



# MAHATMA GANDHI CENTRAL UNIVERSITY

(Established by an Act of Parliament)

## Application Form for Professor and Associate Professor

<b>Post applied for</b> :									
<b>Name of the Department</b> :									
<b>Name of the School</b> :									
<b>If applying for more than one post, give details</b> :									
<b>(For office use only)</b>							<i>Paste your recent passport size photograph here and sign across the photo so that part of signature should be on form</i>		
<b>Eligible:</b> ..... (Yes / No)									
If not Eligible, reason thereof: .....									
.....									
<b>(Signatures of Screening Committee Members)</b>									
<b>Details of Fee Payment</b> <small>(Demand Draft of Rs.1000/- only for General and OBC category candidates in favour of Mahatma Gandhi Central University Bihar (MGCUB) payable at Motihari, District – East Champaran, Bihar. The SC/ST/PWD/Female candidates are exempted from paying the application fees)</small>									
Draft Number		Date of Issue		Amount		Name of the Bank and Issuing Branch		Name of the Bank on which Drawn	
1	<b>Name (In Capital Letters)</b>	<b>First Name</b>			<b>Middle Name</b>		<b>Surname</b>		
2	<b>Date of birth</b>	<b>Day</b>	<b>Month</b>	<b>Year</b>	<b>Age as on last date of advertisement</b>	<b>Years</b>	<b>Months</b>		
3	<b>Place of birth</b>	<b>City/Village</b>			<b>State</b>		<b>Country</b>		
4	<b>Mother's Name</b>								
5	<b>Father's Name</b>								
6	<b>Address</b>	<b>Correspondence</b>				<b>Permanent</b>			
		C/o				C/o			
		City:				City:			
		District:				District:			
		State:				State:			
		Pin Code:				Pin Code:			
		Mobile:				Mobile:			
		Email:				Email:			

7	<b>Nationality</b>			
8	<b>Sex</b>	Male/ Female/Transgender: _____		
9	<b>Community/ Category</b> <b>(Please strike out whichever options are not applicable)</b>	SC/ST/OBC/Other categories give details: _____ Sl. No. of proof enclosed: _____		
10	<b>Marital status</b>	Married/Unmarried/Divorced: _____ If married, name of spouse _____		
11	<b>If differently abled, indicate the relevant particulars</b>	<b>Yes/ No</b>	<b>Percentage of disability</b>	<b>Sl. No. of proof of enclosure</b>
a.	Blindness or low vision:			
b.	Hearing impairment:			
c.	Locomotor disability or cerebral palsy (includes all cases of Orthopedically handicapped)			

## 12. Educational Qualifications *(Attach additional pages, if required)*

	<b>Name of course</b>	<b>Name of the Board/ University</b>	<b>Year passed</b>	<b>Division</b>	<b>CGPA (if grading is applicable)</b>	<b>% of Marks (pl. indicate equivalent to CGPA also)</b>	<b>Subjects studied</b>	<b>Sl. No. of proof of enclosure</b>
	<i>(a)</i>	<i>(b)</i>	<i>(c)</i>	<i>(d)</i>	<i>(e)</i>	<i>(f)</i>	<i>(g)</i>	<i>(h)</i>
	10th Class / equivalent							
	10+2/Higher Secondary/ equivalent							
	Bachelor's degree							
	Master's degree							
	M. Phil.			Title:				
	Ph. D./D.Phil.	Date of Award:		Title:				
	JRF/NET/SLET/SET for lectureship, if any	<b>Subject</b>			<b>Roll No.</b>		<b>Year</b>	<b>Sl. No. of Proof of enclosure</b>
	Any other exams passed							

### 13. Chronological list of Experience (starting from current position/ employment)

Designation	Scale of pay & present Basic & AGP	Name & address of employer	Period of Experience			Nature of work/ duties	Sl. No. of proof of enclosure
			From	To	No. of Years/ Months (As on date of advertisement)		
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)

\* (Add separate sheet if required, to be annexed at relevant Sl. No.)

### 14. Nature of Experience

	No. of Years	No. of Months	Sl. No. of proof of enclosure
<b>a) Teaching</b>			
i) Under-Graduate level			
ii) Post-Graduate level			
<b>b) Post-Doctoral experience</b>			
<b>c) Other experience, if any</b>			
<b>Total Experience</b>			

\* (Add separate sheet if required, to be annexed at relevant Sl. No.)

### 15. Details of Post-Doctoral Experience

Agency	Host Institution	From	To	Duration	Sl. No. of proof of enclosure
Total experience: _____ Years _____ Months					

\* (Add separate sheet if required, to be annexed at relevant Sl. No.)

### 16. Academic Distinctions

Name of the Academic Course/ Body	Academic distinction obtained	Sl. No. of proof of enclosure

\* (Add separate sheet if required, to be annexed at relevant Sl. No.)

### 17. Names and complete postal addresses of 3 Referees

*(The referee should be the last employers of the candidate or any other person having know-how of candidate's experience/ knowledge and should not be related to the applicant)*

	Referee - 1	Referee - 2	Referee - 3
Name & Complete postal address:			
Email:			
Phone (Landline) with STD code:			
Mobile:			
Fax:			

### 18. CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Category	Nature of Activity	Actual hours spent per academic year	API Score (Actual hours spent per academic year divided by 10)	Sl. No. of proof of enclosure
<b>(a) Student related co-curricular, extension and field based activities</b>				
(i)	Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.)			
(ii)	Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)			
(iii)	Extension and dissemination activities (public/popular lectures/talks/seminars etc.)			
<b>(b) Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities</b>				
(i)	Administrative responsibility (including as Dean/ Principal/Chairperson/Convener/Teacher-in-charge/ similar other duties that require regular office hrs for its discharge)			
(ii)	Participation in Board of Studies, Academic and Administrative Committees			
(c)	<b>Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher/faculty development courses, dissemination and general articles and any other contribution)</b>			

### 19. CATEGORY III: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

#### (A) (i) Published Papers in Refereed Journals

Sl. No.	Title with Page Nos.	Journal	ISSN No.	Impact factor	Whether Peer reviewed	No. of co-authors	Whether you are the first or corresponding author	API Score	Sl. No. of proof of enclosure

**(A) (ii) Published Papers in Other Reputed Journals**

Sl. No.	Title with Page Nos.	Journal	ISSN No.	Impact factor	Whether Peer reviewed	No. of co-authors	Whether you are the first or corresponding author	API Score	Sl. No. of proof of enclosure

**(B) Publications other than Journal articles (books, chapters in books etc.)**

**(i) Text/Reference Books published by International Publishers, with ISBN number**

Sl. No.	Title with Page Nos.	Book Title, editor & publisher	ISBN No.	Whether Peer reviewed	No. of co-authors	Whether you are the first or corresponding author	API Score	Sl. No. of proof of enclosure

**(B) (ii) Subject Books published by National level publishers, with ISBN/ISSN number or State/Central Government Publications**

Sl. No.	Title with Page Nos.	Details of Conference Publication	ISBN No.	No. of co-authors	Whether you are the first author	API Score	Sl. No. of proof of enclosure

**(B) (iii) Subject Books published by other local publishers, with ISBN number**

Sl. No.	Title with Page Nos.	Type of Book & Authorship	Publisher & ISBN No.	Whether Peer reviewed	No. of co-authors	Whether you are the first author	API Score	Sl. No. of proof of enclosure

**(B) (iv) Chapters in Books, published by National and International level publishers, with ISBN number**

Sl. No.	Title with Page Nos.	Type of Book & Authorship	Publisher & ISBN No.	Whether Peer reviewed	No. of co-authors	Whether you are the first author	API Score	Sl. No. of proof of enclosure

**(C) Ongoing and Completed Research Projects and Consultancies:**

**(C) (i & ii) Ongoing Projects/Consultancies**

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. Lakh)	API Score	Sl. No. of proof of enclosure

**(C) (iii) Project Outcome/Outputs**

Sl. No.	Whether policy document/ patent/technology transfer/product/process	Title	Agency	Whether International/ National/Central Government/State Govt./Local bodies	API Score	Sl. No. of proof of enclosure

**(D) Research Guidance:**

Sl. No.	Number Enrolled	Thesis Submitted	Degree Awarded	API Score	Sl. No. of proof of enclosure
M.Phil. or equivalent					
Ph.D. or equivalent					

**(E) (i) Fellowships/Awards from Academic Bodies/Associations**

Sl. No.	Name of the Award	Academic body/Association	Whether International/National/State/ University level	API Score	Sl. No. of proof of enclosure

**(E) (ii) Invited Lectures/Papers**

Sl. No.	Title of Lecture/ Academic Session	Title of Conference/ Seminar etc.	Organized by	Whether International/National/ State/University level	API Score	Sl. No. of proof of enclosure

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

Sl. No.	Title of Module	Recognized by/Submitted at/Delivered at	API Score	Sl. No. of proof of enclosure

20. Whether Editor or Member of Editorial Board of any Referred Journal (please furnish details):

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21. Have you ever been punished during your studies at College/University? (Yes/No) :

22. Have you ever been punished during your service or convicted by a court of law? (Yes/No) :

23. Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? (Yes/No) :

24. Do you have any case pending against you in any court of law? (Yes/No) :

25. Experience of Administrative work, if any (please furnish details) :

Capacity	Nature of work	Duration in years

26. Any other information/qualification relevant to the post applied for:

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27. Brief statement on your philosophy about teaching:

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## 28. Declaration

I, \_\_\_\_\_ son/daughter of \_\_\_\_\_ hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information found false or incorrect or ineligibility being detected before or after the Selection Committee and Executive Council Meetings, my candidature/appointment may be cancelled by the University.

I have never been convicted or contemplated for any unlawful activity.

Signature of the Applicant

\_\_\_\_\_  
\*Name as signed (in BLOCK LETTER)

Date: \_\_\_\_\_

*\*Application not signed by the candidate is liable to be rejected*

## 29. Endorsement by the EMPLOYER (for In-Service Applicants)

- In case of in-service candidates in Government/Semi-Government organizations/Public Sector Undertakings/Autonomous Organizations, the endorsement form must be signed by the employer.
- In case of in-service candidates from Private Sector, acceptance of resignation and relieving letter from the employer must be submitted at the time of joining.

**Forwarded to the OSD (Administration), Mahatma Gandhi Central University, Motihari, District - East Champaran, Bihar (INDIA).**

The applicant Dr/Mr./Mrs/Ms. \_\_\_\_\_ who has submitted this application for the post of \_\_\_\_\_ in the Mahatma Gandhi Central University, has been in employment \_\_\_\_\_ in a temporary/contract/permanent capacity with effect from \_\_\_\_\_ in the Scale of Pay of Rs. \_\_\_\_\_. He/She is drawing a basic pay of Rs. \_\_\_\_\_. His/Her next increment is due on \_\_\_\_\_

Further, it is certified that no disciplinary/vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application being considered by the Mahatma Gandhi Central University, and in the event of selection, he/she will be relieved to join Mahatma Gandhi Central University, as per rules.

Signature of the forwarding officer

Name : \_\_\_\_\_

Designation: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_



**30. Please tick the enclosures attached:**

Sl.	Check List	Sl. No. of enclosure	No. of Sheets
1.	Matric/Secondary/High School (10 <sup>th</sup> Class) Marks Sheet		
2.	Matric/Secondary/High School (10 <sup>th</sup> Class) Certificate		
3.	Sr. Secondary/Intermediate (12 <sup>th</sup> Class) Marks Sheet		
4.	Sr. Secondary/Intermediate (12 <sup>th</sup> Class) High School Certificate		
5.	Bachelor's Degree Final Year Marks Sheet		
6.	Bachelors' Degree		
7.	Master's Degree Final Year Marks Sheet		
8.	Master's Degree		
9.	M. Phil. Degree Mark Sheet		
10.	M. Phil. Degree		
11.	Ph.D./D.Phil. Degree		
12.	D.Litt., D.Sc., L.L.D. Degree		
13.	JRF/NET/SET/SLET Certificate		
14.	Caste Certificate issued by the Competent Authority		
15.	Experience Certificate(s) from previous employer(s)		
16.	Endorsement from the present employer		
17.	DD for the application fees (in original)		
18.	Any other		

Total number of sheets enclosed \_\_\_\_\_ (please give sequential number to each sheet and signature with date).