

## Instructions to fill the Online Application Form

1. Name Enter your name (as in Class 10<sup>th</sup>/High School Certificate)
2. Father's Name : Enter your father's full name (as in Class 10<sup>th</sup>/High School Certificate)
3. Address: Enter your present address for correspondence with 6 digit PIN Code
4. Contact Number: Enter your landline number, if any, with the relevant STD Code
5. Mobile Number: Enter your 10 digit mobile number correctly (without pre-fixing zero)
6. E-mail ID: Enter your correct and valid e-mail ID
7. Date of Birth: Enter your date of birth in DD/MM/YYYY format only (as in Class 10<sup>th</sup>/High School Certificate) For eg. If your date of birth is 13<sup>th</sup> August, 1993, fill as 13/08/1993
8. Educational Qualifications:

For 12<sup>th</sup> Class/Senior Secondary

Discipline may include Science/Commerce/Arts and further specification. Eg. Science (Medical), Science (Non-Medical) etc.

For Under Graduate/Graduate/Post Graduate/Higher Studies

Mention the discipline against the course selected. For eg.

| <u>Course</u> | <u>Discipline</u> |
|---------------|-------------------|
| B. Tech       | Civil             |
| B.Tech        | Computers         |
| B.Sc.         | Maths             |
| B.A           | Economics         |

In case the course is not mentioned amongst the list of courses, choose "Others" and enter Discipline against it.

9. Select the Qualification Status: Whether Pursuing or Completed.
  - If already appeared in semester/term exam, then the candidate should mention the next semester as the pursuing semester/term.
10. Enter marks in percentage. It may be noted that the student is required to enter the net/average percentage scored till date. CGPA/Grade shall be converted into equivalent percentage.
11. Area of Interest: Choose only one area of interest.

Note:

- 1) You are eligible to apply for the internship only if you fulfil the eligibility criteria mentioned in the guidelines.
- 2) Internship application will be accepted ONLINE only during 1<sup>st</sup> (00:00 hrs) to 10<sup>th</sup> (23:59 hrs) of every month. No other mode of application will be accepted.
- 3) You are advised to check the details before submission. No correspondence regarding change of details will be entertained.
- 4) You should note Registration Number after submitting the application form for future reference.
- 5) NITI Aayog does not assume any responsibility if you are not being able to submit your application on account of technical reasons or any other reason beyond the control of NITI Aayog.
- 6) You need not send the printout of ONLINE application or any other supporting documents.
- 7) In case of any web related issues, please contact at [nic-niti@gov.in](mailto:nic-niti@gov.in).