

**APPLICATION FORM FOR PERMANENT RESIDENTIAL CERTIFICATE (FOR HIGHER EDUCATION & TRAINING IN DIPLOMA COURSES ONLY)**

**A. Full Name & Address ( in capital letters):-**

Shri/Smti/Kumari

1. First Name \_\_\_\_\_
2. Middle Name \_\_\_\_\_
3. Last Name \_\_\_\_\_
4. Date of Birth (enclose copy of birth certificate) \_\_\_\_\_
5. Permanent Postal Address with Police Station/Outpost \_\_\_\_\_
6. Present postal address with Police Station/Outpost \_\_\_\_\_
7. Name of the Institution presently studying \_\_\_\_\_
8. Class presently studying (enclose copy of Certificate) \_\_\_\_\_
9. Name of the Institution(s) studied for the last 12 years (enclose copy of certificates) \_\_\_\_\_  
\_\_\_\_\_
10. How did you acquire Indian Citizenship? \_\_\_\_\_
11. Enclose 2(two) attested copies of the passport size photographs \_\_\_\_\_
12. Courses applied for study \_\_\_\_\_

**B. Father's details :-**

1. Father's name and Surname (in full): \_\_\_\_\_
2. Occupation and Address \_\_\_\_\_
3. Place of Birth (full address) \_\_\_\_\_
4. EPIC No. (enclose copy) \_\_\_\_\_
5. How did he acquired Indian Citizenship? \_\_\_\_\_

**C. Mother's details:-**

1. Mother's name and Surname (in full): \_\_\_\_\_
2. Occupation and Address \_\_\_\_\_
3. Place of Birth (full address) \_\_\_\_\_
4. EPIC No. (enclose copy) \_\_\_\_\_
5. How did she acquired Indian Citizenship? \_\_\_\_\_

**D. For both Parent:-**

1. Location and address of landed property(ies) owned in the District \_\_\_\_\_
2. Location of landed property(ies) owned outside the District/State \_\_\_\_\_
3. Proof of address (copies enclosed) (a) \_\_\_\_\_ (b) \_\_\_\_\_ (c) \_\_\_\_\_ (d) \_\_\_\_\_ (e) \_\_\_\_\_

This is to certify that the information furnished as above are true to the best of my knowledge and belief and I am liable for prosecution if found otherwise.

Dated \_\_\_\_\_

Signature of the Applicant.

**Note:- Police verification is not required for the Children of the regular Employees of the State Government/ Government or Semi – Government Corporations and Autonomous bodies of the State of Meghalaya. Certificate from the Appointing / Controlling Officer along with attested copy of identity card to be enclosed.**

**FORMAT OF CERTIFICATE FROM THE APPOINTING / CONTROLLING OFFICER.**

**To whom it may concern.**

This is to certify that Shri/Mrs \_\_\_\_\_ aged \_\_\_\_\_ years son/daughter of \_\_\_\_\_ is a regular employee of this Department / Directorate/ Office since \_\_\_\_\_. He / She is working as \_\_\_\_\_ which is a sanctioned post.

Dated \_\_\_\_\_

( \_\_\_\_\_ ) Name

\_\_\_\_\_

\_\_\_\_\_ Designation

Seal

Phone No \_\_\_\_\_

Mobile No. \_\_\_\_\_