

**Indian Statistical Institute
Indian Institute of Technology Kharagpur
Indian Institute of Management Calcutta**



Post Graduate Diploma in Business Analytics (PGDBA)

Application Form for Personal Interview (PI)

[Please Read the instructions carefully before filling the application form]

Please affix a
self attested
recent
passport size
photograph

Registration No.:

PGDBA	-			-				
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PERSONAL INFORMATION

A. Name: _____
(In CAPITAL LETTERS, as recorded in your school leaving certificate)

B. Date of Birth

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DD MM YYYY

C. Gender (✓): Male Female Third Gender

D. Marital Status (✓): Single Married

E. Category (✓): General SC ST NC-OBC

If NC-OBC, mention name of the Caste/Sub-Caste/Community*

State Entry No.

(Please follow: <http://ncbc.nic.in/backward-classes/index.html>)

F. Differently Abled (DA) (✓): Yes No

If 'Yes', mention the category of DA: _____

G. Father's Name (in CAPITAL LETTERS): _____

Mother's Name (in CAPITAL LETTERS): _____

***Please see the instructions.**

H. Present Mailing Address (In CAPITAL LETTERS):

Pin code:	
Landline No.:	Mobile No.:
E-mail ID:	

I. Permanent Mailing Address (In CAPITAL LETTERS):

Pin code:	
Landline No.:	Mobile No.:
E-mail ID:	

J. Contact Person's Details (In CAPITAL LETTERS):

Name:	Relationship:
Address:	
Pin code:	
Landline No.:	Mobile No.:
E-mail ID:	

K. Income Details:

	Education	Occupation	Designation	Annual Income (Rs.)
Father				
Mother				

Annual Income of the Applicant during 2015-16 *(Rs.): _____

Annual Income of Family including the Applicant during 2015-16 *(Rs.): _____

L. Education (✓): 10+2+4 10+2+3+2 10+2+5 Equivalent

If 'equivalent', please specify (Submit valid document in support of equivalence):

* Please see the instructions.

ACADEMIC RECORD

1. Pre-Bachelor Degree Examination: (Bring original and self-attested copies of the final mark-sheet/certificates)

Stream during classes 11 – 12: _____

Class	Name of the School / Board & University	Year of Passing	Total Maximum Marks	Total Marks Obtained	Percentage	Division
10 th						
12 th (10+2)						

(For computing percentages of marks obtained in SSC (10) or equivalent and HSC (10+2) or equivalent examination, the aggregate marks of all subjects that appear in the mark sheet/grade sheet would be considered).

2. Bachelor's Degree (3 years/4 years) Examination: (Bring original and self-attested copies if completed)

A. Discipline (✓): Arts Commerce Engineering Science Others

If 'Others', please specify: _____

Specialization in Bachelor's Degree: _____

B. Bachelor's Degree Examination Details: (Bring mark sheets attested by the Registrar/Principal/Director/Head of the Department of the Institute, if not completed)

Degree	Name of College/ Institute & University	Year		Total Maximum Marks/CGPA	Total Marks/CGPA Obtained	Percentage	Class
		From	To				

Expected date of completion of final examination including practical/viva/assignments/projects: _____

3. Master's Degree (2 years)/Integrated Master's Degree (5 years):

A. Discipline (✓): Arts Commerce Engineering Science Others

If 'Others', please specify: _____

Specialization in Master's Degree: _____

B. Master's Degree Examination Details: (Bring original and self-attested copies, if completed. Bring mark sheets attested by the Registrar/Principal/Director/Head of the Department of the Institute, if not completed)

Degree	Name of College/ Institute & University	Year		Total Maximum Marks/CGPA	Total Marks/CGPA Obtained	Percentage	Class
		From	To				

Expected date of completion of final examination including practical/viva/assignments/projects: _____

4. Other Professional Degree/Diploma (if completed): _____

Work Experience: (Up to October 31, 2016 in chronological order. Please attach a separate sheet if required)

Do not include training/project work/work done as an integral part of curricular requirement. State work experience after Graduation only. Attach copies of experience certificates or first & last pay slips. In case you are self-employed or employed in a family business or in a company not listed in NSE or BSE, attach a note detailing the business (including turnover and profit) and the nature of your experience.

ORGANISATION	DESIGNATION	JOB PROFILE	PERIOD		DURATION (Up to 31/10/2016)		TOTAL SALARY (PER MONTH)	REASONS FOR LEAVING
			From (Date)	To (Date)	Months	Days		

Total Work Experience as on October 31, 2016: _____

(in months & days).

Extra Curricular Activities in College/University:

Nature of Activity	Honours/Award & Prizes, if any

Extra Curricular Activities at District/State/National Level:

Nature of Activity	Level*	Honours/Award & Prizes, if any

* Mention District/State/National Level

List out your hobbies (not more than two) with brief description:

1.
2.

Career Goals: (Do not write more than 100 words):

Academic Distinctions/Prizes/Awards/any other useful information:

Sl. No.	Title	Year
1		
2		
3		
4		
5		

DECLARATION:

I declare that the information given by me in this application form is true and complete in all respects to the best of my knowledge. I understand that suppression of facts or false information may lead to rejection of my application at any stage of the selection process. I also understand that the decision of Indian Statistical Institute in any matter related to the selection process is final and binding upon me.

_____ Place

_____ Date

_____ Signature of Applicant

INSTRUCTIONS

1. This Application Form should be duly filled-in and must be handed over to the interview panel during the interview.
2. Please affix a self attested recent passport size photograph.
3. NC-OBC/SC/ST candidates: Only certificates issued by competent authorities designated by the State/UT/Central Government will be considered. In case of NC-OBC category, the caste included in the Central list (available at <http://www.ncbc.nic.in/backward-classes/index.html>) of NC-OBC by the National Commission of Backward classes, GOI as on the date of written test (19/02/17) will be used. NC-OBC certificate should have been issued on or after **1st April 2016**.

The category mentioned by a candidate up to the day of the written test (19/02/17) will be treated as final. Any subsequent category change request will not be entertained. **Candidates who fail to produce the required category certificate at the time of interview will not be entitled to the benefits of reservation.**

4. Differently Abled (DA) candidates are required to submit a certificate duly signed by the competent authority as per the Persons with Disability (PWD) Act 1995. Please bring the original certificate and self-attested copy of the certificate at the time of interview.
5. The family income includes applicant's own income, income of spouse and income of parents. If a family member including the applicant has multiple sources of income, all income should be incorporated. Annual income should include variable and fixed income if employed. Please ensure the validity of self and family income statements as they may be subject to verification for internal administration.
6. All the original academic certificates/mark-sheets must be produced at the time of interview for verification. Please bring self-attested copies of all mark-sheets/certificates. Wherever letter/point grades are used, corresponding percentage equivalents should be provided. A certificate from the relevant University/Institute must be enclosed indicating the conversion formula. If such a conversion is not possible, mention it below the marks columns and enclose a certificate from the relevant University/Institute to that effect. **In absence of conversion formula, a minimum CGPA of 6.5 for GENERAL/NC-OBC candidates and a minimum CGPA of 6.0 for SC, ST and DA candidates is required.**
7. Candidates who have already completed their graduation/post-graduation/Professional qualification are required to submit the **self attested** photocopies of their mark sheets/certificates. Candidates who are pursuing their Graduation/Post Graduation/Professional Qualification or yet to complete their Graduation/Post Graduation/Professional Qualification are required to get their mark sheets **attested by the Registrar/Principal/Director/Head of the Department of the Institute.**
8. Necessary evidence (Certified record of experience or first and last pay slips) in support of work experience must be attached along with the application form and the original documents must be produced at the time of interview. **Please note that date mentioned in the Appointment Letter will not be considered as the joining date. Work experience up to 31/10/16 will be considered. If evidence of work experience is not produced during the interview, the work experience will be taken as NIL.**
9. Necessary documentary evidence must be produced in support of extra curricular activities at the time of interview.
10. Corrections (if any) in the records should be supported with original documents. Candidate should submit a self-attested copy of the original document.