



NATIONAL CENTRE FOR PHYSICS
NCP Hosted Researcher Registration Form

Affix one fresh
passport size
photograph
(blue or white
background) and
attach 3 additional
photographs

Note-1: Applicants are required to read the NCP Hosted Researchers Policy available at www.ncp.edu.pk/ir.php carefully before filling the form.

Note-2: Applicant must have first division or equivalent grade in final/last degree and no more than one second division in entire academic career.

Note-3: Apply at least 30 days before initiation of proposed research work at NCP Campus.

Note -4: Outstation Hosted Researcher means whose University/College/R&D Institute is outside municipal jurisdiction of Rawalpindi/ Islamabad and accommodation to Outstation Hosted Researcher will only be provided "SUBJECT TO AVAILABILITY".

To be completed by the Applicant:

Name: _____ Date of Birth: _____

CNIC No. / Passport No. & Origin (for foreigners): _____

Highest Qualification (tick): Ph.D , M.Phil/MS , M.Sc , DAE or equivalent (please mention: _____)

Academic Record: Throughout 1st Class One 2nd Div. in Career

Present Status: 1. Employee 2. Presently Registered Student 3. Others (please specify) _____

Designation (if employed): _____

University/College Enrollment-Registration Number (if regular student): _____

Present Organization/ University/Department: _____

Permanent Address: _____ Mailing Address: _____

Landline No.: _____ Cell: _____ E-mail: _____

Hosted Researchers Category applied for (please check NCP website for details & tick the appropriate):

Adjunct Faculty Visiting Scientist/Research Scholars NCP Associates Post-Doc Fellows
 Ph.D Student M.Phil / MS Student Internee

Proposed Research Area & Department at NCP: _____

Proposed duration of research work at NCP: _____

Accommodation Required (only for Outstation Students): YES NO If YES please mention duration _____

(Attach Hosted Researcher Accommodation Request Proforma)

Whom you consulted at NCP before submission of registration form:

Name: _____ Department: _____ Date: _____

Supervisor from NCP: YES NO Co-Supervisor from NCP: YES NO

Checklist of Attached Documents:

	<u>YES</u>	<u>NO</u>
1. Attested Copy of Last Degree	<input type="checkbox"/>	<input type="checkbox"/>
2. Updated Brief CV (including list of publications during last three years)	<input type="checkbox"/>	<input type="checkbox"/>
3. Attested Copy of CNIC/Passport	<input type="checkbox"/>	<input type="checkbox"/>
4. Referral Letter from parent Department/University/Organization	<input type="checkbox"/>	<input type="checkbox"/>
5. Three Fresh Passport Size Pictures (Blue or White Background)	<input type="checkbox"/>	<input type="checkbox"/>
6. Police Verification Proforma	<input type="checkbox"/>	<input type="checkbox"/>
7. Security Particulars Proforma	<input type="checkbox"/>	<input type="checkbox"/>
8. Immunization Certificate (COVID-19)	<input type="checkbox"/>	<input type="checkbox"/>

I, Mr./Ms./Dr. _____ hereby undertake that:-

- (a) Upon acceptance, I shall pay:
 - i. **Registration Fee** (Rs. 750/- for Internees students, Rs. 1000/- M.Phil/Ph.D students, Rs. 1500/- Research Associates & Post-Doctoral Fellows and Rs. 2000/- for employees of University/ R&D Organization and Others from HEC recognized institutions/Government Departments).
 - ii. **Security Fee** (Rs. 5000/- for internees students, Rs. 10,000/- for M.Phil/MS & Ph.D Student), security fee is refundable upon completion of research work and subject to submission of Final Clearance Certificate & NCP Identity Card/Entry Card).
 - iii. **Bench Fee:** If the student/parent university institute choose research supervisor from NCP as a co-supervisor, then the bench fee will be charged (Rs. 4000/- per semester for M.Phil students and Rs. 6000/- per semester for Ph.D student).
 - iv. **Fine:** I understand that a fine of Rs. 1000/- per week will be charged to me out of my deposited security if I fail to submit Clearance Certificate to CAAD within one week after the due date of completion of my research work.
- (b) I have thoroughly read contents of the NCP Hosted Researchers Policy-Revised 2016. I shall abide by rules/regulations mentioned in the NCP Hosted Researchers Policy & procedures during stay at NCP. Upon completion of work, I shall immediately submit Clearance Proforma and entry Card to CAAD/NCP. In case of damage of NCP property, NCP can retain my security fee (under intimation to my parent department/university/organization) until I pay for the damage(s)/loss within a period of one month.

Signature of Applicant / Date: _____

To be Completed by Applicant’s Parent Institution/ University:

We hereby certify that the applicant Mr./Ms./Dr. _____ S/D of _____ is presently a regular student/employee with Registration No./ PIN No. _____ at our Department/Institution/University. We have thoroughly read contents of NCP Hosted Researchers Policy (Revised-2016). We hereby recommend the above mentioned applicant for research work at NCP in the above specified category (Our Referral Letter is attached in Original) and are willing to provide/pay for any consumables towards experimental work of the said researcher at NCP Campus (if applicable after discussion with the Supervisor/Co-Supervisor at NCP campus).

Supervisor / Co-Supervisor of Parent Department:

Name: _____ **Designation:** _____
Department: _____ **Signature with Date/Stamp:** _____

Tel No. _____

Fax No. _____

E-mail: _____

COUNTER SIGNATURE
with Name, Designation & Date
of Head/Chairperson of Parent University

OFFICIAL STAMP

For NCP Office Use Only

Name of Applicant: _____ Department: _____ Application No. _____

- (a) Academic Record (As Per Policy): **Acceptable** **Not Acceptable**
- (b) Financial matter is involve: YES NO
- (c) Whether application is fit for further processing as per H.R Policy: YES NO

Signature/Date: JE A&IA: _____ Manager/GM CAAD: _____ Director CAAD: _____

Remarks on Availability of Budget (if required): Funds Available: YES NO

Signature/Date: AM Finance: _____ GM Finance: _____

Recommendation / Approvals by Relevant Department at NCP:

- (a) Application is considered: **Accepted** **Rejected**
- (b) In case of acceptance, **Dr. / Mr. / Ms.** _____ is designated as Supervisor / Co-supervisor of applicant during research work at NCP Campus.

Signature/Date: Supervisor/Co-supervisor: _____ Concerned Director: _____

Approval of DG/Concerned Head of CoE Signature/Date: _____

Director CAAD: _____ GM CAAD: _____

JE A&IA: _____ TORs letter issued on: _____