

**GOVERNMENT OF MEGHALAYA**  
**APPLICATION FORM FOR SCHEDULED CASTE/TRIBE CERTIFICATE**  
**UNDER eDISTRICT MMP FOR FC/PFC/CSC etc.**  
(Please use **CAPITAL** letters to fill in the application form)



**A. Application Details**

1. Application for ST-SC Certificate SC  ST
2. Name of the Office to whom application is made:  
\_\_\_\_\_

**B. Applicant Details:**

1. Applicant's Name in Full: \*(Shri/ Smti/Kumari)

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(First Name) (Middle Name) (Last Name)

2. Alias (if any) : \_\_\_\_\_
3. Gender \*:  Male  Female  Others
4. Previous Name (if changed) : \_\_\_\_\_
5. Maiden Name / Birth Name (if any): \_\_\_\_\_
6. Date of Birth \*:        (dd/mm/yyyy)
7. Age \*: \_\_\_\_\_ 8. Place of Birth : \_\_\_\_\_
9. Caste/ Tribe \*: \_\_\_\_\_ 10. Nationality \*: \_\_\_\_\_
11. Religion \*: \_\_\_\_\_
12. Mobile No. \*: \_\_\_\_\_ 13. E-mail : \_\_\_\_\_
14. EPIC No. : \_\_\_\_\_ 15. Aadhaar Number : \_\_\_\_\_
16. Date of Entry to Meghalaya: (dd/mm/yyyy)        (Fill 16 & 17 if applying for SC Certificate)
17. Place resided before entry into Meghalaya: \_\_\_\_\_
18. Whether staying in Rented House?\*  Yes  No 18.b If Yes, Name of the House Owner\* \_\_\_\_\_
19. Present Occupation: \*  Student  Govt. Servant  Non. Govt. Servant  Business  Unemployed  
(If Govt. Servant or non-Govt. Servant) Name of Organization\* \_\_\_\_\_ Designation\* \_\_\_\_\_ Place of Posting\* \_\_\_\_\_

**C. Permanent Address:**

20. State \*: \_\_\_\_\_ 21. District \*: \_\_\_\_\_
22. Village/ Town\*: \_\_\_\_\_ 23. Locality \*: \_\_\_\_\_
24. Sub-Locality : \_\_\_\_\_ 25. Nearest Landmark : \_\_\_\_\_
26. Post Office \*: \_\_\_\_\_ 27. Police Station/ Outpost \*: \_\_\_\_\_

**D. Present Address:** Same as address above  Yes

28. State \*: \_\_\_\_\_ 29. District \*: \_\_\_\_\_
30. Village/ Town\*: \_\_\_\_\_ 31. Locality \*: \_\_\_\_\_
32. Sub-Locality : \_\_\_\_\_ 33. Nearest Landmark : \_\_\_\_\_
34. Post Office \*: \_\_\_\_\_ 35. Police Station/Outpost\*:

**E. Parents/Guardian Details:**

36. Father's Name in Full (Shri/Dr./Lt.):\* \_\_\_\_\_
38. Father's Nationality\*: \_\_\_\_\_
39. The community of Father \*(Tick): SC  ST  General  39.b. Caste/Tribe \_\_\_\_\_
40. Father's Religion \*: \_\_\_\_\_
41. Mother's Name in Full (Smti/Dr./Lt.):\* \_\_\_\_\_
42. Mother's Nationality \*: \_\_\_\_\_
43. The community of Mother\*(Tick): SC  ST  General  43.b. Caste/Tribe \_\_\_\_\_
44. Mother's Religion \*: \_\_\_\_\_
46. Guardian's Name in Full (Shri/Smti/Mr/Mrs/Dr): \_\_\_\_\_
47. Self/Father's /Mother's /Guardian's EPIC No.\*: \_\_\_\_\_

**F. Migration Details:** (If applicable)

47. Have you migrated from another state \*:  Yes  No  
(Fill up below details 48-56 only if you have selected "Yes" in Sl no.47 above)

48. Applicant filling for ST/SC Certificate based on whom : Father  Mother

49. State/UT \*: \_\_\_\_\_ 50. District \*: \_\_\_\_\_

51. Village/Town \*: \_\_\_\_\_ 52. Locality \*: \_\_\_\_\_

53. Caste/Tribe \*: \_\_\_\_\_ 54. Certificate No. \*: \_\_\_\_\_

55. Scheduled Tribe/Caste Issuing Authority \*: \_\_\_\_\_

56. Date of Issuance of Certificate \*:  (dd/mm/yyyy)

**G. Details of Adoptive Parents :** Same Parent's Details as above  : (If applicable)

57. Whether Adopted \*:  Yes  No

(Fill up below details 58-65 only if you have selected "Yes" in sl no 57 above)

58. Father's Name \*: \_\_\_\_\_

59. Mother's Name \*: \_\_\_\_\_

60. State \*: \_\_\_\_\_ 61. District \*: \_\_\_\_\_

62. Village/Town \*: \_\_\_\_\_ 63. Locality \*: \_\_\_\_\_

64. Caste/Tribe \*: \_\_\_\_\_ 65. Religion \*: \_\_\_\_\_

**H. Declaration:**

This is to certify that the information furnished as above are true to the best of my knowledge and belief and the applicant would be liable for prosecution if found otherwise.

Date:

Place:

Signature of the Applicant

1. All columns marked with \* are mandatory fields and must be filled in
2. Please refer the checklist for documents to be enclosed along with application form
3. In case, the applicant is minor, EPIC of father/mother should be submitted
4. The Recommending Officer should give due importance while certifying in the application form and they shall be liable to any action deemed fit by the Government in case of false recommendation.

**For Office Use:** Checks before accepting the application

- 1) All mandatory fields are filled in properly
- 2) Signature of applicant & date of submission is mentioned

Verified & Accepted by:

Date:

\_\_\_\_\_

CSC/PFC Token No:

Signature of Receiving Assistant with Date

**Mandatory Enclosures for-Scheduled Caste/Scheduled Tribe Certificate :**

1. Passport Size Colour photograph.
2. Birth Certificate/SSLC Admit Card
3. Any One of Residential Proof (Ration Card/ Land documents/EPIC/Electricity Bill/Telephone Bill)/Any Government Certificate
4. ST/SC Certificates of Parents, in case applicant is minor
5. If adopted, Adoption documents (Court order/Registered Adoption deed)
6. In case of Migration, ST/SC Certificate from the migrating state
7. Father's /Mother's /Guardian's or Applicant's EPIC is Mandatory

Note :- All enclosures should be self- attested

**GOVERNMENT OF MEGHALAYA**  
**Acknowledgement Receipt from PFC/CSC Operator in eDISTRICT MMP**

Service Applied for: Certificate for Scheduled Caste/Scheduled Tribe

Name of Applicant:

CSC/PFC Token No:

CSC/PFC Location:

Signature of Receiving Person

Date of form submission