

EDUCATIONAL BACKGROUND**
 (Specify BE, B.A, B. Sc, B.Com etc.)

Graduation : Completed Not Completed (Please put ✓ in the appropriate box)

If not completed, please mention expected date of completion

Month		
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Year			
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Work Experience (in months) as on date of submission

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Fill in the table below do not leave any column blank

Name of Examination	Name of School / College / Board / University / Institute	Years attended		Max. Marks CGPA	Marks / CGPA obtained	% of Mark CGPA obtained	Class / Division obtained
		From	to				
Secondary School							
Higher Secondary							
Bachelor's Degree	Part – I / 1 st year						
	Part – II / 2 nd year						
	Part – III / 3 rd year						
	Part – IV / 4 th year						
Master's / Professional Degree							

Ensure necessary enclosures are attached:-

• Certificate No - 1 / 2 / 3 (whichever is applicable)	• Photocopy of CAT admit card
• Passport photograph (affixed)	• Photocopy of Certificate of Class X
• Photocopy of PPO (In case wards of retired army person)	• Willingness Certificate
• Postage stamp of Rs 5/- (affixed on self addressed envelope)	

Place: _____

Date : _____

Signature of Applicant

CERTIFICATE NO - 1

CHILDREN OF SERVING ARMY PERSONNEL HAVING 10 YEARS CONTINUOUS SERVICE IN THE ARMY, RETIRED/ RELEASED/ DISCHARGED AFTER 10 YEARS OF SERVICE/KILLED IN ACTION/DIED DURING SERVICE/DISABLED IN ACTION/MEDICALLY BOARDED OUT WITH PENSION (By OC Unit/Army Personnel Branch/DSS & A Board/Record Office)

1. Certified that Mr/Ms _____ is Son/Daughter of
No. _____ Rank _____ Name _____ Unit/Corps/Regiment
_____ who has 10 years of continuous service in the Army from _____ to _____.

2. Certified that Mr/Ms _____ is Son/Daughter of
No _____ Rank _____ Name _____ who has been released/
discharged from Army after 10 years continuous service from _____ to _____.

3. Certified that Mr/Ms _____ is Son/Daughter of
No _____ Rank _____ Name _____ who has been granted/awarded
regular pension, liberalised family pension, family pension or disability pension at the time of his superannuation,
demise discharge, release medical board/invalided medical board.

4. Certified that Mr/Ms _____ is son/daughter of
No _____ Name _____ ex recruit No _____
Name _____ who was medically boarded out and granted disability pension.

Place : OC Unit/Head of Department/
Records Office/DSS & A Board

Date : Name
Designation
Office Seal

Name and Signature of the Candidate

Name and Signature of Parent

Notes :

1. Strike out the portion which is not applicable.
2. If retired/released with pensionary benefits, attach photocopy of PPO.
3. If retired/released on medical grounds with disability pension, attach copy of medical board proceedings.
4. If released/discharged after 10 years of service, attach copy of discharge certificate/ release order.

I am eligible in Army category vide Para _____ Sub Para _____ of Admission Prospectus page 11.

Signature of Candidate _____

CERTIFICATE NO - 2

STEP CHILDREN OF ARMY PERSONNEL WHO WERE BORN FROM WEDLOCK WHERE AT LEAST ONE PARENT BELONGED TO THE ARMY/ADOPTED CHILDREN OF ARMY PERSONNEL WHO HAVE BEEN ADOPTED ATLEAST 5 YEARS PRIOR TO COMMENCEMENT OF COURSE
(By Personnel Branch Army HQ/ OC Unit)

1. Certified that Mr/Ms _____ is Son/Daughter of No. _____ Rank _____ Name _____ Unit/Corps/Regiment _____ and he /she was born from wedlock where the father/mother belonged to Army and had served in the Army for 10 years or is serving in the Army and has minimum 10 years of service.

2. Certified that Mr/Ms _____ is Son/Daughter of No _____ Rank _____ Name _____ who has 10 years of service in the Army and he/she was adopted on _____ (5 years prior to commencement of course).

.....
Signature & No, Rank and Name of the Parent

Place :

Signature of the Concerned

OC Unit/ Concerned Record Office

Date :

Name

Designation

Office Seal

Name and Signature of the Candidate

Notes:

1. Attach copy of legal papers and Part II order of adoption of child.
2. Attach Certificate/ Part II order of birth and copy of kindred roll.

I am eligible in Army category vide Para _____ Sub Para _____ of Admission Prospectus page 11.

Signature of Candidate _____

CERTIFICATE NO - 3

**CHILDREN OF ARMY MEDICAL CORPS /AD CORPS OFFICERS SERVING
IN AIR FORCE /NAVY MEDICAL ESTABLISHMENT/MNS/APS AND TA PERSONNEL
(By Parent, Countersignature by OC Unit)**

1. I, No _____ Rank _____ Name _____

Father /Mother of _____ certify that:-

- (a) I am/ was commissioned in Army Medical/ Army Dental Corps and have/ had not been seconded to Navy or Air Force and have 10 years of service in the Army.
- (b) I am/ was commissioned in Army Medical/ Army Dental Corps and have been transferred to Navy or Air Force but I have served in the Army for minimum ten years.
- (c) I am an APS personnel on deputation who has put in more than 10 years of service in the Army from _____ to _____.

OR

- (d) I am an APS personnel directly recruited into APS and who is still serving in Army wef _____.
- (e) I am a TA personnel who is in receipt of pension / who and has put in more than 10 years of embodied service in TA from _____ to _____.
- (f) I am MNS personnel and who is in receipt of pension/ who has put in more than 10 years of service as member of MNS.

Place :

Signature

Date :

Name, Designation and Unit

**CERTIFICATE
(BY OC UNIT)**

The facts in the above mentioned undertaking have been verified from official records and found correct.

Date :
Office Seal

OC unit (for serving personnel)
DSS & ABd (for retired personnel)
Name, Designation and Unit

COUNTERSIGNED

Date :
Office Seal

Concerned Staff Officer of Fmn Hqs
(for serving personnel)
DSS&A Board(for retired personnel)
Name and Designation

Name and Signature of the Candidate

- 1. Strike out portion / Para not applicable.
- 2. Relevant documents of service records.

I am eligible in Army category vide Para _____ Sub Para _____ of Admission Prospectus page 11.

Signature of Candidate _____

WILLINGNESS CERTIFICATE

1. I.....son/daughter of.....declare that :-
- (a) I fulfil all the eligibility conditions for admission to Army Institute of Management (AIM) (name of the institute) as laid down in the prospectus.
 - (b) I have passed the qualifying examination in(Year)
 - (c) I have read all the rules for admission to MBA (Name of Course) course and only after understanding these rules, I am submitting this declaration.
 - (d) The information given by me in my application is true to the best of my knowledge.
 - (e) I hereby agree to conform to any rule, act and law enforced by AIM (Institute) /West Bengal University of Technology (WBUT) (University) and I hereby undertake that as long as I am a student of AIM (Institute), I will do nothing either inside or outside the (Institute) that will result in disciplinary action against me under the rules, act and laws of the WBUT (University) / AIM (Institute).
 - (f) I fully understand that the Management of AIM (Institute) will have full liberty to expel/rusticate me from the AIM (Institute) for any infringement of the rules of conduct and discipline prescribed by the University/ Institute and the undertaking given above.
 - (g) I undertake and bind myself to pay tuition fee and other charges as laid down in prospectus. I fully understand that the case of fee revision is under the consideration of Management of the AIM (Institute)/ Fee Regulatory Committee. I also undertake to pay the revised fee and other charges as revised by AIM (Institute) from time to time and in case of default on my part the Management of the AIM (Institute) may take action as deemed fit including striking off my name from the rolls of the college.
 - (h) I fully understand that ragging is banned in the College and Hostel and if I indulge in such an act, I shall be subject to laid down punishment.

2. I have read and I certify/accept all of the above clauses.

.....

Signature of the Parent

Date :

.....

Signature of the Candidate

Date :

ACCEPTING AUTHORITY

(For office use only)

1. Accepted/Rejected :

(Mention in Ink in front)

2. If rejected assign reason clearly :

Date :

(Signature along with Name & Designation)