

LTT REVIEW CHECKLIST

(To be used by HRO for reviewing Scholarship Application)

Name of candidate: **EID:**

Course applied for:

Checklist for verifying eligibility for LTT (please tick to assure)

- The candidate is a Bhutanese citizen (Section 9.7.3.1).
- The programme is relevant and leads to greater specialization and is aligned to Super Structure and Competency Framework (Section 9.7.3.2).
- The candidate is 45 years of age or below at the time of commencement of LTT (Section 9.7.3.3).
- The proposed LTT is his (1st/2nd/3rd LTT) and does not exceed three in-service LTT (Section 9.7.3.4).
- Verified proposed LTT is not of same level/degree as his/her current qualification (Section 9.7.3.5).
- The candidate meets the training gap requirement as per Schedule 9/A.
- The frequency of training availed by the candidate nominated is rationalised (Section 9.5.2).
- Verified fulfilment of minimum years of service (Sections 9.7.3.7, 9.7.3.8, 9.7.3.9 and 9.7.3.13).
- Candidate has rendered years of service. (9.7.3.12 and 9.7.3.13).
- The candidate has not discontinued a training programme to which previously nominated for reasons within his control (Section 9.7.4.1(b)).
- The candidate has not previously discontinued a programme for reasons beyond his control on medical ground and failed to produce fitness certificate from medical board to apply for
- Verified leave history as per Section 9.7.4.1(f).
- Verified secondment history Section 9.7.4.1(e).

HR Division Decision with rationale:
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The official reviewing this form shall verify the information and ensure that information submitted is accurate.

(Signature)

Name of HR Officer reviewing the nomination

Date:

Note: *Once candidate is shortlisted, HR Division shall seek approved of the HRC, and inform RCSC accordingly*