



Avinashilingam Institute for Home Science and Higher Education for Women
(Deemed to be University, Estd. u/s 3 of UGC Act 1956, Category A by MHRD)
Re-accredited with 'A+' Grade by NAAC. Recognised by UGC Under Section 12B
Coimbatore - 641 043, Tamil Nadu, India

**APPLICATION FORM FOR NON-TEACHING POSTS
('B' AND 'C' GRADE)**

(Two copies to be submitted)

Affix recent
Passport size
color photograph
with Signature

POST APPLIED FOR

Category (Tick ✓)

UR	EWS	OBC	SC	ST	PWD
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1. Name (in Block Letters) :

2. Father's Name :

3. Address :

PAYMENT DETAILS	
CASH	Rs.
Name of the Bank	
D.D.No. & Date	
Amount	Rs.

Permanent Address	Postal Address
Email:	

4. Landline No./ Mobile No. :

5. Age & Date of Birth :

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6. Place of Birth/State :

7. Mother Tongue :

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8. Other Languages Known :

9. Nationality and Religion :

10. Indicate whether you belong to :
(an attested copy of Community Certificate should be enclosed)

SC	ST	OBC	EWS	OC	PWD
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11. Community :

12. If Physically challenged : (Tick) Visually / Hearing / Orthopedically (Percentage _____)
(an attested copy of the Certificate should be enclosed)

13. Educational Qualification :
(10th Std onwards)

SI. No.	Institution / University	Exam / Degree Passed	Year of Passing	% of Marks / Grade	Class / Rank obtained

14. Technical qualification :
(Typewriting, Computer, etc.,)

SI. No.	Technical Board / University	Exam / Degree Passed	Year of Passing	% of Marks / Grade	Class / Rank obtained

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15. Previous Experience :

Name of the Institution	Period of Service	Total No. of years

16. Name and Address of two persons - For reference (not relatives)

1.
Mobile No.:
2.
Mobile No.:

17. Present salary and Pay Band/ Pay Matrix :

18. If married :

a. Husband's/Wife's occupation and Place of work :

b. Children, if any, with age :

DECLARATION

I hereby declare that I have read carefully and understood the instructions and particulars and hereby certify that all entries furnished in the form, as well as, in attached sheets are true to the best of my knowledge and belief. If any of the information furnished by me is found to be false or incorrect, appropriate action may be taken against me.

If selected, I promise to abide by the rules and regulations of the Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore.

Date:

Place:

SIGANTURE OF THE APPLICANT

Forwarded

**Signature of the Head of the Institution
where employed at present
(with Seal)**

GENERAL TERMS AND CONDITIONS FOR RECRUITMENT

1. Candidates applying on downloaded application form are required to enclose a Demand Draft (for others Rs.500/- and for SC/ST candidates Rs.250/-). **Two copies of filled in application, along with the attested copies of relevant certificates should be sent to the Registrar, Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore-43 on or before 28.01.2022 superscribing application for the post of _ on the cover.**
2. Late and in-complete application will be summarily rejected.
3. Women candidates only need to apply except for “**Finance Officer**” Post, “**Film Operator**” post and **Laboratory Assistant (Biochemistry and Physical Education)** for which Men and Women candidates may apply.
4. Reservation shall be made in accordance with the 200 Point Roster as per the Government of India regulations.
5. The abbreviations noted as SC - Scheduled Caste, ST - Scheduled Tribes, UR - Unreserved, OBC - Other Backward Community, EWS- Economically Weaker Section and PWD - Persons with Disability.
6. Mere possession of eligibility conditions for the post shall not entitle a candidate to be called for Interview / Skill Test and for selection.
7. The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.
8. Any additional qualification and experience acquired after the closing date will not be considered for eligibility.
9. In case if, it is detected, at any point of time in future, even after appointment that the candidate was not eligible as per the prescribed qualifications, experience, etc., due to whatsoever circumstances, his/her appointment shall be liable to be terminated forthwith.
10. Any ambiguity relating to the recruitment rules in general and eligibility in respect of any post in particular, the decision of the Authorities shall be final.

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11. At any stage of verification before / after appointment, if any claim/certificate /document is found to be false / fake /incorrect / modified, the candidature will be summarily rejected and action will be initiated against the individual.
12. Relaxation in Age & experience etc., if any to the candidate belongs to SC/ST/OBC/PWD and other reserved categories shall be considered as per UGC/DOPT/GOI rules.
13. The candidates wherever necessary will have to attend written / Skill Test and interview at their own expenses.
14. The Institute is not responsible for any postal delay.
15. The candidates already in Service should submit their application “**Through Proper Channel**” by getting NOC from the employer.
16. The candidate should submit the “Community Certificate” issued only by the Competent Authority.
17. Interim enquiries, canvassing in any form will disqualify the candidature.
18. Candidates are required to apply in the prescribed form of application separately for each post.
19. Attested copies of all certificates should be enclosed along with Application Form.
 - i. Conduct Certificate
 - ii. Transfer Certificate
 - iii. 10th Mark Sheet
 - iv. +2 Mark Sheet
 - v. Diploma Certificate & Mark Sheets
 - vi. UG / PG & M.Phil / Ph.D. Mark Sheets
 - vii. Degree / Provisional Certificate
 - viii. Community Certificate
 - ix. Experience Certificate
 - x. Disability Certificate
 - xi. No Objection Certificate (in case of working candidates)
 - xii. Last Pay Certificate
 - xiii. Demand Draft (in case of online application)
 - xiv. Candidates requesting application through post should send Demand Draft for **Rs.500/- (for SC/ST – Rs.250/-)** along with self addressed stamped envelope of **Rs. 30/-** super scribing “REQUEST FOR APPLICATION”.
20. **Territorial Jurisdiction** In case of, any dispute arises, the territorial jurisdictions for adjudication shall be at Coimbatore only.