

**For Post of
Professor and Associate Professor**

RAIGANJ UNIVERSITY

**Application Form
Information Summary Sheet**

1. Advertisement no. with date _____

2. Post Applied for _____ Dept _____

3. Vacancy code of the Post _____

4. Bank draft No. _____, dated _____

Name of the Bank with Branch _____ For Rs. _____

5. Name of the Applicant in full

(a) (BLOCK Letters) (First) (Middle) (Last)

(b) Postal address in full :

(c) Phone/Mobile No. (d)E-mail.....

6. Date of birth (DD/MM/YYYY)/...../..... 7. Whether a citizen of India :

8. Mother tongue:

9. Current position held since.....

10. Teaching/ Research/ Industrial Experience (Most recent first)

Sl.No	Previous Positions held	Employer/Organization	Period/Duration	Position

Use additional sheet, if necessary

11. Category (Please tick)

GEN	<input type="checkbox"/>	SC	<input type="checkbox"/>	ST	<input type="checkbox"/>	OBC-A	<input type="checkbox"/>	OBC-B	<input type="checkbox"/>	PWD/PC	<input type="checkbox"/>
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12. Teaching Experience (in years): UGPG.....

13. Specialization if any

14. Whether Ph.D. is done under the UGC 2009 Regulation (Y/N) ,If yes give details.....

Those who have done Ph.D. outside India, whether a Ph.D. course work was attended (Y/N)

DECLARATION

I, hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. If any information is found to be incorrect at any stage, my application shall be liable to be rejected.

Dated.....

Full Signature of the Applicant

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For Post of Associate Professor & Professor

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To
The Registrar
Raiganj University,
West-Bengal, India.

Sir,
With reference to your advertisement for the above mentioned post. I present myself as an applicant for the same. The requisite particulars and other relevant particulars are given below.

Yours faithfully,

.....
(Signature of the Applicant)

Dated:

1. Name of the Applicant in full _____
(BLOCK Letters) (First) (Middle) (Last)

2. Contact details /Address

(a)Permanent (with nearest Railway Station)

(b) Address for Communication:

ii) Email

iii)Phone (Mobile).....Resi./Office.....

iv)Website/Blog:

3. Date of birth (DD/MM/YYYY) _____ 4.. Sex(please tick) : Male/Female/Third

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5. Nationality by birth _____ At present

6. Mother's or Father's Name, Address and Occupation (if dead, state last address and occupation before death):

7. Marital status: _____, If married, name of the spouse:

8. Applicant's mother tongue _____.

9. What languages (including Indian language) can you read, write or speak?

Read only	Speak only	Read and Speak	Speak and write

10. (a) Academic Records:

Examination passed	Name of the School with Board / Council, College and University	Duration of the Course	Year of Passing	Division /Class/ Grade	% of marks	Subject/ Discipline* Specialization
10th. Standard						
12th. Standard						
B.A./ B.Sc/ B.Com / B.Tech.						
M.A./M.Sc /M.Com / M.Tech						
M.Phil						
Any other						

b) Whether NET/SLET/SET Qualified: _____ If so, give details

(c) Whether acquired/awarded Ph D/D Sc/D Lit Degree: _____

If so, (i) Give details mentioning the Name of the supervisor: _____

(ii) The Title of the Thesis:

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16. ACADEMIC PERFORMANCE INDICATORS

A CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (During the last three years)

S. No.	Courses/Papers Taught	Level	Mode of teaching*	Hours per week allotted (Approx)	% of classes taken (80% & above)* See calculation table	API Score

* NB: Lecture (L), Seminar (S), Tutorial(T), Practical(P), Contact Hours(C)

* NB: CALCULATION OF API SCORE FOR I(i) ABOVE		
API Score		
(a)	Classes Taken (Below 80% performance, no score may be given); For 80% - API Score is 30, and for every 1% higher, one API Score is awarded, subject to a maximum of 50 for 100%	(Max: 50 for 100%)
(b)	Teaching Load in excess of UGC norm (max score:10 which is over and above 50 as under [a])	Max: 10

ii) Reading /Instructional material consulted and additional knowledge resources provided to students

S. No.	Course/Paper	Consulted	Prescribed	Additional Resource provided	API Score
API score based on preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to Students				(Max. API score : 20)	

iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

S. No.	Short Description in terms of (a) to (k) as listed below	API Score
	(a) Updating of Courses/Curriculum Design: 5 per course – Max 10	

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(iii) Books Published as a Single/Joint Author/Editor

API Score – Category 1 Text/Reference Books by International Publisher – 50

Category 2 Text/Reference Books by National/Soc/Univ Publ – 25

Category 3 Subject Books by Other/Local Recognized Publ – 15

S.No	Title with page number	Type of Book/ and Authorship	Publisher & ISBN/ISSN / Categorization	Whether peer-reviewed/Impact	No of Co-authors (To be shared)	Whether you are the main author	API Score

(Score in above A to C be shared in case of multiple authors: 1st author 60%, other 40%)

C) Ongoing and Completed Research Projects and Consultancies

Ongoing Projects/Consultancies API Score for **Projects**–

Cat I: (Sc -Rs 30 lakhs+ ; Non-Sc: Rs 5 lakhs +): 20

Cat II: (Sc -Rs 5 lakhs+ ; Non-Sc: Rs 3 lakhs +): 15

Cat III: (Sc -Rs 0.5 lakhs+ ; Non-Sc: Rs 0.25 lakhs+): 10

Other approved projects of Univ/Other agencies : 5

API Score for **Consultancies**– (Sc -Rs 10 lakhs+ ; Non-Sc: Rs 2 lakhs +): 10

API Score for **Quality Evaluation**– Major Project Eval: 20 Minor Project Eval: 10

API Score for **Project outcome** –

Sc.(Patent/Tech. Transfer/Product/Process): International level: 50, National level: 30

Non Sc. (Major policy doc of Govt. Bodies): Central level : 50, State level: 30

S.No	Title	Agency (Funding, Commissioning and/or Collaborating)	Period	Output/ Impact, i.e. Book/paper/ film/technology /Web-facility/ Program/Process	Grant(s)/ Amount mobilized (so far) in Rs. (Lakhs)	Whether Principal Investigator/ Coinvestigator or Consultant/Quality evaluator	API Score

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d) RESEARCH SUPERVISION

(i) Degree-oriented: API Score – Ph.D. awarded – 10; Ph.D. Submitted – 7; M.Phil. awarded – 3;

S. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M. Phil or equivalent				
Ph.D. or equivalent				

(ii) Non-Degree Products: API Score – Post-Doctoral – 7; National Scholar – 5;
Guidance to Foreign Scholars & Master’s level – 3;

S. No.	Number Enrolled	Thesis/Product/ Document/ Monograph Submitted	Period (in Years/ Semesters)	API Score
Foreign Scholars or Master’s level				
Post-Doctoral				
National				

e) Conference/Seminar/Workshop paper and Training courses

(i) Papers presented in Conferences, Seminars, Workshops, Symposia

API Score – Category 1 International – 10 Category 2 National – 7.5

Category 3 Regional – 5 Category 4 Local – 3

S. No.	Title of the Paper presented	Title of Conference / Seminar	Organised by	Whether International / National/State/Regional/ University/College level	API Score

(ii) Invited Lectures and Chairmanships at National/ International Conference / Seminar etc.

API Score – Category 1 International – 10

Category 2 National – 7.5

Category 3 Regional /State level – 5

Category 4 Univ/Endowment Lect – 3

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S. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc.	Organised by	Whether international /national	API Score

iii) TRAINING RECEIVED: Academic Staff College Orientation / Refresher Courses/ Methodology Workshops/ Training/Teaching-Learning-Evaluation Technology Programmes/Soft-Skill Development Programmes & Faculty Improvement/Dev. Programmes, including Summer and Winter Schools attended: (Maximum-30)

Name of the Course/ Place Duration Sponsoring Agency **API SCORES**
 Programme/Training/ & Instt (Dates) (UGC/ICAR/ICHR/ICSSR/ 2 Week & More: 20/each
 Summer or Winter School Academies/Universities etc) 1 Week: 10/each

SUMMARY OF API SCORES (In Respect of Applicants against Academic Positions)

S. No.	Criteria	Last Academic. Year	Total - API Score for Assessment Period	Annual Av.API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Professional development etc			
	Total I + II			
III	Research and Academic Contribution			

17. Name of three referees with address details to whom the candidate is known:

- (1)
- (2)
- (3)

18. Have you at anytime convicted by a court for any case? If so, give the details.

19. Have you ever been dismissed / removed / asked to retire from service? If yes give details:

20. Documents and attested copies of Certificates/Diploma/Degree, etc.

- (i)(ii) (iii)
(iv) (v)

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.....(vi) (vii)

.....

21. If appointed what notice period you require for joining the post. ? _____

DECLARATION

I, _____, hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. If any information is found to be incorrect at any stage, my application shall be liable to be rejected.

Dated.....

Full signature of the applicant