



ASSAM UNIVERSITY, SILCHAR-788011

(A Central University established by an Act of Parliament)

APPLICATION FORM FOR TEACHING POSTS

(Part – A)

Name of the post applied for.....

Campus:

Silchar	
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 (Please put a tick mark)

Department:

Advt. No.1/2018 Dated 1st January, 2018

PASTE HERE A
SIGNED COPY OF
YOUR RECENT
PAST-PORT SIZE
PHOTOGRAPH

PAYMENT DETAILS			
Name of the Bank	D.D. Number	Date	Amount

A. General Information:

1. Name in Full

(IN BLOCK LETTERS)

2. Father's/Spouse's Name

3. Mother's Name:

4. Date of Birth: Day Month Year

(As recorded in the Matriculation or equivalent certificate)

5. Age (as on the last date fixed for the receipt of application by the University).....years.....months

6. Nationality

7. Religion

8. Marital Status: Married Unmarried Widowed Divorced

9. Sex: Male Female Transgender

10. Do you belong to any reserved category¹ Yes No

If 'Yes' tick at appropriate category SC ST OBC(Creamy) OBC(Non creamy)

11. Whether Physically Challenged ¹: Yes No

If 'Yes' please mention the percentage of disability

12. Permanent Address

.....

PIN CODE Phone No..... Cell No.....

¹ To be supported by appropriate document if yes

Address of Correspondence

Email ID (Mandatory)

B. Educational Qualification:²

Exam Passed	Board/ University	Year of Passing	Marks		% of marks	Class/Div/ Grade	Subjects	Rank/ Distinction (if any)
			Obtained	Out of				
Matriculation(10 th)								
Higher Secondary/ Intermediate(10+2)								
Bechelor's dergree								
Master's Degree								
M.Phil Date of award: DD/MM/YYYY								
Residency Period of M. Phil : From			To					
Ph.D Date of award: DD/MM/YYYY								
Residency Period of Ph.D : From			To					
NET Date of award : DD/MM/YYYY								
SLET/SET Date of award : DD/MM/YYYY								
Any other Degree/ Diploma								
Technical Qualifications (if any)								

Please attach separate sheet if the space is insufficient for this column

M.Phil Full Time Part Time NA

Title of the Dissertation: _____

Ph.D Full Time Part Time NA

Title of the Thesis: _____

(Ph.D Course work Marksheet/Certificate to be enclosed)

C. Area of specialization:

² To be supported by copies of appropriate documents.

D. Teaching/Administrative/Technical/Research Experience¹

Designation	Name of the organization	Scale of Pay		Nature of Appointment	Period of Service		
		PB	GP		From	To	Duration (in months)

Please attach separate sheet if the space is insufficient for this column

E. Whether Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) calculated and attached with the application form as Part B: Yes No

(Not applicable for the post of Assistant Professor)

F. Total number of publications

Books	Research/Policy Papers

G. Details to be mentioned about the contribution that the applicant has made towards educational innovation, design of new curricula and courses and technology-mediated teaching learning process (if any):

H. Experience of Ph.D Guidance of the applicant:

Name of the Scholar	Title of the Ph.D thesis	Status of Ph.D (ongoing/awarded)	Year of award (if awarded)	Department and University/institution

Please attach separate sheet if the space is insufficient for this column

State whether you have been at any time (a) dismissed, removed or debarred from Service or (b) convicted by a Criminal Court. (Please tick **Yes** **No**

I hereby declare that all entries made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incomplete or incorrect, my candidature/appointment is liable to be cancelled/terminated.

Signature of the Applicant

Place

Date

(The endorsement below is to be signed and forwarded by the Head of the Department /Employer in case of the candidates whether in permanent or temporary capacity failing which the application is liable to be rejected.)

ENDORSEMENT OF THE EMPLOYER

Ref No

Date.....

The applicant..... (name) is holding the post of in this College/University/Institution/Department in a permanent/temporary/substantive basis since(date). His/Her present pay is Rs.....in the pay structure of Rs.....with AGP/GP of Rs..... and he/she is drawing salary of Rs..... per month. His/Her next date of increment is

We have no objection to his/her application being considered.

Name and Signature of the Employer/Forwarding Officer

(With office Seal)

(Part-B)

Category I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

[Score as per the activities carried in (Year)]

Before filling the score in the category I, II & III, please read the University Grants Commission's Notification No.F.1-2/2016(PS/Amendment)-dated 11th July, 2016 (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016

Category I	Nature of activity	Actual hours spent per Academic year	Maximum Score	Actual Score (to be filled by the candidate)	Awarded Score (On verification by the Screening Committee)
I a.	Direct teaching				
	Lectures				
	Tutorials				
	Practicals				
	Project Supervision				
	Field Work				
	Sub-total I a.				
I b.	Examination duties				
	Question Paper Setting				
	Invigilation				
	Evaluation of Answer Scripts				
	Practical Examiner(Internal/External)				
	Moderation				
	Scrutiny				
Sub-total I b.					

I c.	Innovative Teaching learning				
	Developing new methodologies				
	Updating of subject contents/courses				
	Mentoring				
	Any Other				
	Sub-Total I c.				
	Grand Total in Category I (Sub-total I a. + Sub-total I b. + Sub-total I c.)				

I certify that the above claim made by me is correct to the best of my knowledge.

(Signature of the candidate)

Name:

Designation:

Department:

Institution:

Dated:

Certification by the Head of the Department (HOD)/Principal of the Institute

This is to certify that the above information/claim submitted by Prof./Dr./Mr./Ms. _____ is correct to the best of my knowledge

(Signature of the HOD/Principal with stamp)

Name:

Designation:

Organization/Institution/University

Dated:

- Note:** (i) The maximum score that can be claimed under category I a. for Assistant Professor, Associate Professor and Professor are 70, 60 and 60 respectively.
- (ii) The maximum score that can be claimed under category I b. for Assistant Professor, Associate Professor and Professor are 20, 20 and 10 respectively.
- (iii) The maximum score that can be claimed under category I c. for Assistant Professor, Associate Professor and Professor are 10, 15 and 20 respectively.
- (iv) The formula for calculating the actual score to be claimed under category I a. for Assistant Professor, Associate Professor and Professor are $\left(\frac{\text{Sub - total I a.}}{7.5}\right)$, $\left(\frac{\text{Sub - total I a.}}{7.75}\right)$ and $\left(\frac{\text{Sub - total I a.}}{7.75}\right)$ respectively.
- (v) The formula for calculating the actual score to be claimed under category I b. for Assistant Professor, Associate Professor and Professor is the same, i.e., $\left(\frac{\text{Sub - total I b.}}{10}\right)$.
- (vi) The formula for calculating the actual score to be claimed under category I c. for Assistant Professor, Associate Professor and Professor is the same, i.e., $\left(\frac{\text{Sub - total I c.}}{10}\right)$.
- (vii) Evidence of assigning of the duties are to be provided wherever applicable.

Category II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

[Score as per the activities carried in (Year)]

Category	Nature of activity	Actual hours spent per Academic year	Actual Score (to be filled by the candidate)	Awarded Score (On verification by the Screening Committee)	
II a.	Student related co-curricular, extension and field based activities				
	(i) Discipline related co-curricular activities	Remedial Classes/Coaching			
		Career Counselling			
		Study Visit			
		Student Seminar			
		Subject related Quiz, Debate, etc.			
		Any Other			
	(ii) Other co-curricular activities	Sports			
		NSS			
		NCC			
		Any Other			
	(iii) Extension activities	Public/popular lecture/ talks			
		Seminar talks			
		Any Other			
	Sub-Total II a. (Max API. Score 15)				

Category	Nature of activity	Actual hours spent per Academic year	Actual Score (to be filled by the candidate)	Awarded Score (On verification by the Screening Committee)	
II b.	Contribution to cooperate life and management of the department/institution				
	(i) Administrative Responsibility	Dean			
		Head of the Department			
		Chairman/Convenor/member of committees notified by the department/institution			
		Teacher-in-Charge			
		Any Other (Duties that require office hours)			
	(ii) Participation in	Board of Studies			
		Academic Committees			
		Administrative Committees			
	Sub-Total II b. (Max. API. Score 15)				
II c.	Professional Development Activities				
	Participation in seminar/conference				
	Short term training courses				
	Industrial visits				
	Academic Talks in media				
	Lectures delivered in Refresher courses/Orientation Programs/ Faculty Development programs and workshops				
	Dissemination and general articles				
	Any Other Contribution				
Sub-Total II c. (Max. API. Score 15)					

Total Score in Category II (Actual Score in II a. + Actual Score in II b. + Actual Score in II c.)

By the Candidate	By Screening Committee

I certify that the above claim made by me is correct to the best of my knowledge.

(Signature of the candidate)

Name:

Designation:

Dated:

Institution:

Certification by the Head of the Department (HOD)/Principal of the Institute

This is to certify that the above information/claim submitted by Prof./Dr./Mr./Ms. _____ is correct to the best of my knowledge

(Signature of the HOD/Principal with stamp)

Name:

Dated:

Designation:

Organization/Institution/University.....

Note:

1. The actual scores to be claimed under category II a., II b. and II c. are $\left(\frac{\text{Sub - total II a.}}{10}\right)$, $\left(\frac{\text{Sub - total II b.}}{10}\right)$ and $\left(\frac{\text{Sub - total II c.}}{10}\right)$ respectively. The formula is same for all positions viz., Assistant Professor, Associate Professor and Professor.
2. Evidence of assignment of the duties are to be provided wherever applicable..
3. In most sub-categories, the total score of a teacher may exceed the maximum score permitted against the relevant sub-total. In that case, the maximum score permitted will be credited.

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

III (A) (i) Publication in refereed Journals as notified by UGC¹

Sl. No.	Title with page nos.	Journal	ISSN / ISBN No.	Whether peer reviewed, impact factor, if any	Year of publication	No. of Co-authors	Whether you are the main author ²	API Score ³ (to be filled by the candidate)	API Score awarded by the screening committee
								TOTAL	TOTAL

(Candidate can add rows if necessary)

¹ This consists of journals notified in the UGC website on 11.1.2017 or any subsequent list. The university shall identify the journal subject-wise and forward it for recommendation by the UGC for approval. The list of such journals shall be available in the university web-site as well.

² The API for joint publications will have to be calculated in the following manner: of the total score for the relevant category of publication by the concerned teacher, the first/principal author and the corresponding author/supervisor/mentor of the teacher would share equally 70% of the total points and the remaining 30% would be share equally by all other authors.

³ Marks awarded per paper shall be 25 for single author. Wherever relevant to any specific discipline, the API score for a paper in a refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points.

III (A) (ii) Publication in other reputed Journals as notified by UGC

Sl. No.	Title with page nos.	Journal	ISSN / ISBN No.	Whether peer reviewed impact factor, if any	Year of publication	No. of Co-authors	Whether you are the main author	API Score ⁴ (to be filled by the candidate)	API Score awarded by the screening committee
								TOTAL	TOTAL

(Candidate can add rows if necessary)

Sub total of III (A) = Total of III (A) (i) + Total of III (A) (ii)

By the Candidate	By Screening Committee

⁴ Marks awarded per paper shall be 10 for single author. For joint publication the distribution shall be same as in footnote 2 earlier.

III (B) (i) Text/Reference books published by **International Publisher**:

Sl. No.	Title of the Book	ISSN / ISBN No.	Publisher	Year of publication	No. of Co-authors	Whether you are the main author	API Score ⁵ (to be filled by the candidate)	API Score awarded by the screening committee
							TOTAL	TOTAL

(Candidate can add rows if necessary)

III (B) (ii) Subject books published by **national-level publishers** or **central/state govt publications**

Sl. No.	Title of the book	ISSN / ISBN No.	Publisher	Year of publication	No. of Co-authors	Whether you are the main author	API Score ⁶ (to be filled by the candidate)	API Score awarded by the screening committee
							TOTAL	TOTAL

(Candidate can add rows if necessary)

⁵ Marks awarded per book shall be 30 for single author. For joint publication the distribution shall be same as in footnote 2 provided earlier.

⁶ Marks awarded per book shall be 20 for single author. For joint publication the distribution shall be same as in footnote 2 provided earlier.

III (B) (iii) Subject books published by **local publisher**

Sl. No.	Title of the book	ISSN / ISBN No.	Publisher	Year of publication	No. of Co-authors	Whether you are the main author	API Score ⁷ (to be filled by the candidate)	API Score awarded by the screening committee
							TOTAL	TOTAL

(Candidate can add rows if necessary)

III (B) (iv) Chapter in books published by **national and international level publishers**

Sl. No.	Title of the chapter with page nos.	Book Title and year of publication	ISSN / ISBN No.	Publisher	No. of Co-authors	Whether you are the main author	API Score ⁸ (to be filled by the candidate)	API Score awarded by the screening committee
							TOTAL	TOTAL

(Candidate can add rows if necessary)

⁷ Marks awarded per book shall be 15 for single author. For joint publication the distribution shall be same as in footnote 2 provided earlier.

⁸ Marks awarded per chapter shall be 10 per chapter for international publication and 5 per chapter for national publication for single author. For joint publication the distribution shall be same as in footnote 2 provided earlier.

Sub total of III (B) = Total of III (B) (i) + Total of III (B) (ii) + Total of III (B) (iii) + Total of III (B) (iv)

By the Candidate	By Screening Committee

III. (C) Research Projects

III. (C) (i) Sponsored Projects

Sl. No.	Title of the project	Funding Agency	Period		Grant Amount Mobilised (Rs. in Lakh)	API Score ⁹ (to be filled by the candidate)	API Score awarded by the screening committee
			From	To			
						TOTAL	TOTAL

⁹ For faculty members of Science/Engineering/Agriculture/Medical/Veterinary Sciences major project grant for above Rs. 30 lakhs shall be awarded 20 marks per project, between Rs. 5 lakhs to Rs. 30 lakhs shall be awarded 15 marks per project and minor projects between Rs. 1 lakh to Rs. 5 lakhs shall be awarded 10 marks per project. For faculty members of Languages/Humanities/Arts/Social Sciences/Library/Physical Education/Management major project grant for above Rs. 5 lakhs shall be awarded 20 marks per project, between Rs. 3 lakhs to Rs. 5 lakhs shall be awarded 15 marks per project and minor projects between Rs. 1 lakh to Rs. 3 lakhs shall be awarded 10 marks per project.

III. (C) (ii) Consultancy Projects

Sl. No.	Title	Agency for which consultancy was provided	Description of the consultancy including duration	Grant Amount Mobilised (Rs. In Lakh)	API Score¹⁰ (to be filled by the candidate)	API Score awarded by the screening committee
					TOTAL	TOTAL

(Candidate can add rows if necessary)

¹⁰ For faculty members of Science/Engineering/Agriculture/Medical/Veterinary Sciences 10 marks shall provided for every Rs. 10 lakh earned through consultancy. For faculty members of Languages/Humanities/Arts/Social Sciences/Library/Physical Education/Management 10 marks shall provided for every Rs. 10 lakh earned through consultancy.

III. (C) (iii) Projects Outcome/Outputs

Sl. No.	Title of the project outcome	Details of the patent/technology transfer/product/process or major policy document prepared	API Score ¹¹ (to be filled by the candidate)	API Score awarded by the screening committee
			TOTAL	TOTAL

(Candidate can add rows if necessary)

Sub total of III (C) = Total of III (C) (i) + Total of III (C) (ii) + Total of III (C) (iii)

By the Candidate	By Screening Committee

¹¹ For faculty members of Science/Engineering/Agriculture/Medical/Veterinary Sciences 30 marks shall provided for patent/technology transfer/product/process for international level and 20 for each national level output/outcome.
For faculty members of Languages/Humanities/Arts/Social Sciences/Library/Physical Education/Management 30 marks shall provided for preparing major policy document of international bodies like WHO/UNO/UNESCO/UNICEF etc. 20, 10 and 5 marks shall provided for preparing major policy document prepared for Central Government, State Government and Local bodies.

III (D) Research Guidance

Sl. No.	Number Enrolled	Thesis Submitted (Number)	Degree Awarded (Number)	API Score ¹² (to be filled by the candidate)	API Score awarded by the screening committee
	M. Phil or equivalent				
	Ph.D. or equivalent				
				TOTAL	TOTAL

Sub total of III (D)

By the Candidate	By Screening Committee

¹² For M.Phil degree awarded API score shall be 5 per student, no marks shall awarded for M.Phil submitted. For Ph.D degree awarded API score shall be 15 per student and 10 marks shall awarded for each Ph.D submitted

III (E) Fellowships, Awards and Invited Lectures delivered in Conference/Seminars

III (E) (i) Fellowships and Awards

Sl. No.	Name of the Fellowship/Award	Conferring Body/Association	Date of award	Level of the award/fellowship (International, national, state, university)	API Score¹³ (to be filled by the candidate)	API Score awarded by the screening committee
					TOTAL	TOTAL

(Candidate can add rows if necessary)

¹³ For international award/fellowship, API score allowed shall be 15; 10 for national award/fellowship and 5 for state/university level award/fellowship.

III (E) (ii) Invited Lectures/papers presented in Conferences, Seminars, Workshops and Symposia

Sl. No.	Title of the invited lecture/paper presented	Title of Conference / Seminar etc.	Date	Organised by	Whether international / national/ state/ University level	API Score ¹⁴ (to be filled by the candidate)	API Score awarded by the screening committee
	Maximum score permitted in this sub-category shall be restricted to 20% of the minimum fixed for Category III for the assessment period of the candidate					TOTAL	TOTAL

(Candidate can add rows if necessary)

Sub total of III (E) = Total of III (E) (i) + Total of III (E) (ii)

By the Candidate	By Screening Committee

¹⁴ For international conference/seminar API score allowed shall be 7 per lecture and 5 per paper presented. For national conference/seminar API score allowed shall be 5 per lecture and 3 per paper presented and for state/university level conference/seminar API score allowed shall be 3 per lecture and 2 per paper presented.

III (F) Development of e-learning delivery process/material

Sl. No.	Title of the delivery process / material	Level for which Content was prepared	Institute for which content was prepared	Electronic media in which the e-learning material is available	API Score ¹⁵ (to be filled by the candidate)	API Score awarded by the screening committee
					TOTAL	TOTAL

(Candidate can add rows if necessary)

Sub total of III (F)

By the Candidate	By Screening Committee

¹⁵ The awarded API score shall be 10 per module.

Total of Category III = Sub total of III (A) + Sub total of III (B) + Sub total of III (C)
+ Sub total of III (D) + Sub total of III (E) + Sub total of III (F)

By the Candidate	By Screening Committee

(IV) SUMMARY OF API SCORES

	Criteria	Last Academic Year	Total – API Score necessary for the Assessment Period	API Score (to be filled by the candidate)	API Score awarded by the screening committee
I	Teaching, Learning and Evaluation related activities				
II	Professional development and Extension Activities				
III	Research and Academic Contributions				
Total API score under II and III					

(Self assessment Scores are subject to verification by the University and by the Screening Cum Evaluation Committee / Selection Committee as the case may be).

PART C: OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

Sl. No.	Details (Mention Year, value etc. where relevant)

LIST OF ENCLOSURES: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

I certify that the information provided is correct as per records available with University/institute and / or documents enclosed along with the duly filled proforma.

Place:

Date:

(Signature of the Candidate)