

## STEP 3

## How Submit Application Form



FAQ	REQUIRED DETAILS / INFORMATION	*IMPORTANT INSTRUCTIONS	* महत्वाच्या सूचना	
① When can I submit Application Form?	START DATE OF PAYMENT OF FEES	5th August 2024 (FROM 10:00 AM )	*Payment made before 10:00 AM OF 5th August 2024 SHALL BE TREATED AS INVALID.	
	LAST DATE OF SUBMISSION	30th August 2024 FRI (UPTO 06:00 PM)	*Form Submission made after 6:00 PM OF 30th August 2024 SHALL not be accepted .	
② Which documents are required at the time of submission?	<b>Hard copies of following documents are required.</b>		No Form will be accepted without documents mention in c . JALTAP has all rights of acceptance/ rejection of Application Form.	
	a. Application form (all 5 pages). -			C. मध्ये उल्लेख केलेल्या कागदपत्रांशिवाय कोणताही फॉर्म स्वीकारला जाणार नाही. JALTAP कडे अर्ज स्वीकारण्याचे/ नाकारण्याचे सर्व अधिकार आहेत.
	b. Successful Payment Screenshot (Xerox/Print) - 1 Copy			
c. Self-attested ID proof (Valid Aadhar card or Valid Passport or Valid Driving license or valid Pan card or valid Voter ID) (Xerox/Print) - 1 Copy				
③ How I can submit application form by hand?	<b>Submit Hard copies of following documents to Jaltap office</b>		*At the time of submission all required document need to submit. *Form received after 6:30 PM OF 30 th August 2024 WILL NOT BE ACCEPTED .	
	<b>VISIT JALTAP OFFICE AND SUBMIT HARD copies</b>			*सबमिशनच्या वेळी सर्व आवश्यक कागदपत्रे सादर करणे आवश्यक आहे. *30 ऑगस्ट 2024 च्या संध्याकाळी 6:30 नंतर प्राप्त झालेला फॉर्म स्वीकारला जाणार नाही.
	a. Application form (all 5 pages).			
	b. Successful Payment Screenshot (Xerox/Print) - 1 Copy			
c. Self-attested ID proof (Valid Aadhar card or Valid Passport or Valid Driving license or valid Pan card or valid Voter ID) - 1 Copy				
③ How I can submit application form by Courier ?	<b>Send hard copies of following documents by COURIER to JALTAP OFFICE</b>		Form received by courier after 6:30 PM OF 30 th August 2024 WILL NOT BE ACCEPTED .	
				30 ऑगस्ट 2024 रोजी संध्याकाळी 6:30 नंतर कुरियरद्वारे प्राप्त केलेला फॉर्म स्वीकारला जाणार नाही.
	a. Application form (all 5 pages).			
	b. Successful Payment Screenshot (Xerox/Print) - 1 Copy			
c. Self-attested ID proof (Valid Aadhar card or Valid Passport or Valid Driving license or valid Pan card or valid Voter ID) - 1 Copy				
④ What is the address of JALTAP office ?	Japanese Language Teachers Association of Pune (JALTAP) Office address: Flat No 2B, 1st Floor, Ghagre Residency, Survey No.105/30, lane no 2, Bharati Niwas Lane, Karve Road, Pune 411004. Mobile Number +91 7507250660, Landline No. 020 25445678 .		→ Office Timing 10.00 am to 6.00 pm (Office will be closed at 1.30 pm to 2.00 pm). → Office Remain Closed on all sundays, 15 th August 2024 (Thursday) ( Independence Day).	
			→ ऑफिसची वेळ सकाळी 10.00 ते संध्याकाळी 6.00 (ऑफिस दुपारी 1.30 ते 2.00 पर्यंत बंद राहिल). → सर्व रविवार, १५ ऑगस्ट २०२४ (गुरुवार) (स्वातंत्र्य दिन) कार्यालय बंद राहिल.	