



Centre on Integrated Rural Development for Asia and the Pacific
Dhaka

Annex-3

Application Procedure

1. **Role of the CIRCAP Link Ministry:** Nominations must be submitted to training@cirdap.org in the prescribe nomination form by 18th February 2019. You are requested to collect all nominations from relevant organizations and select according to criteria.

2. **Participant's Role:** Participants will filled-in the profile form, and upload with other required documents in CIRDAP website
 2. a **How to fill up the participant profile form and upload required documents:**
 - Click the link <http://cirdap.org/capacity-building/>
 - Click on the programme *Good Governance, 19-28 March 2019, India*
 - Download necessary document namely, medical form

 2. b **The documents have to fill up and upload:**
 - Click '*Apply now*'
 - Filled-in the form
 - Click '*Add file*' and upload necessary documents, namely
 1. A passport-size photograph.
 2. Filled in medical form from registered doctor with seal and signature
 3. Passport copy (*passport must be valid for at least next 6 month from the training date*)

 - After adding all documents, click '*submit*'.
 - A notification box will appear for edit, if needed, after the submission.