



# Vidyasagar University

## Application Form

(For the post of Assistant Professor/ Associate Professor/ Professor)

Self attested  
Recent  
passport size  
photograph  
of the  
candidate

1. Post Applied for ..... Dept.....
2. Advertisement no. with Date.....
3. Bank Draft enclosed for : Rs. \_\_\_\_\_ No /Nos \_\_\_\_\_ Date \_\_\_\_\_

(To be made in favour of “**Vidyasagar University**” payable at **Midnapore** )

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

5. Date of birth (DD/MM/YYYY) .....

6. Nationality .....

7. Current Position held .....Since.....

8. Contact details Address

(a) Permanent.....

.....  
.....

(b) Address for Communication

.....  
.....  
.....

(ii) E-mail .....

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

9. Sex (Please tick) Male / Female / Other (Please specify) .....

|                               |     |    |    |       |       |    |          |                         |
|-------------------------------|-----|----|----|-------|-------|----|----------|-------------------------|
| 10. Category<br>(Please tick) | GEN | SC | ST | OBC-A | OBC-B | EC | Minority | Differently<br>abled/PC |
|                               |     |    |    |       |       |    |          |                         |

11. Father’s Name / Mother’s Maiden Name .....

12. Applicant's mother tongue .....

13. Other languages the applicant can speak/write/read fluently:

.....

14. Academic Records (starting from 10<sup>th</sup> standard)

| Examination / Degree | Board / Council / University / other examining body | Duration of the course | Year of passing | Division / Class with % of marks | Subjects / Discipline * |
|----------------------|---|------------------------|-----------------|----------------------------------|-------------------------|
|                      |   |                        |                 |                                  |                         |
|                      |   |                        |                 |                                  |                         |
|                      |   |                        |                 |                                  |                         |
|                      |   |                        |                 |                                  |                         |

\* State the name of the degree (such as B .A/B. Sc/B. Tech, M. A/M. Sc/M.Tech etc.), Honours / major subject in case of graduation and subject/discipline and area of specialization in case of post-graduation and for higher degrees obtained

15. Whether Qualified at **NET/SLET** etc. and the year in which qualified:

16. Research degree awarded (Ph.D./D.Sc./D.Litt. etc.) :

| Degree               | Title of Research | University | Duration of Programme | Degree obtained / Thesis submitted in the Year |
|----------------------|-------------------|------------|-----------------------|--|
| M. Phil/<br>M. Tech. |                   |            |                       |  |
| Ph.D.                |                   |            |                       |  |
| D.Sc./ D.Lit.        |                   |            |                       |  |

17. Whether Ph.D. is done under the UGC 2009 Regulation (Y/N):

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

18. Research Experience:

I. Topic of research:

II. Place of research:

III. Number of years:

19. Teaching experience:

(a) Under-graduate Level: College/Univ./Institute/No. of Years/Pass/Hons.:

(b) Post-graduate Level: Name of the Univ./Institute.

20. Administrative/Professional Experience: (State briefly the nature of work with number of years):

21. Employment records:

| Name of the Employer | Post held | Duration |    | Scale of Pay | Present Basic Pay (with AGP) | Remarks, in any, indicating reason for leaving any post |
|----------------------|-----------|----------|----|--------------|------------------------------|---|
|                      |           | From     | To |              |                              |   |
|                      |           |          |    |              |                              |   |
|                      |           |          |    |              |                              |   |
|                      |           |          |    |              |                              |   |
|                      |           |          |    |              |                              |   |
|                      |           |          |    |              |                              |   |
|                      |           |          |    |              |                              |   |

22. **Research Activity** (documents to be produced)

a) Prestigious Honours and Awards received with name of awarding agency/Government and year

.....

.....

.....

.....

(Should be recognized by the international agencies or the departments/ agencies of national/state governments; documents to be attached)

b) Post Doctoral Fellowship of at least two months duration received and availed of:

| Name of the Fellowship | Funding Agency/Institute | Host Institution | Period |
|------------------------|--------------------------|------------------|--------|
|                        |                          |                  |        |
|                        |                          |                  |        |
|                        |                          |                  |        |
|                        |                          |                  |        |

c) Research projects carried out/ongoing funded by government funding agencies/industries or organization of National and International repute (state whether Principal or Co Investigator)

| Title of the Project | Funding Agency/Institute | Period | Completed/ongoing | Amount |
|----------------------|--------------------------|--------|-------------------|--------|
|                      |                          |        |                   |        |
|                      |                          |        |                   |        |
|                      |                          |        |                   |        |

(Use additional sheet if necessary)

d) Consultancy projects carried out/ongoing (state whether Principal or Co Consultant)

| Title of the Project | Funding Agency/Institute | Period | Completed/ongoing | Amount |
|----------------------|--------------------------|--------|-------------------|--------|
|                      |                          |        |                   |        |
|                      |                          |        |                   |        |
|                      |                          |        |                   |        |

(Use additional sheet if necessary.)

e) Number and details of Patents/Technology Transfer:

.....

.....

(List details with year in an additional sheet; documents to be attached)

f) Number of Policy documents for Government Bodies at Central & State level

.....

( list details with year in an additional sheet; documents to be attached)

g) Research Supervision:

- Number of Ph.D. thesis awarded

Sole Supervision.....Joint Supervision.....

(Details of name of student, title of thesis, year etc. should be given in an additional sheet)

Number of Ph.D. thesis *submitted*

Sole Supervision.....Joint Supervision .....

(Details of name of student, title of thesis, year etc. should be given in an additional sheet)

h) Training Courses/ Workshop/Refresher Course attended/organized

| Title of the Course | Nature of the Course (Workshop/ Refreshers) | Sponsoring/ Funding Agency | Duration of the Course (State also whether attended or) | Host / Organizing Institute |
|---------------------|---|----------------------------|---|-----------------------------|
|                     |   |                            |   |                             |
|                     |   |                            |   |                             |
|                     |   |                            |   |                             |
|                     |   |                            |   |                             |

i) Number of Papers presented in conferences/seminar etc. (by self or by Co-authors)

- International .....
- National/State level.....

(NB: 1. list details with title of the paper, year and host institution in an additional sheet

2. If a paper presented in a conference/seminar is published in the form of Proceedings or Edited Volume, it should be listed only under Publications below.)

j) Number of Invited lectures (including Refresher Courses, Training Courses, Orientation Programme)

- International .....
- National/State level..... (list details with title of the paper, year and host institution in an additional sheet)

k) Evidence of serving on academic bodies within own institution or outside

| Academic Body | Institution | Position/Nature of assignment | Period/years |
|---------------|-------------|-------------------------------|--------------|
|               |             |                               |              |
|               |             |                               |              |
|               |             |                               |              |

23. Publications (details of all publications should be listed in additional sheets with copies of first/ title page, otherwise no credit shall be given to the numbers stated below)

a) Journal Publications:

(i) Number of papers in Refereed Journal:

- Sole author.....
- Co-authored: Two/more Co - authored papers .....

(ii) Number of papers in recognized and reputed Journals

- Sole author.....
- Co-authored: Two/more Co-authored papers.....

b) Books/Monographs

(i) Number of Monographs published by International Publishers with an established peer review system

- Sole author.....
- Co-authored: (state number of Co-authors)  
.....  
..

(ii) Number of Monographs published by national level Publishers with ISBN/ISSN numbers

- Sole author.....
- Co-authored: (state number of Co-authors) .....

- (iii) Number of Reference Books/Textbooks published by International Publishers with an established peer review system
  - Sole author.....
  - Co-authored (state number of Co-authors) .....
- (c) Number of Reference Books/Textbooks published by national level Publishers with ISBN/ISSN numbers
  - Sole author.....
  - Co-authored (state number of Co-authors) .....
- (d) Number of Chapters contributed in Edited Volumes published by
  - (i) International publishers:
    - Sole author.....
    - Co-authored: Two/more Co-authored papers.....
  - (ii) National level publishers:
    - Sole author.....
    - Co-authored: Two/more Co-authored papers.....
- (e) Number of Translation work (for Social Sciences/Humanities/Arts) State whether book length or a short piece of work
  - Sole author.....
  - Co-authored (state number of Co-authors) .....
- (f) Number of Annotated Editing of Texts/Literary works published by publishers with ISSN/ISBN numbers (for Social Sciences/Humanities/Arts)
  - Sole author.....
  - Co-authored (state number of Co-authors) .....
- (g) Number of Editing of Volumes published by publishers with ISSN/ISBN numbers
  - Sole author.....
  - Co-authored (state number of Co-authors) .....
- (h) Number of Full paper in Conference Proceedings
  - Sole author.....
  - Co-authored (state number of Co-authors) .....

24. Particulars of extracurricular activities, if any :

25. Name and contact details of two referees

| Name | Position | Institutional Affiliation | Address and others<br>Contact details |
|------|----------|---------------------------|---------------------------------------|
|      |          |                           |                                       |
|      |          |                           |                                       |

26. Expected Salary (if selected) :

27. Additional Remarks (such as member of the Editorial Board of reputed Journals), if any:

## Declaration

I declare that the entries made in this form are true to the best of my knowledge and belief.

Date.....

Place..... Signature of the Applicant

N.B. (i) *Papers and documents submitted with the application will not be returned.*

(ii) *Separate sheet(s) must be attached wherever applicable and necessary.*

(iii) *One original and seven photocopies of the duly filled-in application forms are to be submitted. All enclosures including self-attested copies of testimonials are to be submitted along with the first copy .*

(iv) *Canvassing in any mode will cancel the candidature.*



# VIDYASAGAR UNIVERSITY

MIDNAPORE – 721102

## DECLARATION / UNDERTAKING

I, Mr./Ms./ Dr. / Prof. ...., an applicant for the post of ..... at Vidyasagar University, do hereby undertake on this the .....(day), of .....(month), ..... (year), the following :

1. I, hereby, declare that, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.
2. I, hereby, undertake to present the original documents immediately upon demand by the concerned authorities of the University.
3. I, hereby, promise to abide by the admissible rules and regulations, concerning discipline, attendance, etc. of Vidyasagar University, as in force from time to time and subsequent changes / modifications / amendment made thereto. I acknowledge that, the University has the authority for taking punitive actions against me for violation and / or non-compliance of the same.
4. Any litigation, criminal proceedings or legal actions are not pending upon me.

**Date:**

**Signature of the Applicant**

## Appendix -I

### Performance Based Appraisal System (PBAS)

(Please see 'Guidelines for computing API score' available in the VU website)

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

| Sl No. | Nature of Activity  | Maximum API Score   | Actual hours spent per academic year | API Score (Actual hours spent per academic year ÷ 10) |
|--------|---|---|--------------------------------------|---|
| A      | Student related co-curricular, extension and field based activities.  | 15  |                                      |   |
|        | (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      | Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.   | 15  |                                      |   |
|        | 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      | 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) | 15  |                                      |   |
|        |   |   |                                      |   |
|        |   |   |                                      |   |
|        | <b>Total Score</b>  | <b>45</b>   |                                      |   |

Minimum API Score (50 per Assessment period Assistant professor, Associate and 100

**CATEGORY-III: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTION**

**A) Published papers in journals :**

| Sl. No | Title of the paper | Journal With Vol. , Page No, date/year of publication* | ISSN No. | Whether peer reviewed/ Indexed / Impact factor, if any | No. of Co - authors | Whether You are first author / corresponding author | API Score of the paper | API Score Obtained |
|--------|--------------------|--|----------|--|---------------------|---|------------------------|--------------------|
|        |                    |  |          |  |                     |   |                        |                    |
| Total  |                    |  |          |  |                     |   |                        |                    |

**\* Only UGC enlisted Journals will be considered for computing API Score**

**B i) Books published as Author or as Editor**

| Sl. No | Title of the book | Publisher with page no. , date/ year of publication | ISSN / ISBN No. | Whether peer reviewed | National/International/ State level Publication | No. of co authors | Whether You are main author | API Score of the book | API Score Obtained |
|--------|-------------------|---|-----------------|-----------------------|---|-------------------|-----------------------------|-----------------------|--------------------|
|        |                   |   |                 |                       |   |                   |                             |                       |                    |
| Total  |                   |   |                 |                       |   |                   |                             |                       |                    |

**B ii) Articles/ Chapters published in Books:**

| Sl. No. | Title of the article and (book) | Publisher, & with page No, date / year of publication | ISSN / ISBN | National /International / State level publication | Whether Peer reviewed | No. Of Co authors | Whether you are the main author | API Score for the articles | API Score obtained |
|---------|---------------------------------|---|-------------|---|-----------------------|-------------------|---------------------------------|----------------------------|--------------------|
|         |                                 |   |             |   |                       |                   |                                 |                            |                    |
| Total:  |                                 |   |             |   |                       |                   |                                 |                            |                    |

**C i) Research Projects**

| Sl. No. | Title | Agency | Period | Grant/Amount Mobilized (Rs. lakh) | PI / Co- PI | API score | API score obtained |
|---------|-------|--------|--------|-----------------------------------|-------------|-----------|--------------------|
|         |       |        |        |                                   |             |           |                    |
| Total:  |       |        |        |                                   |             |           |                    |

**ii) Consultancies**

| Sl. No.       | Title | Agency | Period | Grant/Amount mobilized (Rs. lakh) | Consultant / Co-Consultant | API score | API score obtained |
|---------------|-------|--------|--------|-----------------------------------|----------------------------|-----------|--------------------|
|               |       |        |        |                                   |                            |           |                    |
|               |       |        |        |                                   |                            |           |                    |
| <b>Total:</b> |       |        |        |                                   |                            |           |                    |

**C) iii) Projects Outcome / Outputs**

| Sl No.        | Patent / Technology transfer / Product / Process Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies | Title | National / International | Period | API Score |
|---------------|---|-------|--------------------------|--------|-----------|
|               |   |       |                          |        |           |
|               |   |       |                          |        |           |
| <b>Total:</b> |   |       |                          |        |           |

**D) Research Guidance**

| Level of guidance | Number enrolled | Thesis Submitted * | Degree Awarded* | API score |
|-------------------|-----------------|--------------------|-----------------|-----------|
| M. Phil           |                 |                    |                 |           |
| Ph. D             |                 |                    |                 |           |
| <b>Total:</b>     |                 |                    |                 |           |

\*Please mention year of submission or award

E (i) Fellowships / Awards

| Sl. No. | Title of the Award | Award Name with date/year | Awarding Organization/Agency | Whether International/National/State/ University level | API score |
|---------|--------------------|---------------------------|------------------------------|--|-----------|
|         |                    |                           |                              |  |           |
| Total:  |                    |                           |                              |  |           |

E (ii) Invited lectures / Papers presented in Conferences, Seminars, Workshops, and Symposia.

| Sl. No.  | Title of the Lecture / Paper Presented | Title of the Conference/Seminar with date/year | Organized by | Whether International/National/State/University level | API score |
|--|--|--|--------------|---|-----------|
|  |  |  |              |   |           |
| Total:   |  |  |              |   |           |
| The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period |  |  |              |   |           |

(F) Development of e-Learning delivery process/material

| Sl. No. | Title | Module with date/year | Name of the Organization | API score |
|---------|-------|-----------------------|--------------------------|-----------|
|         |       |                       |                          |           |
| Total:  |       |                       |                          |           |

**SUMMARY OF API SCORES:**

|               | Category   | Last Academic Year | Total API Score for the Entire Assessment period | Annual Average API Score for the Assessment period |
|---------------|--|--------------------|--|--|
| <b>II</b>     | Professional development, co-curricular and extension activities |                    |  |  |
| <b>III</b>    | Research and Academic Contribution                               |                    |  |  |
| <b>II+III</b> | Minimum total API Score under Category II and Category III       |                    |  |  |

**Note: 1. supporting documents to be enclosed for the API score claimed for each of the cases**

**2. API Scores are to be computed as mentioned in guidelines.**

Signature of the Candidate with date