

Form Number

# Application Form

**Name of the Applicant**

(In BLOCK LETTERS) \_\_\_\_\_

**Programme Particulars**

Please tick the Programme in which you wish to enroll:

**Bachelor's**

- BE Computer Engineering
- BE Civil Engineering
- BE Information Technology
- BE Software
- BE Electronics & Communication

**Master's**

- ME Computer Engineering
- MSc Computer Science
- Master of Computer Information System (MCIS)



## NCIT

**Nepal College of Information Technology**

(Affiliated to Pokhara University)

Balkumari, Lalitpur, Nepal

Tel: 5186354, 5186358, 5186270

Email: [info@ncit.edu.np](mailto:info@ncit.edu.np)

[www.ncit.edu.np](http://www.ncit.edu.np)

# Applicant's Personal Information

Please Attach  
Your Photo  
Here

**Name**  
(in English)

Given name

Middle name, If any

Family name

**नाम**  
(देवनागरीमा)

नाम

थर

**Date of Birth**

(According to Citizenship)

AD

Day

Month

Year

BS

Day

Month

Year

Place of Birth

  
  

**Gender**

Male

Female

Nationality

Citizenship No

**Permanent Address**

City or Village & Ward No

District

Country

Telephone number/s

Mobile number/s

**Local Address**

(If it's the same as  
your permanent  
address, write 'AS  
ABOVE'.)

City or Village & Ward No

District

Country

Telephone number/s

Mobile number/s

# Parents & Guardian's Information

## Father

Given name/s

Family name

Occupation

City or Village & Ward No

District

Country

Telephone number/s

Mobile number/s

Email

## Mother

Given name/s

Family name

Occupation

City or Village & Ward No

District

Country

Telephone number/s

Mobile number/s

Email

## Local Guardian

Given name/s

Family name

Relationship

City or Village & Ward No

District

Country

Telephone number/s

Mobile number/s

Email

# Educational Background

Qualification Type/Level	Name of the College/Institution	Board or University	Completion Year	Major Subjects	Grade/Percentage
SLC or Equivalent					
10+2 or Equivalent					
Bachelor's or Equivalent					
Any other					

# Choice/s of Programme

## Bachelor's

Choice Option

- BE Computer Engineering
- BE Civil Engineering
- BE Information Technology
- BE Software
- BE Electronics & Communication

Shift

- Morning
- Day

## Master's

Choice Option

- ME Computer Engineering
- MSc Computer Science
- Master of Computer Information System (MCIS)

Shift

- Evening

### Alternative Choice

*In case you are interested in another programme in addition to your first choice, please mention it.*

*Second Choice*

*Third Choice*

Have you been awarded (a) scholarship/s\*?

- Yes
- No

*\*If yes, please give details of the scholarship/s including the basis of the scholarship/s awarded and amount/s.*

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# Awards & ECA

## 1. Rewards and certificates

*Please list all rewards and certificates received.*

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## 2. Mention clubs, organizations, sports and/or extracurricular activities in which you have been involved.

*Please indicate how long you were or have been involved in each and describe your participation.*

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## 3. Have you ever volunteered for any social organization or done community service?

Yes  No

*If yes, please list organizations, indicate how long you were or have been involved in each, and describe your participation.*

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## 4. What are your future plans after college or university and career goals?

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# Additional Information

## 1. Has there been a break during your education due to employment, failure in examinations, change in your educational pathway, or any other reason?

No  Yes

*If yes, please specify:*

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2. Have you ever faced major disciplinary action in any previous school or college?

No  Yes

If yes, please provide specific details:

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3. Do you have any physiological or psychological ailment or health condition or disability of which the College should be aware?

No  Yes

If yes, please provide specific details including medication and side-effects:

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## Financing Your Education

How will your education at NCIT be financed?

Parents  Self

Others, please specify below

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## Sponsorship

Please fill out this section ONLY if you are being sponsored.

Type of Sponsorship  Partial  Full

Organization 

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Sponsoring Authority 

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Contact Person 

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Telephone 

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Contact Address 

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# Referees

Please provide the names and phone numbers of two referees. The first referee should be from your last attended educational institution, preferably a related subject teacher or the Coordinator/Principal. The second referee should be somebody of impeccable social standing who knows you but should not be related to you.

Either or both of the referees may be contacted by NCIT for such background checks as are sometimes necessary/mandatory.

## Details of referees you would like us to contact if required.

<b>Name of the First Referee</b>	<input type="text"/>		
Occupation/ Designation	<input type="text"/>		
Organization	<input type="text"/>		
Contact Address	<input type="text"/>		
<b>Telephone</b>	Office <input type="text"/>	Mobile	<input type="text"/>
<b>Name of the Second Referee</b>	<input type="text"/>		
Occupation/ Designation	<input type="text"/>		
Organization	<input type="text"/>		
Contact Address	<input type="text"/>		
<b>Telephone</b>	Office <input type="text"/>	Mobile	<input type="text"/>

# Miscellaneous

## How did you come to know about NCIT?

<input type="checkbox"/> NCIT student/teacher/staff	<input type="checkbox"/> Friend/s or Acquaintance/s	<input type="checkbox"/> Relatives
<input type="checkbox"/> Website	<input type="checkbox"/> Newspaper	<input type="checkbox"/> Other/s

# Supporting Documents

## Please submit the following Documents along with this Application Form:

1. Certified copies of all relevant academic/professional qualifications, migration, mark-sheets/transcripts, character certificates and your Citizenship Card.
2. Photocopies of the documents related to any rewards, recognitions, special contributions, and identification.
3. Two latest passport size photographs.

# Declaration & Signature

## I wish to be considered for admission to Nepal College of Information Technology – NCIT

- I declare the information supplied in this Application Form and the documentation provided is correct and complete.
- I acknowledge that the provision of false or misleading information may result in the non-acceptance of this Application or immediate expulsion from the College after admission.
- I authorize the College to verify any information provided by me.
- I authorize the College to obtain, where necessary, from any referee or from any other educational institution, evidence of my academic record or character or to seek other supporting evidence with respect to my application.

I hereby agree to abide by all the rules and regulations of NCIT and Pokhara University.

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

Signature \_\_\_\_\_

Name of the Parent or Local Guardian \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## For Official Use

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

Programme \_\_\_\_\_

Shift \_\_\_\_\_

Entrance Test \_\_\_\_\_

*Date*

*Time*

\_\_\_\_\_  
Signature (Admission Officer)

Date \_\_\_\_\_



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