



# **HEAVY ENGINEERING CORPORATION LIMITED**

## **HEC TRAINING INSTITUTE**

**Plant plaza road, Dhurwa, Ranchi-834004** Form No. \_\_\_\_\_

ISO 9001:2015

**Admission Form for CTS under  
Session 2022-23 & 2022-24**

Paste a recent  
Passport size  
coloured  
photograph

(Name and address are required to fulfill 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 (31.07.2022) \_\_\_\_\_

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

Signature of HOD

Name:

Name:

Designation:

Designation:

Stamp:

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

Full signature of the applicant

Date:

Date:

Contact No. -

Contact No. -

- Incomplete admission form will not be considered.
- Admission forms will be accepted on or before **16.08.2022 (up to 5.00 Pm)**, addressed to:

Principal  
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 authorized person

Signature of Principal/HTI

---

**ACKNOWLEDGEMENT**

Form No.

Received admission form from \_\_\_\_\_ for the  
admission under CTS session 2022-23 & 2022-24 on \_\_\_\_\_

Signature of receiving office