



HEAVY ENGINEERING CORPORATION LIMITED

HEC TRAINING INSTITUTE

Plant plaza road, Dhurwa, Ranchi-834004 Form No. _____

ISO 9001:2015

**Admission Form for CTS under
Session 2021-22 & 2021-23**

Paste a recent
Passport size
coloured
photograph

(Name and address are required to fulfil in CAPITAL letters.)

1. Full Name :

(a) In Hindi :.....

(b) In English :.....

2. Mother's name :.....

3. Father's name :.....

4. Guardian's name (if any) :.....

5. i) Date of Birth:Day Month Year.

In words:

ii) Age as on (31.07.2021) -----

6. Aadhar No. :.....

7. Gender: Male/Female

8. Email-ID :

9. Correspondence address:..... Mob. No.:.....

.....

.....

10. Permanent address:..... Mob. No.:.....

.....

.....

11. Whether you are ST/SC/OBC/PH/EWS : _____(If yes, attach certificates)

12. Details of Educational qualification: -

Examination passed	Year	Board/University	Full Marks	Marks obtained	% of marks (up to two decimal)	Remarks

Note:

- a) Company / Organization have no responsibility for any employment or other advance training after the completion, of this training.
 - b) Whose results are based on CGPA, the percentage of marks will be calculated by the formula / method recommended by the Board/Council.
13. Candidates have to attach self-attested photocopy of the following documents with the admission form:
- A) Matriculation/10th pass certificate/ provisional certificate.
 - B) Mark sheet of Matriculation or equivalent. (as a Date of birth certificate)
 - C) Caste certificate [SC/ST/OBC (Non-creamy layer)] issued by a competent authority.(If applicable)
 - D) PWD (Person with disability) certificate (if applicable) issued by civil surgeon/ competent authority.
 - E) EWS certificate issued by a competent authority. (If applicable)
 - F) Certificate of being ward of HEC: employee/ Ex. employee/ Contract Worker, Hatia displaced/ Dependent of Diseased employee. (If applicable)
 - G) Aa dhar card (UID).
 - H) Receipt of payment for application fee (HTI copy of challan or Demand Draft).
 - I) Self undertaking (Enclosed in application form)

Weather your Father/Mother is /was working in HEC (on Regular /Contractual basis). If yes:

Name of Father/Mother:..... P. No. /CPF No.:.....

Designation:..... Place of Posting:.....

14. RECOMMENDATION OF HOD/ I/c PERSONNEL

Certified that Sri. _____ S/o, D/o, Sri. _____
_____, P. No. _____ Designation _____
is / was working as a regular/ contract basis in Shop/Deptt. _____
Plant _____. The applicant is son/daughter of Sri. _____
In the available official record and date of birth of Applicant mentioned in the official record
Is _____.

Signature of I/c personnel

Name:

Designation:

Stamp:

Signature of HOD

Name:

Designation:

Stamp:

15. I _____ S/o, D/o, _____
declare that the details filled up in admission form are true to the best of my knowledge and
believe. I assure that I will follow the rules and regulations of the HEC Ltd.

Signature of Father/ Mother/ Guardian

Date:

Contact No. -

Full signature of the applicant

Date:

Contact No. -

- Incomplete admission form will not be considered.
- Admission forms will be accepted on or before **31.07.2021 (up to 5 Pm)**, addressed to:

General Manager
HEC TRAINING INSTITUTE
Plant plaza road, Dhurwa
Ranchi- 834004 (Jharkhand)

FOR OFFICE USE ONLY

1. Date of submission of admission form: _____
2. No. of certificates attached:
3. If selected-
Form No.

Signature of authorised person

Signature of Principal/HTI

ACKNOWLEDGEMENT

Form No.

Received admission form from _____ for the
admission under CTS session 2021-22 & 2021-23 on _____

Signature of receiving office