



# ROYAL INSTITUTE OF MANAGEMENT

## TRAINEES BIO-DATA FORM

(for internal record & for issue of RIM identity card)

To be filled in by trainee :

Full Name : \_\_\_\_\_  
(as written in citizen identity card)

Short Name : \_\_\_\_\_  
(if required) (example:- M. P. Sharma or K. P. Lodey)

Sex :  Male  Female

Course Name : \_\_\_\_\_

Batch : \_\_\_\_\_

Completion Date : \_\_\_/\_\_\_/\_\_\_

*Enclose 2 recent  
passport size photo-  
graph and a copy of  
citizenship Identity  
card*

Document Attached with this form : (please tick)

- 2 Passport Photographs  
 Photocopy of Citizenship ID Card  
 Others : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

Signature

To be filled in by Center Head :

*I hereby verify that the above trainee is registered in the courses offered by the center. He/She may be kindly issued RIM Identity card.*

Center Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

Signature of Center Head

To be filled in Officer Incharge :

RIM ID Number : \_\_\_\_\_

Issued :  Yes  No

Issued by : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

Signature of Officer Incharge

Received by : Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

*This form must be duly filled and signed before reaching the service provider*