



PONDICHERY UNIVERSITY

OFFICE OF THE SERVICES

FORM OF APPLICATION FOR ALLOTMENT OF STAFF QUARTERS

1. Name of the Applicant :
2. Designation :
3. Date of Joining :
4. Pay Level :
5. Category (Applicable only to (SC/ST/ & PH) :
6. Name of School/Department/Centre/Office :
7. Whether the applicant belong to Puducherry :
8. Nature of appointment (Tick the appropriate) : Permanent/Temporary/Probationer/Others
9. Classification of the Staff Quarter required now :
10. In case of non – availability of quarters in entitled category, will it be acceptable, if lower category quarters are allotted to the applicant if yes, please specify the category. :
11. Whether the applicant resides in the University Quarters, if yes, specify the Type & Quarters No. :

It is hereby declared that the information given above is true to the best of my knowledge and belief.

Date:

Signature of the Application

RECOMMENDATION OF THE FORWARDING AUTHORITY

1. Name and Designation of the Forwarding Authority :
2. Recommended / Not Recommended :
3. If not recommended, State reasons :
4. Special remarks, if any, as to the eligibility of the Applicant for allotment of staff quarters :

Date:

Signature of Forwarding Authority

Note: If the applicant happens to be the Head of Department/School/Centre of Office, the report in Part – II may be dispensed.