# **Distance Learning**

### **Prospectus**

Session: 2016-2017

## Post Graduate Diploma In Public Health Nutrition



National Institute of Health and Family Welfare
Munirka New Delhi-110067

#### **DATES TO REMEMBER**

| SI. No. | ITEM SUBMISSION                      | LAST DATE                    | LAST DATE<br>(With late fee of<br>Rs.500/-) |
|---------|--------------------------------------|------------------------------|---|
| 1       | Completed application form with fees | 31 <sup>st</sup> May, 2016   | 15 <sup>th</sup> June, 2016                 |
| 2.      | Assignments – I                      | 30 <sup>th</sup> Dec. 2016   | 16 <sup>th</sup> Jan, 2017                  |
| 3.      | Assignments – II                     | 31 <sup>st</sup> March, 2017 | 14 <sup>th</sup> April, 2017                |
| 4.      | Project Report                       | 15 <sup>th</sup> May, 2017   | 31 <sup>st</sup> May, 2017                  |

- a. Application form without enclosing requisite course fee of Rs.21,000/- (Rupees twenty-one thousands) only in Bank draft, will be rejected.
- b. Late fee of Rs.500/- (Rupees five hundred) only for each item to be submitted separately in the form of Demand Draft, in favour of Director, NIHFW, payable at New Delhi.
- c. Submission of the above items at Nos. 2, 3, 4 after the last date will not be valid for eligibility to sit in the examination during the current year, under any circumstances. However, they will be eligible to sit in the examination in subsequent years.
- d. If the last date happens to be an unexpected Govt. holiday, the last date will automatically be extended to the next working day.

| SL NO. | ACTIVITY                        | TENTATIVE DATE(S)        |
|--------|---------------------------------|--------------------------|
| 1      | 1 <sup>st</sup> Contact Session | November/December, 2016* |
| 2      | 2 <sup>nd</sup> Contact Session | March/April, 2017*       |
| 3      | Final Examination               | July/August, 2017*       |

- \*The exact date for commencement of above activities will be posted in the Web site www. nihfw.org
- All are directed to visit the NIHFW web site regularly to keep them up to date with latest information regarding the distance learning courses.

#### Introduction and Rationale

#### **About the Institute**

With the adoption of new strategy of delivering both Health and Family Welfare Services as an integrated package during the Fifth Five Year Plan period, Government of India recognized the need for an independent agency which could act as an apex technical institution, both in the field of Health and Family Welfare. Consequently on March 9, 1977 the National Institute of Health and Family Welfare(NIHFW) came in to existence by the merger of two erstwhile autonomous organizations previously named as National Institute of Family Planning (NIFP) and National Institute of Health Administration and Education (NIHAE) which were established in the year 1962 and 1964 respectively. NIHFW since then has been functioning as a multi-disciplinary Institute under the Ministry of Health and Family Welfare, Government of India.

NIHFW has been engaged in providing Education and Training to managerial physicians since last two decades through its regular courses of MD (CHA), DHA and other in-service training programmes. The Post Graduate Diploma in Public Health Management started in 2008-09 in collaboration with MOHFW has gained popularity nationwide. However the in-service training arrangements have not been able to meet the demands expeditiously. Moreover, there is a need for continuous and consistent training in management especially for management of district health system.

In order to facilitate continuous up gradation of knowledge and skills of various health personnel across the country, the NIHFW conducts the following courses through distance learning mode.

- (i) Post Graduate Diploma in Health and Family Welfare Management
- (ii) Post Graduate Diploma in Hospital Management
- (iii) Post Graduate Diploma in Health Promotion
- (iv) Post Graduate Diploma in Applied Epidemiology
- (v) Post Graduate Diploma in Health Communication
- (vi) Post Graduate Diploma in Public Health Nutrition

#### 2. About the Programme

#### 2.1. Importance of the Programme:

A pragmatic approach with a focus on issues of major health and socio-economic concern is vital for the development of successful public health services. Striking a balance between different service providers after taking into account overall resource constraints, efficacy of service delivery and welfare gains is a key challenge. Among the other challenges facing the public health community is the need for coordinated multi-sectoral approaches to preventing and controlling complex disease problems.

Diploma in Public Health Nutrition programme is intended for people working in Public Health, Home Science and Nutrition-related fields; specifically those who seek to enhance their understanding, skills and competency in designing, evaluating and interpreting evidence of nutritional health and wellbeing. The course aims to inculcate and strengthen the student's skills that can be used to develop/ implement the public health nutrition policies and programmes with greater efficacy for the benefit of the masses at large.

To enhance the capacity of health systems of the states in the shortest possible time, the National Institute of Health and Family Welfare (NIHFW) has developed a **Post Graduate Diploma in Public Health Nutrition**; which is now sought to be delivered through Distance Learning.

This programme endeavours to build capacity in using analytic tools and processes to critically analyse information received thereby adapting a pro-active approach to decision-making whenever public health action is warranted.

#### 2.2 Nature of the Diploma Course:

This course has been designed keeping in mind the requirement of personnel working in Public Health, Home Science and Nutrition-related fields; specifically those who seek to enhance their understanding, skills and competency in designing, evaluating and interpreting evidence of nutritional health and wellbeing. It will also help the participants to acquire knowledge and skills in Public Health Nutrition so as to operate and strengthen the public health system.

NIHFW, with the financial assistance from The Institutional and Technical Strengthening Project (ITS) a part of the European Union and Government of India (EU-Gol) Sector Policy Support Programme to the National Rural Health Mission (NRHM) and the Reproductive and Child Health II (RCH-II), developed this course.

#### 3. Details of the Course

- i. The Diploma course is to be recognized by the Distance Education Council.
- ii. The total duration of the course is one year.
- iii. The course comprises of theory and practical components.
- iv. Once admitted to the course, the candidate will get an opportunity to appear for the examination in four successive years including the year of admission without paying the course fee again. However, he/she has to deposit a continuation fee of Rs.500/-(Rupees five hundred) only in the year in which they want to complete the course.
- v. After 4 years, the candidate has to re-enrol as a fresh candidate again with the resubmission of the application and requisite course fee.

#### 4. Medium of Study

The medium of study is English. The course is imparted by means of supplying printed study materials for self study and through two contact programmes, submission of assignments and project report.

#### 5. Eligibility

| SI. No. | QUALIFICATION   | ELIGIBILITY CRITERIA   |
|---------|---|--|
| 1.      | All Bachelors of Medicine (MBBS/<br>AYUSH/ Dental)            | Must be registered with concerned State council or Indian Medical Council. |
| 2.      | B.Sc. Home Science/ Diploma in Dietetics Nursing Graduates*/  | *Registered with State Nursing Council                                     |
| 3.      | All Post Graduates and graduates with Science/ Social science | Two Years experience after successful completion of the course.            |

#### Who should attend?

- Professionals working in public and private health organizations, who seek to acquire knowledge and skills in Public Health Nutrition (PHN) as well as application of the same for benefitting the community.
- Graduates who seek knowledge for further (personal) professional development

#### 6. Objectives of the Course

The candidate on successful completion of the course will be able to:

- 1. Generate greater awareness and understanding of the nutritional sciences relating to the field of Public Health Nutrition (PHN).
- 2. Demonstrate an understanding of the approaches, methods and skills in PHN for nutrition and Health promotion of the masses
- 3. Demonstrate an understanding of the political, institutional, social and scientific influences on PHN
- 4. Develop the ability to translate research into practice through skills in nutrition surveillance, policy/ programme planning, implementation and evaluation as well as overall management of the programmes
- 5. Conceptualize the interdisciplinary perspective of PHN at all levels individual, household and community in the context of state, national and international scenario.

#### 7. Course Design

The entire course has been divided into four parts.

- (i) Self-reading by the candidates.
  - Each candidate must devote at least 1000 hours for the course study materials in the year.
  - Test question practice at the end of each chapter (Check your progress) to assess knowledge gain.
- (ii) Internal Assessment
  - Writing Assignments
  - Attendance in the Contact Sessions
  - Project work
- (iii) Theory Component
  - Final Theory examination
- (iv) Practical Component
  - Final Practical Examination

#### 8. The Curriculum

The curriculum is divided into 8 Courses consisting of 21 blocks. The seventh course gives the guidelines for the project work. The break-up of the curriculum is given below:

| Course # and title         | Block   | Unit<br>No. | Unit Title  |
|----------------------------|---|-------------|---|
|                            | I. Introduction to                                | 1           | Public Health Nutrition: An Overview  |
|                            | Public Health<br>Nutrition                        | 2           | Trends in Nutrition   |
|                            |   | 3           | Nutrition promotion for good health   |
|                            | II .Trends in Global                              | 4           | Prevalence and causes of malnutrition, under-<br>nutrition and over-nutrition   |
| Course 1:                  | Nutrition   | _           | Initiatives to address malnutrition globally and in   |
| Principles of Public       |   | 5           | India   |
| Health                     |   | 6           | National Nutrition, Health and Population Policies  |
| Nutrition                  | III. No. (c2C - c. / 11 - 16)                     | 7           | ICDS programme  |
|                            | III. Nutrition/ Health policies and               | 8<br>9      | National Health Mission  Convergence to address malnutrition  |
|                            | Programmes  | 10          | Midday Meal Programme   |
|                            |   |             | Evaluation studies of Nutrition Programmes and  |
|                            |   | 11          | Policies in India   |
|                            | I. Nutrition during                               | 12          | Nutrition during Adulthood  |
|                            | Adulthood, Pregnancy and                          | 13          | Nutrition during Pregnancy  |
| Course 2:<br>Nutrition     | Lactation   | 14          | Nutrition during Lactation  |
| during life                | II. Nutrition during                              | 15          | Nutrition during Neonatal period and Infancy  |
| Cycle                      | Infancy, Childhood,                               | 16          | Nutrition during childhood and school age   |
|                            | Adolescence and old                               | 17          | Nutrition during adolescence  |
|                            | age   | 18          | Nutrition for the elderly/ older adults   |
|                            | I. Nutritional                                    | 19          | Understanding Malnutrition  |
|                            | Deficiency Diseases:<br>macro- Nutrient           | 20          | Severe Acute Malnutrition: community based/ facility based management   |
|                            | Deficiencies                                      | 20          | lacinty based management  |
| Course 3:                  |   | 21          | Nutritional Anaemia: Public Health Concerns   |
| Prevention                 |   | 22          | Vitamin A Deficiency – A Public Health Problem  |
| and                        | II. Nutritional                                   | 23          | Vitamin D deficiency - the emerging public health concern   |
| Nutritional<br>Manageme    | Deficiency Diseases:<br>micro- Nutrient           | 24          | Zinc deficiency - the emerging public health concern  |
| nt in<br>Nutritional       | Deficiencies                                      | 25          | IDD- a public health issue  |
| Deficiencie                |   | 26          | Other Nutritional Deficiencies/ Problems of Public Health Significance  |
| s,<br>Common               | III.Home based/                                   | 27          | Therapeutic modifications of the normal diet  |
| Ailments<br>and<br>Chronic | Dietary Management in Common Ailments             | 28          | Home based Management of patients suffering from Common Ailments: GI disorders, Febrile diseases, Infective hepatitis, HIV/AIDS |
| Diseases                   | IV. Prevention and Management of Non-communicable | 29          | Prevention and Management of Life style diseases:<br>Overweight and Obesity; Hypertension/ CAD/ CVD;<br>Diabetes mellitus.      |
|                            | diseases/ other<br>disease conditions             | 30          | Nutrition care in cancers and osteoporosis  |
| Course<br>4(a):            |   | 31          | Food spoilage, contamination and adulteration Food borne diseases   |
| Food                       | I. Food safetyandstandards                        | 32          | Food safety: importance, issues and surveillance systems  |
| safety and                 | - Saletyanustanualus                              | 33          | Food safety: policy and governance issues   |
| Standards                  |   | 34          | Food standards: national and international  |
| Course 4                   | I. Food and Nutrition                             | 35          | Factors influencing food and nutrition security   |
| (b): Food<br>and           | security/ insecurity                              | 36          | Food and nutrition insecurity: the major contributor to malnutrition/ under nutrition.  |

| Nutrition  |   | 37       | Dimensions of food & Nutrition security   |
|--|---|----------|---|
| security   |   |          | National/ GlobalPolicies for combating Food and   |
| _  |   | 38       | nutrition insecurity  |
|  |   | 39       | Food and Nutrition Security in disasters/   |
|  |   | 39       | emergency situations  |
|  | I. Nutritional  | 40       | Basics of nutritional epidemiology  |
| Course 5:<br>Nutritional   | Assessment Systems and Indices/ Indicators  | 41       | Study Designs: Observational and Experimental   |
| Assessme   |   | 42       | Nutritional Assessment Systems: an overview   |
| nt and   | II. Nutritional   | 43       | Nutritional Assessment methods  |
| epidemiolo<br>gy   | epidemiology  | 44       | Nutrition surveillance and Screening: Principles, methods and applications  |
|  |   | 45       | Global and National Nutrition surveys   |
|  |   | 46       | Management Functions and Concepts of  |
|  |   | 40       | Programme Planning  |
| Course 6:  | I. Programme<br>Planning  | 47       | Models of Programme Planning in public health and nutrition including Decentralised Planning Process  |
| Public<br>Nutrition/   |   | 48       | Evidence based programme planning in : some case studies  |
| Health<br>Programm   | II. Nutrition/ Health promotion and   | 49       | Nutrition Promotion and Communication Strategies: methods of communication  |
| es:  | Communication   | 50       | Audio-Visual Aids in Nutrition and Health   |
| Planning   | Strategies  | F.4      | Communication   |
| and<br>Manageme  |   | 51       | Advocacy for Public Health Nutrition  |
| nt   | III. Implementation   | 52       | Management of nutrition programmes including Monitoring   |
|  | and Evaluation of Public Health   | 53       | Evaluation of programmes : importance and methods   |
|  | Nutrition programmes  | 54       | Challenges in the implementation of nutrition   |
| Course 7:  |   | 55       | programmes- some global/ national experiences  Basics of research in public health nutrition-l  |
| Basics of  |   | 33       | Basics of research in public fleath fluthholf-i   |
| Research<br>in Public<br>Health<br>Nutrition<br>and<br>Project<br>Work | I. Basics of research<br>in public health<br>nutrition and<br>Community based<br>Research/ field work | 56       | Basics of research in public health nutrition- II   |
|  |   | 57       | Fundamentals of Meal Planning and Planning of Diets/ dishes /menus for adults (men/ women)  |
|  | I. Meal Planning and<br>Home based care   | 58       | Planning of Diets/ dishes /menus for various age, gender and SES groups: infants, children, adolescents, pregnant women, nursing mothers, and elderly / older adults. |
|  |   | 59       | Planning of Diets/ dishes /menus: individuals suffering from chronic degenerative diseases  |
| Practical<br>work  | II. Home based Care   | 60       | Home based care of Severely Malnourished Child including diet plan  |
|  | for PHN   | 61       | Home based care of New-born including Breast Feeding  |
|  |   | 62       | Managing Diarrhoea in Children  |
|  | III. Assessments for  | 63<br>64 | Undertaking Capacity analysis for addressing PHN  |
|  | PHN   |          | Nutritional Assessment of the community   |
|  | IV. Programme   | 65       | Planning of Nutrition Programmes for the  |
|  | Planning and  |          | community including some model plans  |

| implementation | 66 | Planning and conducting Nutrition/ Health Education Programme for the community |
|----------------|----|---|
|                | 67 | Organising VHND   |

#### 9. The Project Work

- Selection of the topic will be done in the 1<sup>st</sup> contact session.
- Synopsis of one page inclusive of title, objectives & methodology to be submitted before start of project work.
- Project should ordinarily not exceed 15000 words. For details, please refer to detailed guidelines in the project module.
- The project should be submitted as per the last date notified, failing which the candidate will be debarred from appearing in final examination of the current session; however he/she can appear during subsequent years after submitting the project.
- The date of submission of the project is 15<sup>th</sup> May, 2017; extendable up to 31<sup>st</sup> May, 2017 with late fees of Rs.500/- (Rupees five hundred) only.

#### 10. Contact Programs

There will be two contact programmes of 5 days each:

- (i) November/December, 2016
- (ii) March/April 2017

The contact programmes will be held in program study centres. The exact dates & place of contact sessions will be put in the institute website. The themes covered in contact programme are:

| 1 <sup>st</sup> Contact Program | Course 1, 2, 3, and 4 |
|---------------------------------|-----------------------|
| 2 <sup>nd</sup> Contact program | Course 5, 6, and 7    |

- Each contact program carries a weightage of 20 marks. Attendance and assessment of feedback by students in contact session will be considered for this weightage.
- Full attendance in contact classes is compulsory.
- Candidates may bring with them the queries on the relevant topics for discussion during contact session.
- The candidates have to attend the contact programs at their own cost at the identified center.
- The allocation of the center for contact programs will be notified as per region of the enrolled students.

#### 11. Assignments

- Candidates are required to write 2 sets of assignments.
- The assignment question papers will be sent along with introductory letter and also posted on the Institute website (www.nihfw.org).
- All the assignments will be **hand written** in A-4 size paper.
- Illustrations with diagrams, tables, examples will help to get good marks.
- Each assignment should be written in separate note book.

- Each answer in the assignment must start from a fresh page.
- Photocopy of any printed material in the assignment or typed assignments will not be accepted.
- Assignments received after due date will debar the candidate to sit in the final examination of the current year. However, he/she can appear in the subsequent year.
- Each assignment will carry a weightage of 30 marks. It will be included in their internal assessment (IA).
- A photocopy of each assignment is to be retained by the candidate for future reference.
- Assignment can be written in Hindi also.

| Item           | Due date of submission       | With late fees of Rs. 500/- by DD |
|----------------|------------------------------|-----------------------------------|
| Assignment – 1 | 30 <sup>th</sup> Dec, 2016   | 16 <sup>th</sup> Jan, 2017        |
| Assignment – 2 | 31 <sup>st</sup> March, 2017 | 14 <sup>th</sup> April, 2017      |

If the last date happens to be an unexpected Government holiday, the period will automatically extend to the following working day.

The assignments should be sent by registered post in the following address:

Public Health Nutrition Unit,
Distance Learning Cell
Room No. 417, 4<sup>th</sup> Floor,
Academic Block,
National Institute of Health and Family Welfare (NIHFW),
Baba Gangnath Marg Munirka,
New Delhi-110067

The acknowledgement of receipt will be uploaded on the website of the Institute.

#### 12. Course Evaluation

The diploma course has two tiers of evaluation

- 1. Formative
- 2. Terminal

#### (i) Formative Evaluation (During the course)

Internal Assessment

- Attendance with feedback in the contact programme.
- Submission of assignment within stipulated date.
- Submission of project work within stipulated date.

#### (ii) **Terminal Evaluation** (Final Exam)

- (A) Theory Paper-I Theory Paper-II
- (B) Practical will comprise of planning of diets/ menus/ dishes; identification of nutritional deficiency symptoms, planning of PHN programme and the Nutrition Health communication sessions, imparting of Nutrition Health education to the community employing diverse communication strategies as discussed in the practical manual and spotting.

The details regarding Practical Examination will be discussed during the contact sessions.

- (C) Viva voce:
  - Project Viva
  - Grand Viva

#### 13. Qualifications for appearing in the Final Examination

- Submission of the assignments on time
- Submission of the Project work on time
- Full attendance in the contact session
- Internal assessment 50% marks including
  - a) Assignments
  - b) Contact Programs
  - c) Project

#### 14. Distribution of Marks

| <ul> <li>Theory paper – I</li> </ul>    | 100                              |
|---|----------------------------------|
| <ul> <li>Theory paper – II</li> </ul>   | 100                              |
| <ul> <li>Practical</li> </ul>           | 50                               |
| <ul> <li>Viva Voce</li> </ul>           | 50                               |
| <ul> <li>Internal Assessment</li> </ul> | 150                              |
| (Assignments – 60, Conta                | act sessions – 40, Project – 50) |
| <ul><li>Total</li></ul>                 | 450                              |

#### Note:

- Any candidate caught using unfair means during examination will be debarred from appearing in the examination for a period of three years.
- Any request for appearing for final examination after the extended period of 4 years including the year of admission will not be entertained with the same course fees.

#### 15. Re-Evaluation

There is no provision for re-evaluation.

#### 16. Examination Result

At candidate will be declared pass if he/she secures:

- 50% in aggregate = 225 out of 450 and
- 50% in aggregate in Theory = 100 / 200 and
- 50% in aggregate in Practical & viva = 50 / 100

If a candidate passes in theory and fails in practical component, he/ she will reappear in practical component only.

If a candidate fails in theory and passes in practical component, he/ she will reappear for theory only.

Results for theory and practical components will be declared separately on the website.

#### 17. Best Student Award

The candidate who obtains highest aggregate marks will be honoured with 'Best student award' (A medal with certificate) on 9<sup>th</sup> March, (Annual day of Institute) of the following year. However it will be applicable to the current batch candidate.

#### 18. Examination Venue

The final examination will be held in the NIHFW campus, New Delhi. For the State sponsored candidate the exam will be held in the respective State Institute.

#### 19. Type of Fees

- Course admission fee Rs.21,000/- [Rupees twenty one thousand only] including 1<sup>st</sup> year examination fee.
- Prospectus with application form could be downloaded from the website www.nihfw.org.
- Once the application with requisite fees is received in this office, <u>no</u> request for withdrawl is permissible and fees deposited will not be refunded at any circumstances.
- The fee will be refunded only to those, who have not been selected for the course by the screening committee.
- Those who fail to complete the course in the same year has to deposit again a continuation fee of Rs.500/- in subsequent years in which candidates wanted to complete the course.
- All types of fees to be deposited separately by Demand draft drawn in favor of "Director, NIHFW" payable at New- Delhi.

#### 20. Duplicate Certificate / Mark Sheet

For successful candidates, a duplicate certificate /mark sheet can only be issued under following conditions:

- A written request for duplicate certificate/mark sheet giving valid reasons
- A penalty fee of Rs.500/- separately for duplicate Certificate and / or Mark sheet in the form of demand draft in favour of Director, NIHFW payable at New Delhi.
- An undertaking to the effect that the original certificate has been lost/ destroyed to best of his/her knowledge attested by a Notary or copy of police FIR.

#### 21. How to Apply

a. A candidate seeking admission to the course is required to send his/her application in the prescribed format given at the end of the prospectus, duly completed along with requisite fees.

- b. Following enclosures must be attached along with the application form:
  - Demand draft of requisite amount.
  - Self attested copy of certificate of birth.
  - Self attested copy of degree as applicable.
  - Copy of Registration certificate with respective National / State council.
  - Experience certificate from the employer.
  - No objection certificate from the employer, for those in Government services.

#### Incomplete application, in any respect, is likely to be rejected.

The duly completed, legible application form along with enclosures should be submitted by hand / or through registered/Speed post to:

Public Health Nutrition Unit,
Distance Learning Cell
Room No. 417, 4th Floor,
Academic Block,
National Institute of Health and Family Welfare (NIHFW),
Baba Gangnath Marg Munirka,
New Delhi-110067

On or before the following dates:

- (i) 31<sup>st</sup> May, 2016 without late fee.
- (ii) **15<sup>th</sup> June, 2016** with late fee of **Rs.500/-** (Rupees five hundreds) only in the form of demand draft.

#### 22. Selection

- a. Selection will be made by a selection / screening committee of NIHFW; and only the selected candidates will be informed accordingly.
- b. The list of selected candidates will be up loaded in the Institute web site.
- c. The decision of the committee will be final and binding.
- d. No correspondence in this regard will be entertained.

#### All communication may be mailed to:

Public Health Nutrition Unit Distance Learning Cell Room No. 417, 4th Floor, Academic Block,

#### National Institute of Health and Family Welfare (NIHFW),

Baba Gangnath Marg Munirka,

New Delhi-110067

Web Site: www.nihfw.org

Phone Direct: 91-11-26183416

Phone EPBX: 91-11-26265959, 26266441, 26188485, 26107773

Ext: 336, 239, 240 FAX: 91-11-26183416 E.mil ID.- phn@nihfw.org

| Enrolment No.                | D | Р | Τ | Ν | 1 |  |  | / | 2 | 0 | 1 | 6 |
|------------------------------|---|---|---|---|---|--|--|---|---|---|---|---|
| (to be filled by the office) |   |   |   |   |   |  |  |   |   |   |   |   |





# NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE NEW DELHI – 110067

# APPLICATION FORM FOR ADMISSION TO P.G. DIPLOMA IN PUBLIC HEALTH NUTRITION

|   | THROUGH DISTANCE LEARNING<br>BATCH 2016 – 2017 |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|---|--|---------------|--------|--------|------|-----|-------|-------|------|--------|-------|-----|--|-------|--------------|---|-----|--------------------------|-----|------|--|
| COURSE FEE Rs.21, 000/- (Rupees To of the Director, NIHFW, payable at No. | wenty one thou<br>ew Delhi                     | sand          | only   | ) thre | ough | Dem | and I | Draft | draw | n in f | avou  | r   |  |       |              |   |     |                          |     |      |  |
| Demand Draft No.  |  |               |        |        |      |     |       |       |      |        |       |     |  |       | AFFIX RECENT |   |     |                          |     |      |  |
| Dated D   | D M M  | D M M Y Y Y Y |        |        |      |     |       |       |      |        |       |     |  |       | S            |   |     | POR <sup>-</sup><br>TOGF |     | 1    |  |
| Drawn on Bank and Branch  |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
| Name of the Applicant in full (Block Letters)                             |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     | <u> </u>                 |     |      |  |
|   | In English                                     | Dr / N        | Ir / M | s      |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   | In Hindi                                       |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   | (as you would like it on the certificate)      |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
| 2. Sex  |  |               |        |        | Male |     |       |       |      |        |       |     |  |       |              |   |     |                          | Fe  | male |  |
| 3. Father's/Husband's Name  |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
| 4. Date of Birth  |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   |  |               |        |        | 1    |     |       |       |      | 1      |       |     |  | D     | D            | М | М   | Υ                        | YYY |      |  |
| 5. Present Designation & Official Address                                 |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   |  |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   | District:                                      |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   | State:<br>Pin Code:                            |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
|   | Pin Code:                                      |               |        |        |      |     |       |       |      |        |       |     |  |       |              |   |     |                          |     |      |  |
| 6. Type of Organization   |  |               |        |        |      |     | G     | iovt. |      | Ser    | ni Go | vt. |  | Priva | ite          |   | NGO |                          | Ot  | hers |  |

| 7. Mailing Address   |                 |            |              |            |         | -      |        |      |        |        |        |      |       |             |      |        |      |       |     |
|--|-----------------|------------|--------------|------------|---------|--------|--------|------|--------|--------|--------|------|-------|-------------|------|--------|------|-------|-----|
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | District:       |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | State:          |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | Pin Code:       |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | i iii oode.     |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              | 1          | 1 1     |        |        |      | I I    |        |        |      |       |             |      |        |      |       |     |
| 8. Telephone No.   | Residential     |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | Official        |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | Mobile          |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | - Mobile        |            |              |            |         |        |        |      |        |        |        |      |       |             |      | •      |      |       |     |
| 9. E- Mail ID  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| 40. Nationality  |                 |            |              |            | 1 1     |        | 1      |      |        | 1      |        |      |       |             |      |        |      | 1     |     |
| 10. Nationality  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| 11. Whether belongs  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             | Yes  |        |      |       |     |
| toSC/ST/OBC/PH   | No No           |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | No              |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| 12. Examination Passed   |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| Graduate in any discipline (Mention  | Examination     | Passed     | Subje        | ect / Disc | ipline  |        |        | В    | oard / | Univ   | ersity | & Co | llege |             |      | Year   |      | Divis | ion |
| the discipline in the column)  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| 13. Total experience of working  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      | Yea    | rs   |       |     |
| (in years)   |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| 14. Kindly enclose the experience  | Service Reco    | ord (start | ing froi     | m prese    | ent en  | ploy   | men    | ıt)  |        |        |        |      |       |             |      |        |      |       |     |
| certificates (present/past) and<br>all the attested copies of<br>testimonials mentioned in the | Designation     |            |              | Organ      | izatior | /Insti | itutio | n    |        |        |        | From |       |             |      | То     |      |       | _   |
| application form, duly signed  | 1.              |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       | _   |
| by Competent Authorities.  | 2.              |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | 3.              |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
|  | J.              |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       | _   |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| 15. From where did you get to  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| know about this course?  |                 |            | <del>-</del> |            |         | ٠.     |        |      |        | ٦.     |        |      |       |             |      |        |      |       |     |
|  | Newspaper       |            | ın           | stitutior  | nai wei | osite  |        |      |        | Jo     | urnal  | S    |       |             |      | Oth    | ers  |       |     |
|  | l               |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| Declaration by the Arrell  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| Declaration by the Applicant   |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |
| I declare that the particulars give  | en above are al | l correct  | to the b     | est of n   | ny kno  | wled   | lge a  | nd b | elief. | l will | , on a | admi | ssion | ı, adl      | here | to the | rule | s and | t   |
|  |                 | di         | scipiine     | of NIH     | rvv, N  | ew D   | eini.  |      |        |        |        |      |       |             |      |        |      |       |     |
| Name   |                 |            |              | Signa      | turc    |        | -      |      |        |        |        |      |       | ate         |      |        |      |       |     |
| INAILIE  |                 |            |              | Jigila     | i.ui e  |        |        |      |        |        |        |      | D     | 41 <b>C</b> |      |        |      |       |     |
|  |                 |            |              |            |         |        |        |      |        |        |        |      |       |             |      |        |      |       |     |