

**SCHOOL OF ARCHIVAL STUDIES
NATIONAL ARCHIVES OF INDIA**

ADMISSION NOTICE

78th short term certificate course in “Care & Conservation of Books, Mss. & Archives”

- Duration** : 8 July 2019 to 30 August 2019
- Objective** : To train the trainees in the scientific methods of conservation, repair, rehabilitation, storage and handling of Documentary Heritage.
- Eligibility** : Second class Graduate from a recognized university, preferably in science.
- Reservation** : Seats are reserved for private candidates of SC /ST / OBC /persons with disability as per Government norms
- Age** : Below 30 years for private candidates
Below 50 years for sponsored candidates
- Application Fee** : Rs.100/- through Indian Postal Order or DD/Bankers
Cheque payable to the Director General of Archives,
National Archives of India at New Delhi
- Course Fee** : Rs.300/- (Rupees three hundred) only, non- refundable,
to be paid at the time of admission.
- How to Apply** : Application in the prescribed proforma along with attested copies of certificates of educational qualification, age and caste and application fee be sent to The Director General of Archives, National Archives of India, Janpath, New Delhi-110001. Applicants employed in Central & State Govt. and PSU's should apply through proper channel.

Last date of receipt of application : 14 June 2019

Boarding & Lodging: The School has no Boarding and Lodging facilities.

Application form can be downloaded from our web site <http://nationalarchives.nic.in> under what's new.

FORMAT OF APPLICATION

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(8 July 2019 to 30 August 2019)**

- 1. Name of Applicant :**
- 2. Father’s/Husband’s Name :**
- 3. (a) date of Birth**
(b) Age as on closing date :
- 4. Category : General / SC /ST / OBC / PH**
- 5. Postal Address,
Tel.No.& email ID :**
- 6. Permanent Address :**
- 7. Details of crossed Indian :
Postal Order/Demand Draft**
- 8. Academic Qualification (Enclose attested copies of mark list /certificates)**

Examination passed	Subject	Year of passing	Division	Percentage of Marks	Name of University

Date :

Signature of candidate

9. In case of sponsored applicants

(a) Name & address of the

Department where employed:

(b) Post held at present :

**Signature and Seal of the
sponsoring authority
Fax/ Telephone No.**