

**GUIDELINES TO FILL UP APPLICATION FORM**  
**(APPLICATION TO BE FILLED IN CAPITAL LETTERS ONLY)**

| Para No. | DESCRIPTION                                                                       | INSTRUCTIONS                                                                                                                                                                                                                                      |
|----------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | Stream Applied for                                                                | Candidate to write the stream in which he intends to apply <b>(Hospitality or Housekeeping)</b> . Write only one stream.                                                                                                                          |
|          | Paste one Self-attested Passport size photograph                                  | Paste one self-attested colour Passport size photograph on the right top corner of the application form and admit card.                                                                                                                           |
| 1        | (a) Name of the applicant                                                         | Candidate to write his name as per Matriculation Passing Certificate.                                                                                                                                                                             |
|          | (b) Aadhaar Card No.                                                              | Candidate to enter Aadhaar number (Attach self-attested copy of Aadhar Card). Candidates from J&K, Assam and Meghalaya are exempted for the same.                                                                                                 |
| 2        | (a) Father's Name                                                                 | Candidate to write his father's name as per Matriculation Passing Certificate.                                                                                                                                                                    |
|          | (b) Father's Profession                                                           | Candidate to write his father's profession.                                                                                                                                                                                                       |
|          | (c) Mother's Name                                                                 | Candidate to write his mother's name as per records.                                                                                                                                                                                              |
| 3        | Date of Birth                                                                     | Candidate to write his DOB as per Matriculation Passing Certificate. <b>(Attach copy of 10th Passing Certificate as proof)</b>                                                                                                                    |
| 4        | Nationality                                                                       | Candidate to write his Nationality as per records.                                                                                                                                                                                                |
| 5        | Marital Status                                                                    | Mention Married or Unmarried (Strike out which is not applicable).                                                                                                                                                                                |
| 6        | Body Tattoo (any parts of body)                                                   | If yes, attach photograph as per prescribed size.                                                                                                                                                                                                 |
| 7        | Address for correspondence                                                        | Write your complete address including nearest Police Station and PIN CODE.<br>Email ID – <b>Write your valid email ID.</b><br>Mobile No- <b>Write your Mobile No.</b>                                                                             |
| 8        | Permanent Address                                                                 | Write your complete address including Police Station and PIN CODE.                                                                                                                                                                                |
| 9        | Educational Qualification                                                         | Write Board/ University name and Certificate number as mentioned in your Passing Certificates of 10 <sup>th</sup> and 10+2/ Intermediate. <b>(Attach copy of class 10<sup>th</sup> mark sheet and class 10<sup>th</sup> passing certificate).</b> |
| 10       | Language(s) you can read and write                                                | Write as Hindi or English or any other language in which you can read and write.                                                                                                                                                                  |
| 11       | Details of past service                                                           | Candidate to write past service details if applicable.                                                                                                                                                                                            |
| 12.      | Present occupation (if any)                                                       | Candidate to write present occupation if applicable.                                                                                                                                                                                              |
| 13       | Is your father deceased / retired/ serving AF Person ? (Airman/ NC(E) / Civilian) | If yes, attach copy of certificate from Adjt/ OIC Civil Admin/ Discharge Certificate/ pension orders.                                                                                                                                             |

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|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date and Signature of Applicant                                                                                     | Candidate to sign with date.                                                                                                                          |
| Certificate by Applicant                                                                                            | Candidate to sign the certificate and endorse date.                                                                                                   |
| Details of Certificates attached<br>(to be filled by applicant)                                                     | Strike out which is not applicable<br>(If yes, attach certificate).                                                                                   |
| Consent certificate by Parent/Legal Guardian (for candidates below 18 years of age)                                 | Fill Father's name/ Legal Guardian name in first blank line and self-name in second blank line and get signature of parent/ legal guardian with date. |
| Consent certificate by Parent / Legal Guardian (for candidates above 18 years of age)                               | Write name and sign with date.                                                                                                                        |
| Certificate by Chief Administrative Officer / Senior Administrative Officer (OPTIONAL).                             | If yes, as mentioned in Ser No. 13 of Application form, attach certificate.                                                                           |
| <b>Applicant is to attach self-addressed envelope with Ten Rupees stamp affixed along with the Application Form</b> |                                                                                                                                                       |