



4. a) Date of Birth \_\_\_\_\_  
 b) Age as on last date of receipt of application (..... years..... Months)  
 c) Place of Birth \_\_\_\_\_
5. a) Nationality of the candidate \_\_\_\_\_  
 b) Do you belong to SC/BC/Ex-Servicemen/  
 Persons with Disabilities category? \_\_\_\_\_  
 (if yes, attach a certificate from the competent authority)  
 c) Male/Female \_\_\_\_\_  
 d) Marital Status (Married/Unmarried) \_\_\_\_\_  
 (if married, whether you have more  
 than one living wife/husband)
6. a) Present employment, if any, with pay & grade \_\_\_\_\_  
 (State whether on adhoc/temporary/probation/permanent)  
 b) Date of next increment \_\_\_\_\_  
 c) Name of employer \_\_\_\_\_  
 d) Have you obtained prior permission of  
 your present employer for submitting  
 this application? \_\_\_\_\_  
 e) Basic pay acceptable, if selected \_\_\_\_\_  
 f) Period required for joining the post, if appointed \_\_\_\_\_
7. a) What is your mother tongue? \_\_\_\_\_  
 b) Name the languages both Indian & foreign which you can read, write and/or speak. Give particulars  
 and examination(s), if any, passed in each.

Read only	Speak only	Read & Speak	Read, Write & Speak	Examination (s) Passed

8. a) Have you ever been disqualified from appearing in any University examination/undertaking University work  
 (Say Yes or No) \_\_\_\_\_  
 b) Are you a dismissed employee? (Say Yes or No) \_\_\_\_\_
9. a) Whether any criminal case has been registered against applicant ? (Say Yes/No) \_\_\_\_\_  
 b) Whether applicant has been charge-sheeted for any criminal offence? If yes, the details thereof.  
 \_\_\_\_\_  
 c) Whether applicant has been convicted by any competent court for any criminal offence? If yes, the details  
 thereof. \_\_\_\_\_
10. Bank Draft (s) Nos. .... Date ..... Amount Rs ..... OR  
 University Receipt No. .... Date ..... Amount Rs .....
- [ORIGINAL UNIVERSITY RECEIPT MUST BE ATTACHED WITH THIS APPLICATION]**
11. **REFERENCES :** (These persons should be well acquainted with the applicant's training accomplishment,  
 capabilities and character but must not be related to the candidate. Two references should be  
 listed and atleast one of them should be a citizen of India.

- i) Name \_\_\_\_\_  
 Occupation or Position \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

ii) Name \_\_\_\_\_  
 Occupation or Position \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**12. Educational Qualifications (from Matriculation onwards)**

Exam Passed	Univ/Board	Year of Passing	Class or Division	Max. Marks	Marks obtained	% age of Marks obtained (Accurate)	Distinction, if any.

**Note :- Attested copies of certificates in support of qualifications be attached.**

13\* (a) Computer Typing Speed : ENGLISH ..... HINDI .....  
 (b) Shorthand Speed : ENGLISH ..... HINDI .....

\* Applicable for the posts of Steno-Typist/Clerk-cum-Junior Data Entry Operator etc.

**14. Experience (Give particulars concerning all periods of employment)**

Name of the Employer/ Institutions	Designation of the post held and its pay scale	Duration of appointment		Basic Pay & Allowances Separately	Reasons for leaving
		From	To		

**15. Give Particulars of Prize, Medal and Merit won, distinction, if any :-**

i) \_\_\_\_\_ ii) \_\_\_\_\_  
 iii) \_\_\_\_\_ iv) \_\_\_\_\_

**16. List of the certificates (self-attested copies) attached :-**

i) \_\_\_\_\_ ii) \_\_\_\_\_  
 iii) \_\_\_\_\_ iv) \_\_\_\_\_  
 v) \_\_\_\_\_ vi) \_\_\_\_\_

17. Additional information, if any, including computer knowledge etc.

.....  
.....  
.....

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which may impair my fitness for employment in M.D. University, Rohtak.

Place .....

.....

Date .....

(Signature of the Candidate)

**CERTIFICATE FROM THE EMPLOYER, IF ANY**

The application of Miss/Mrs./Shri/Dr. .... who is at present working as ..... in the ..... (Deptt./Organisation) is recommended and forwarded for consideration for the post of ..... to the Registrar, M.D. University, Rohtak. In case, he/she is selected for employment in M.D. University, Rohtak, he/ she will be relieved of his/her present position.

Place .....

Signature of the Head  
of the office/organisation  
(Seal of Office)

Date .....