



APPLICATION FORM

Application for Appointment/ Promotion/ Up-gradation for the post of
..... Department/Office.

1. Name (in block letters):
In English :-----
In Bangla:-----
2. Father's /Husband's Name: -----
(With profession and address) -----
3. Mother's name :-----
4. (a) Date of birth:-----
(According to SSC/Equivalent Certificate)
- (b) Age on (...../...../.....) :-----
- (c) Place of birth:-----
- (d) Nationality:-----
- (e) Permanent address:-----

- (f) Present address:-----

- (g) Marital status:-----
- (h) Religion:-----
- (i) Contact telephone no. (if any):-----

5. Academic accomplishments (from SSC/Equivalent up to highest degree)

Name of Exam.	School/College/ University	Div./Class/ Grade	Year of Passing	Board/ University	Exams passed, majors subjects studied

6. Any special Institution attended and course taken (Higher education/Training)
 - (a) In case of Higher Degree/Diploma:
 - (i) Name of the Degree/Diploma:-----
 - (ii) Name of the institution:-----

 - (iii) Name of the supervisor with address:-----

 - (iv) Duration:-----
 - (b) In case of higher training :-----
 - (i) Course title:-----
 - (ii) Institution:-----
 - (iii) Duration:-----
7. List of published research work with details (attach the list with reprint of each paper).

8. Language -----in each.

Language	Reading	Writing	Speaking	Conversation
	Fair/ good/ very good	Fair/ good/ very good	Fair/ good/ very good	Fair/ good/ very good

9. Teaching and/or research/Others experience:

- (a) Present position with salary and period of service. Position:-----
 Salary Scale----- Date of Joining-----
 Basic Pay-----Name of Institution-----

(b) Previous service (From present one):

Position & Duration	Scale of Pay	Last Basic pay	Last gross salary	Name of Institution	Main job responsibilities (e.g. Admn., Finance, Planning, Research, Teaching)

- (c) Total Professional/Teaching/Research/Others experience during submitting the application -----years-----months-----days.

10. Details of the teaching experience (subject and level of teaching)
11. Whether under any obligation to an Institution or University or any other concern for serving it for a certain stipulated period:
12. Whether suspended/dismissed/removal from any service; the name of the institutions & the reasons of the incidence.
13. In case of pension holder: Tk.....(Amount).....(Institution).....
14. If involved with any reputed Organization, Institution, Committee, Association, list with designation, name of the organization with duration.
15. Name and address of two persons: who are not related to you by; blood or marriage to whom; references may be made:
 (A)
 (B)
16. Experience of a residential University and ability to develop the corporate activities of the students:
17. Bank draft/Pay-order no. & amount:
 Postal address to which communication should be sent:

- Note: i) **Nine copies** of the application for each completed with copies of all certificates/testimonials/articles should be sent to the Registrar, Chittagong Veterinary & Animal Sciences University, Khulshi, Chittagong-4225.
- ii) If the space for applicant's statement be inadequate, separate sheet(s) any be attached.
- iii) Only one form is supplied to one applicant. The applicant has to make the required number of copies.

Date: -----

 Signature of the applicant