

## DECLARATION

I have read the Programme Announcement accompanying this application form and agree to abide by its terms and conditions .

I have read and agree to abide by the TA rules governing this Post- Graduate Diploma programme .

Signature and Designation  
of the Candidate

## RECOMMENDATION OF THE COMPETENT AUTHORITY

Signature and Designation  
of the Nominating Authority

Date:

*N.B.: This form duly recommended by the competent authority should reach  
by June 30, 2019 at the following address:*

**Prof. B.K. Panda**  
*Programme Director &  
Head, DTCBE*

*or*

**Dr. Savita Kaushal**  
*Programme Coordinator*

Department of Training & Capacity Building in Education  
**National Institute of Educational Planning and Administration**  
(Deemed to be University)  
17-B, Sri Aurobindo Marg, New Delhi – 110016

Email: bkpanda@niepa.ac.in, savita@niepa.ac.in,  
pgdepa2019@gmail.com,

*N.B.: In view of NIEPA/ PGDEPA rules permitting only train travel and in consideration of the difficulties in obtaining last minute rail reservations, participants are advised to make their train booking at the time of applying for this programme. They are also advised to seek confirmation /non-acceptance of their nomination to enable them to use the reservation to travel /cancel their bookings in time .*

## National Institute of Educational Planning and Administration

(Deemed to be University)  
17-B, Sri Aurobindo Marg, New Delhi – 110016

### POST- GRADUATE DIPLOMA IN EDUCATIONAL PLANNING AND ADMINISTRATION (PGDEPA) 2019 -20

### APPLICATION FORM

(Kindly read the Programme Announcement Brochure on the website of NIEPA at www. niepa.ac.in)

Paste Latest  
Photograph  
self attested

#### I. PERSONAL INFORMATION (Capital Letters)

- (a) Name of the candidate Dr./Mr./Ms./Mrs. \_\_\_\_\_
- (b) Date of Birth \_\_\_\_\_  
(Note: Applicants should be preferably less than 50 years of age)
- (c) Date of promotion/appointment to the present post \_\_\_\_\_
- (d) Present scale of pay \_\_\_\_\_
- (e) Belongs to: General  Scheduled Caste  Scheduled Tribe  OBC   
(Please put a tick against the relevant category)
- (f) Designation: \_\_\_\_\_
- (g) Full official address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Pin code: \_\_\_\_\_
- (h) Phone (Office with STD Code): \_\_\_\_\_ Fax : \_\_\_\_\_  
Official E.mail: \_\_\_\_\_ Mobile No. \_\_\_\_\_
- (i) Present residential address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Pin code: \_\_\_\_\_
- (j) Phone (Residence with STD Code): \_\_\_\_\_  
Personal Email ID \_\_\_\_\_

**II. ACADEMIC/PROFESSIONAL QUALIFICATIONS (FROM FIRST DEGREE ONWARDS)**

<i>Examination Passed</i>	<i>Examining Authority</i>	<i>Year</i>	<i>Class/ Division</i>	<i>Area of Specialisation</i>

**III. Computer Knowledge**

Do you have access to internet connectivity

	<i>Yes</i>	<i>No</i>
<i>In mobile phone</i>		
<i>In laptop</i>		
<i>In personal computer</i>		
<i>In computer at your office</i>		

**How often do you use following**

	<i>Once a while</i>	<i>Often</i>	<i>Regular</i>
<i>Ms. Word</i>			
<i>Ms. Excel</i>			
<i>Ms. Power Point</i>			
<i>Email</i>			

**IV. EXPERIENCE / SERVICE RECORD**

<i>Name of the Employer</i>	<i>Post Held</i>	<i>Period</i>	
		<i>From</i>	<i>To</i>

**V. TRAINING**

Have you attended / conducted any training programme in educational planning and administration?  
Please give details.

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**VI. RESEARCH**

Please attach a list of the research projects / studies undertaken / completed by you (if any).

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**V. Publication**

Please mention important publications/articles/papers written by you (if any).

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**VIII. PLEASE ATTACH A PARAGRAPH EACH ON:**

- 1.What do you expect to learn from this diploma programme?
- 2.How does it relate to your previous training, experience and current responsibilities?
- 3.How do you expect it to be of value to your career and future responsibilities

**IX. State your hobbies :**

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**X. ANY OTHER RELEVANT INFORMATION YOU MAY LIKE TO GIVE**

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**MEDICAL FITNESS**

Attach herewith a medical fitness certificate from a qualified medical practitioner