



9	Father's profession									
10	Finance source/support for PGDCPM		Self	Father	Guardian	Organization				
11	present occupational status of applicant		Student	Employee	Other					
12	Expected date of result, if still a student									
13	<b>ACADEMIC QUALIFICATIONS</b>									
<b>Sr. No.</b>	<b>Examination</b>	<b>Institute/ College</b>	<b>Month and year of passing</b>	<b>% of Marks Obtained*</b>	<b>Class / Division*</b>	<b>University / Board</b>	<b>Encl.</b>			
i.	SSC/SSLC/CBSE									
ii	Higher Secondary / Pre-University (10+2 Std.)									
iii	Any other Technical Diploma									
iv	Bachelor's Degree in..... (appearing for final year examination students has to submit aggregate marks of 03 years)									
v	Post Graduate Degree/Diploma in .....									
vi	* Class /percentage of marks as awarded by the concerned University									
14	Medium of Instruction at: School..... College.....									
15	Proficiency of Languages (other than English)			Languages						
				Speak only						
				Speak and read only						
				Speak, read and write						
16	Work Experience (starting with latest employer )									
<b>Sr.No</b>	<b>Name &amp; Address</b>	<b>Date of Joining Leaving</b>		<b>No. of months</b>	<b>Designation</b>	<b>Last Gross Month pay</b>	<b>Nature of work</b>			
17	Proficiency level in computer applications									
i	Office Management	<b>MS Office</b>	High	Low	Nil	<b>Excel / Tally</b>	High	Low	Nil	Others... .....
ii	Project Management	<b>Primavera</b>	High	Low	Nil	<b>MS Project</b>	High	Low	Nil	
iii	Others	<b>Internet</b>	High	Low	Nil	<b>ERP</b>	High	Low	Nil	

### Statement of purpose

Write below your reasons of applying for this Programme, and about your career plans, ambitions, motivation, competencies, and training needs in aprox 150 words.

#### Declaration

I am medically and physically fit for the programme: Yes / No

if No, please specify names of illness/diseases:

a. Chronic disease: .....

b. Surgeries: .....

c. any other disease: .....

I certify that the particulars given above are correct to the best of my knowledge and belief and my admission is liable to be cancelled in case of any discrepancy found later on.

I agree to abide by the rules and regulations as well as discipline of the Institute.

Place: .....

Signature of Applicant .....

Date: .....

Name of the Applicant: .....

**NATIONAL ACADEMY OF CONSTRUCTION  
APPLICATION FOR HOSTEL ACCOMODATION**

1.	Name	..... Surname	..... Given Name	..... Middle Name
2.	Present Address	Tel. No: E-mail:		
3.	Permanent Address			
4.	Name and Address of local guardian (if any)			

Director  
NAC, Hyderabad

Sir,

I would like to apply for hostel accommodation at the campus I hereby give the following undertakings:

- i. I have no objection to the use of shared accommodation.
- ii. I shall pay the hostel and mess dues and charges as per the scheduled dates.
- iii. I shall abide by the rules and regulations applicable to the residents of the hostel and submit myself willingly to the discipline of the hostel authority.
- iv. I shall vacate the hostel immediately if ordered to do so at any time without questioning your authority to ask me to vacate.

Witness: .....

Signature of the applicant: .....

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**C. SPONSORSHIP FORM**

Director, PGDCPM  
NAC, Hyderabad

Sir,

We are pleased to sponsor Mr/Ms.....S/D/of..... for admission to the Post Graduate Diploma in Construction Project Management at Hyderabad. In case of the applicant will be granted admission, we give the following undertaking:

- i. The applicant will be granted study leave for a period of upto 48 weeks to complete the studies.
- ii. We will pay all the tuition and other fees in respect of the candidate as per details given in the prospectus for the Programme issued by the institute.
- iii. We will allow the candidate to complete his Internship Training while in service and will designate a senior officer as Supervisor acceptable to the Institute.
- iv. It is understood that, being sponsored candidate there is no need of placement assistance.
- v. During the course of his/her studies, the candidate will be paid full/part salary as admissible.

Name and address of the Company  
.....  
.....  
.....

Signature : .....  
Name : .....  
Designation : .....  
Place : .....

## **NATIONAL ACADEMY OF CONSTRUCTION**

### **Instructions to Candidates**

- 1. Fill the forms in your own handwriting.**
- 2. No column should be left blank in any form.**
- 3. All candidates are required to fill the following:**
  - i. Form I – Bio-data Sheet**
  - ii. Form II – Application for Hostel Accommodation**  
**(If hostel accommodation is required)**
- 4. Sponsored candidates should have Form III (Sponsorship Form) duly filled and signed by sponsoring authority and submit along with the application.**
- 5. All forms duly filled in along with the enclosures should be sent it along with application fee of Rs. 1000 by Demand Draft in favour of “Director General, National Academy of Construction”, payable at Hyderabad.**

**The application should be sent by Registered Post or Courier to:**

**The Director (WRDI),  
PG Block, NAC Campus,  
Kondapur (Post),  
Hyderabad – 500 084, Telangana State.  
Ph: 040 - 23111922  
Fax: 040 - 23111997  
Mobile No: +91 - 91 8125745059  
Email: [pgdcm.nac@gmail.com](mailto:pgdcm.nac@gmail.com)  
Website: [nac.edu.in](http://nac.edu.in)**