



UGC-HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)  
PANJAB UNIVERSITY, CHANDIGARH - 160014  
Ph: 0172-2541425, 2534031, 2534032, Email: hrdcpuchd@gmail.com; helpdesk.hrdc@pu.ac.in

**Application Form for Refresher Course**

Attested  
Photograph  
Affix Here

Course Name \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_ (Dates)

**Incomplete Forms Will Be Cancelled Without Intimation**

Name: Dr/Mr/Ms. \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Male/Female/Transgender \_\_\_\_\_  
Category (GEN./SC/ST/OBC): \_\_\_\_\_ State \_\_\_\_\_ Nationality \_\_\_\_\_  
Name of College/University: \_\_\_\_\_  
With Phone/Fax No. \_\_\_\_\_  
Affiliating University: \_\_\_\_\_  
Residential Address: \_\_\_\_\_  
With Phone/Mob. No. /E-Mail: \_\_\_\_\_

Qualification: \_\_\_\_\_  
Designation: Lecturer Stage I/ Lecturer Stage II/ Lecturer Stage III/Associate Professor  
Teaching Subject: \_\_\_\_\_ Specialization \_\_\_\_\_  
Status of Appointment: Adhoc/Temporary/Permanent/Teacher Fellow or not \_\_\_\_\_  
Date of Joining in Present/Earlier Service if any \_\_\_\_\_  
Orientation Programme: Not Attended/Attended (Tick Mark as Applicable)  
Attended From \_\_\_\_\_ to \_\_\_\_\_ (Date) at \_\_\_\_\_ (Place), Grade \_\_\_\_\_  
1<sup>st</sup> Refresher Course: Not Attended/Attended (Tick Mark as Applicable)  
Attended From \_\_\_\_\_ to \_\_\_\_\_ (Date) at \_\_\_\_\_ (Place), Grade \_\_\_\_\_  
2<sup>nd</sup> Refresher Course: Not Attended/Attended (Tick Mark as Applicable)  
Attended From \_\_\_\_\_ to \_\_\_\_\_ (Date) at \_\_\_\_\_ (Place), Grade \_\_\_\_\_  
3<sup>rd</sup> Refresher Course: Not Attended/Attended (Tick Mark as Applicable)  
Attended From \_\_\_\_\_ to \_\_\_\_\_ (Date) at \_\_\_\_\_ (Place), Grade \_\_\_\_\_  
Date of Selection Grade: Granted w.e.f. \_\_\_\_\_ /Not Granted/Due w.e.f. \_\_\_\_\_  
Granted with a rider to attend one RC (Attach Copy of the Letter)

Accommodation required at HRDC transit hostel: \_\_\_\_\_

The above information is true to my knowledge and I shall be responsible for any false statement.

Signature of the Applicant

I certify that:

Our college is included in the list of institution under section 2(f) and 12 (b) of the UGC Act.

or

Our college does not come within the preview of section 2(f) and 12 (b) of the UGC Act but has been affiliated to the University of \_\_\_\_\_ for the last 5 years/more than 5 years.

The information given above by the applicant is true, complete and correct and his/her selection has been approved by the concerned authority. The application is forwarded with the recommendation that when selected he/she will be relieved in time to participate in the course.

Dated: \_\_\_\_\_

Signature  
Principal/Head/Registrar  
with Official Seal