NATIONAL CENTRE FOR PHYSICS

NCP Hosted Researcher Registration Form

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.

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: ___________________________

Whom you consulted at NCP before submission of registration form:

Name: ___________________________ Department: ___________________________ Date: ___________ YES ☐ NO ☐ CO

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

Checklist of Attached Documents:

1. Attested Copy of Last Degree ☐
2. Updated Brief CV (including list of publications during last three years) ☐
3. Attested Copy of CNIC/Passport ☐
4. Referral Letter from parent Department/University/Organization ☐
5. Three Fresh Passport Size Pictures (Blue or White Background) ☐
6. Police Verification Proforma ☐
7. Security Particulars Proforma ☐

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

(a) Upon acceptance, I shall pay:
   i. **Registration Fee** (Rs. 750/- for Internes, 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 Internes 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).

**Co-Supervisor of Parent Department:**

<table>
<thead>
<tr>
<th>Name: _____________________________</th>
<th>Designation: _____________________________</th>
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</thead>
<tbody>
<tr>
<td>Department: __________________________</td>
<td>Signature/Stamp: __________________________</td>
</tr>
</tbody>
</table>

**COUNTER SIGNATURE/STAMP**

of Head/Chairperson of Parent University

**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 A&IA: _____________________________

Director CAAD: _____________________________

**Remarks on Availability of Budget (if required):**

Funds Available: **YES** ☐ **NO** ☐

**Signature/Date:**

Manager 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 Director General NCP:**

**Signature/Date:** _____________________________

Director CAAD: _____________________________

Manager A&IA: _____________________________

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