

APPLICATION FOR RESETTLEMENT TRAINING COURSE SERIAL NO.---

Application for (Course Nomenclature).....

To be held at (Name of Institute(s)).....

FromTo.....

- 1. Service No.....Rank.....Name
- 2. Army/Air Force/Navy (Tick (√)) Unit/Fmn.....
- 3. Educational Qualification..... Date of Birth.....
- 4. Date of Commission.....Type of Commission.....Arm/Branch
- 5. Date of Superannuation (for superannuating officers only).....
- 6. Date of Release/PMR (As approved by MS Branch).....

- 7. (a) For SSC Officers only
 - (i) Have you opted for PC? Yes/No
 - (ii) Was PC agreed to by Service HQ? Yes/No
 - (iii) Are you on Extension? Yes/No
- (b) For WSES Officers (Women officers) only
 - (i) Are you on Final Release (after 14 yrs)? Yes/No
 - (ii) Are you on Extension? Yes/No

***8. Preference of courses (Only for 24 Week Management Courses)**

- (1)
- (2)
- (3)

9. Have you already attended/applied for Courses through DGR Yes / No?

If Yes, details of course attended

- (a) Course(s) No.Total No. of days.....
- (b) Any additional courses also applied for (to DGR) concurrently.....
- (c) Course Nomenclature.....

10. Address for correspondence (Official address for serving and residential address for retired officers).....

** Telephone (with STD Code) (i) Office (ii) Residence.....
Mobile..... E-mail

Date: Signature.....

* **2nd and 3rd option is subject to the course being of same duration as 1st option and commencing in the same quarter (Apr/Jul/Oct/Jan).**

** **Telephone No. with STD Code, Mobile No. and E-mail address are mandatory.**

CERTIFICATE FROM OFFICER

I hereby understand and certify that:-

- (a) I have read and understood all the rules and regulations governing the conduct of DGR sponsored courses, as given in Resettlement Training Brochure and policy/letters issued from DGR.
- (b) Facts and Information given above are correct and true.
- (c) I will notify DGR about all material changes subsequent to the information provided by me.
- (d) I have not undergone similar course earlier.
- (e) I am neither re-employed nor on any kind of leave including study leave.

Place:

Date:

Signature of the officer

CERTIFICATE FROM THE COMMANDING OFFICER / ZSB

I Certify that

- (a) The information provided by the officer is complete and correct to the best of my knowledge.
- (b) The officer will be made available to attend the course.
- (c) As per service records of the officer he/she has availed..... days T/D to undergo course/courses sponsored by DGR.

For SSC Officers:-

- (d) Officer being short service commissioned has not been granted permanent commission and is due for final release (including extension period) on

Seal/Stamp

Date:

Signature.....
Name and Rank.....
Appointment.....
Unit.....

Note :-

1. For serving officers application form in duplicate should be routed through Army HQ (concerned line MS & MS-15), Naval HQ(DESA), Air HQ(JDPO Placement Cell) as applicable.
2. For retired/released officers application form should be counter signed & routed through concerned **Zila Sainik Board / Rajya Sainik Board**. Attested copy of **PPO/Retirement/Release Order** is to be attached with the application.
3. **No advance copies/enclosures** other than those mentioned in the application form, are to be attached with the application. Bio-data/CVs, Degrees, Certificates etc are **NOT** required.