National Institute of Educational Planning and Administration
(Deemed to be University)
17-B, Sri Aurobindo Marg, New Delhi - 110016

POST- GRADUATE DIPLOMA IN EDUCATIONAL PLANNING AND ADMINISTRATION (PGDEPA) 2023 -24

APPLICATION FORM

(Kindly read the programme **Announcement** on the website of NIEPA atwww.niepa.ac.in)

I. PERSONAL INFORMATION (Capital Letters)

a) Name of the candidate Dr. / Mr. /Ms. / Mrs.

b) Date of Birth
(Note: Applicants should be preferably less than 50 years of age)

c) Date of promotion/appointment to the present post

d) Present scale of pay_____

e) Gender: Male   Female   Third Gender

f) Belongs to: General   Scheduled Caste   Scheduled Tribe   OBC
(Please put a tick against the relevant category)

g) Designation:_____

h) Complete official address: _____

_____Pin code:_____

Phone (Office with STD Code):_____Fax:

Official Email: ---------------------------   Mobile No. _____

i) Present residential address: _____

_____Pin code:_____

Latest Photograph

Self- Attested

j) Phone (Residence with STD Code): _____

Personal Email ID _____

II. ACADEMIC/PROFESSIONAL QUALIFICATIONS (FROM FIRST DEGREE ONWARDS)

Examination Passed	Examining Authority	Year	Class / Division	Area of Specialisation

III. Computer Knowledge

Participants will join the programme through the web-links generated by NIEPA. Online training will be imparted through the Learning Management System (LMS) used by the institute for assignments and group activities.

During live sessions, participants are expected to have laptops/smart phones with good internet connectivity and the ability to log into Google Meet. Participants should have a Gmail account.

Digital attendance will be taken for each session, based on which the participation certificates will be issued.

IV. EXPERIENCE/SERVICE RECORD

Name of the Employer	Post Held	Period	
		From	*To*

V. TRAINING
Have you attended / conducted any training programme in educational planning and administration? Please give details.

VI. RESEARCH
Please attach a list of the research projects / studies undertaken / completed by you (if any).

VII. PUBLICATIONS
Please mention important publications/articles/papers written by you (if any).

VIII.   PLEASE ATTACH A PARAGRAPH EACH ON:

1.   What do you expect to learn from this diploma programme?

2.   How does it relate to your previous training, experience and current responsibilities?

3.   How do you expect it to be of value to your career and future responsibilities?

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IX.   STATE YOUR HOBBIES:

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X.   ANY OTHER RELEVANT INFORMATION YOU MAY LIKE TO GIVE

XI.   MEDICAL FITNESS _____
Attach herewith a medical fitness certificate from a qualified medical practitioner

DECLARATION

I have read the Programme Announcement accompanying this application form and agree to abide byits terms and conditions.

I have read and agree to abide by the TA rules governing this Post- Graduate Diploma programme.

Signature and Designation
of the Candidate

RECOMMENDATION OF THE COMPETENT AUTHORITY

Signature and Designation
of the Nominating Authority

Date:

*N.B.: The Scanned copy of form duly recommended by the competent authority should reach **latest by 5 July, 2023** at the following Email.*

Professor B.K. Panda
Head of the Department
Programme Director

Or

Dr. Mona Sedwal
Assistant Professor
Programme Coordinator

Department of Training and Professional Development in Education
National Institute of Educational Planning and Administration
(Deemed to be University)
17-B, Sri Aurobindo Marg,
New Delhi - 110016

Email: monasedwal@niepa.ac.in and pgdepa@niepa.ac.in

ELIGIBILITY CRITERIA

Essential
- A graduation degree from any Indian or Foreign University;
- Age below 50 years;
- Nominated by the state government or appropriate authority;
- Holding regular position or on deputation not on contractual basis.

Desirable
- It is desirable that participants should have at least two years of working experience in areas related to educational planning and administration.
- Good knowledge of computers with computer facility for using online material. Knowledge of virtual meeting apps like Google Meet, Microsoft Teams etc.