

## **Application form**

Application number.....

Date of application received .....

**The following details are to be filled by the applicant**

### **1. Enterprise Details**

Unit name

Udyam Registration no.

Date of incorporation

PAN

GST

Office Address

District

Pin Code

Telephone Number

Email ID

Category (Small/Micro)

Name of promoter/s

Social category of Promoter (SC/ST)

### **2. Trainee Details**

Trainee Name

Aadhaar No.

Father/ Mother/Guardian Name

Date of Birth

Address

Trainee Photograph

District :

Pin Code :

Mobile Number :

Email id \_\_\_\_\_

Gender \_\_\_\_\_ Social Category \_\_\_\_\_

Qualification \_\_\_\_\_

Applicant Category: \_\_\_\_\_ Entrepreneur / Ward (Please tick whichever is applicable)

**In case of ward:**

Relationship with promoter of company \_\_\_\_\_

Proof of relationship \_\_\_\_\_

**3. Bank details of applicant enterprise:**

Account No. \_\_\_\_\_ Bank Name : \_\_\_\_\_

Branch Address \_\_\_\_\_

IFSC Code \_\_\_\_\_

**4. Course Details**

Training Institute Name \_\_\_\_\_

Institute Address \_\_\_\_\_

Course Title \_\_\_\_\_

Course duration \_\_\_\_\_ Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Course Fee \_\_\_\_\_ Reimbursement amount applied for \_\_\_\_\_

**Undertaking (to be filled and signed by the applicant)**

I .....declare that all details given by me are true. I confirm that I have not availed any sponsorship or financial assistance for attending this course from any other Government or private scheme. Further, I have not availed reimbursement of training fee of NIRF ranked top 50 management institutions earlier under National SC-ST Hub. I agree that I may be disqualified to avail reimbursement in case any discrepancies are found in the information provided by me.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Place \_\_\_\_\_

## 5. To be filled by IIM

Date of receiving application \_\_\_\_\_

Details of Fee received from the candidate : Amount – Rs. \_\_\_\_\_

Date : \_\_\_\_\_

Reimbursement Amount Claimed \_\_\_\_\_

Application approved/ rejected \_\_\_\_\_

Reason (if rejected) \_\_\_\_\_

Eligible reimbursement amount \_\_\_\_\_

Signature of IIM Official \_\_\_\_\_

Date \_\_\_\_\_

Name of IIM Official \_\_\_\_\_

Place \_\_\_\_\_

### **Checklist of Documents :**

- Application form duly filled and signed
- Copy of Applicant's Aadhaar Card or other ID proof (Other ID proof allowed only in case of states where Aadhaar is not available)
- Proof of age of applicant (e.g. Pan Card, Driving License)
- Social Category Certificate
- Enterprise Details (brief on enterprise activities)
- Copy of Udyam Registration (**please note that the applicants having Udyam Registration with Major Activity as Trading are not entitled**)
- PAN Card (In case of proprietorship firm- PAN of entrepreneur/ in case of other categories of firm- PAN of the enterprise)
- GST Number
- Additional documents in case of ward of SC ST Entrepreneur
  - Proof for establishing relationship between the nominator and nominee (any government issued document with name of nominee and nominator on it e.g. passport, driving license, birth certificate, election I card, Aadhar card, educational certificate etc.)
  - Nomination form duly filled and signed by entrepreneur in favor of ward declaring that she/he is that the applicant is his/ her ward (Son/ daughter).
- Details of the course
  - Enrollment Number
  - Certificate of successful completion of course
  - Fee receipt/ chalan of fee submission (original)
  - Feedback form

**Nomination form for ward**

I .....am the  
Proprietor/partner/promoter of M/S .....UAM  
No..... with its office located at

.....  
I nominate my Son/ daughter.....who has been  
working with my company since .....to attend the training  
course .....held by .....

Date .....

Name & Signature of Entrepreneur

Place:





A/c. 266

Scan and Pay with any UPI app



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