

U. P. Rajarshi Tandon Open University, Allahabad

For University Use Only

Counsellor Code:

Performa for Counsellors

(Note: Enclose the certificates and all necessary documents in support of educational qualification, experience certificates, and bank details.)

Subject					
Personal Details					
Name		Designation			
Corresponding Address					
University / Institution					
Mobile No		Email:			
Academic Qualifications (Commencing with the Graduation or an equivalent examination) शैक्षणिक योग्यता (स्नातक अथवा समकक्ष परीक्षा से प्रारम्भ करें)					
Examination Degree	Subject/ Specialization	Year	University	Enclosure No.	
Graduation					
Post Graduation					
B.Ed/B.Ed(SE)/BLIS etc					
M.Ed/M.Ed(SE)/MLIS etc					
Any other qualification					
Research Degrees/ शोध उपाधियाँ					
Degree	Title of the thesis	Specific date of submission	Specific date of Award	University	Enclosure No.
M. Phil					
Ph.D./ D.Phil.					
(i) Whether qualified NET/SLET etc. (Conducted by UGC/CSIR/ICAR/State) (Indicate the date [Term End Exam session] and attach documentary proof): Yes/ No					
(ii) Any other details (please enclose separate sheets if necessary):					

Name and Signature of
Counsellor with date

Signature of Coordinator
[Signature, name and seal]

Signature of Principal/Director/
HoD in University
[Signature, name and seal]

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Teaching/Professional/Research Employment (Give particulars in descending order starting with the present post) अध्यापन/व्यवसायिक/अनुसंधान नियोजन (वर्तमान पद से प्रारम्भ करके अवरोही क्रम में विवरण दें।

Please enclose Experience certificate

Name and Address of Institution	Nature of Duties/Work	Present Pay scale	Period of Employment		Post held	Enclosure No.
			From	To		

Bank Details (Enclose Xerox copy of PAN number)

PAN Number	Account Number	Account Type	IFSC Code	Bank name	Branch name and Address	Enclosure No.

Number of Enclosures _____ with total _____ pages.

Enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.

Name and Signature of
Counsellor with date

Signature of Coordinator
[Signature, name and seal]

Signature of Principal/Director/
HoD in University
[Signature, name and seal]