to the Joint Secretary, Department of Personnel & Training, Block IV, 3rd Floor, Old JNU Campus, New Mehrauli Road, New Delhi 110 067

However, please ensure that this application is routed through the Sponsoring Authority so as to reach DoPT as aforesaid, by 31 March 2012

For the use of the Sponsoring Authority only

i) Is there any vigilance case pending or contemplated against the officer? YES NO

If yes, please give details:

ii) Is there any standing adverse entry against the officer? YES NO
If yes, please give details:

iii) Is the applicant's overall ACR grading "Very Good"? YES NO

If no, please give details:

iv) Whether cadre clearance has been obtained?

(For officers who would be completing their deputation tenures prior to joining the MA (Public Policy and Sustainable Development) programme. In such cases, clearance of the State Government/Parent Department has to be obtained)

v) Has the candidate been offered a central deputation also? YES NO

vi) If selected, will the candidate be released for the programme? YES NO

Name of the sponsoring authority:

Designation: _____

Office: _____

Date: _____

Place: _____ Signature _____

NB. The sponsoring authority would pay the fee for the domestic component of the programme.