



Central University of Tibetan Studies

(Deemed to be University)

केन्द्रीय तिब्बती अध्ययन विश्वविद्यालय

(मान्य विश्वविद्यालय)

Sarnath, Varanasi-221007

सारनाथ, वाराणसी-221007

APPLICATION FORM FOR ASSOCIATE PROFESSOR AND PROFESSOR

(Please fill up separate form for each post)

Advt. No. _____	D.D. No. _____	Affix here a Passport size Photograph and Sign across
Post Code _____	Rupees _____ Dated _____	
Post applied for _____	Issuing Bank _____	
Department _____		

SECTION – A: GENERAL INFORMATION:

- Full Name in block letters. Dr/Mr/Ms _____
- Date of Birth _____ (In words) _____
- Sex: (Male/Female) _____
- Father's/Husband's Name _____
- Mailing Address _____
_____ Pin Code _____
Tel. No. _____ Mobile No. _____ E-mail _____
- Permanent Address _____
_____ Pin Code _____
- Marital Status _____
- Nationality _____
- Sate of Domicile _____
- Category: Gen/SC/ST/OBC/PwD _____
(If belonging to SC/ST/OBC/PwD etc. attach certificate)
- NET cleared/appeared _____ Year _____

(2)

12. Are you willing to accept the minimum initial pay in the grade? If not, state reasons for claiming higher starting pay.

13. If selected for appointment, what notice period would you require for joining the post?

14. Names, Addresses, and contact phone numbers of two Referees:

(i) _____ (ii) _____

Note:- Recommendations from two Referees, not related to the applicant, who are scholars closely acquainted with the applicant's academic training, accomplishments and capabilities, should preferably be obtained in sealed envelopes and attached with the application.

(4)

SECTION D: ACADEMIC PERFORMANCE INDICATORS (API)

Minimum API Score Required for Direct Recruitment of Professor	Minimum Essential Qualification and Consolidated API Score of 400 points from category II & III (cumulative)
Minimum API Score Required for Direct Recruitment of Associate Professor	Minimum Essential Qualification and Consolidated API Score of 300 points from Category II & III (cumulative)

CATEGORY 1: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category	Nature of Activity	Professor				
		Max Score	Actual Score	Score to be filled by candidate	Enclosure	Score Verified by Screening Committee
1	a) Lecture :- Classroom teaching (Including Lectures in excess of UGC norms)	45	Actual hours spent per academic year ÷10			
	b) Examination duties (Question paper setting, Invigilation, evaluation of answer scripts) as per allotment	10	Actual hours spent per academic year ÷10			
	c) Innovative Teaching-learning methodologies, updating of subjects contents	15	Actual hours spent per academic year ÷10			
	d) Students Feedback (Students who have put in at least 70% attendance per course are eligible to give feedback)	10	Outstanding 10 Very Good 8 Good 6 Average 4 Below Average 0			

CATEGORY II: Professional Development, Co-Curricular and Extension Activities

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category II	Nature of Activity	Post Applying for	Maximum API Score	Actual Score	Score to be filled by the candidate	Enclosure nos.	Score Verified by Screening Committee
a.	<p>Student related co-curricular, extension and field based activities.</p> <p>(i) Discipline related co-curricular activities (e.g. field work, study visit, student seminar, career counselling and other events.)</p> <p>(ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)</p> <p>(iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)</p> <p>(iv) Research Works (Editing, Restoration, Translation, Transcription)</p>	Professor & Associate Professor	15	Actual hours spent per academic year ÷ 10			
b.	<p>Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.</p> <p>i). Administrative responsibility (including as Dean / Principal / Chairperson /Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge)</p> <p>ii). Participation in Board of Studies, Academic and Administrative Committees</p>		15	Actual hours spent per academic year ÷ 10			
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	Actual hours spent per academic year ÷ 10			

Category: III. Research and Academic Contributions

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Sl. No.	APIs	Faculties of Languages Arts / Humanities/ Social Sciences/Library/ Physical education Management	Max. points for University and College teacher *	Score to be filled by Candidates and Enclosure Nos.	Score Verified by Screening Committee
III (A)	Research Papers Published in:	Refereed Journals as notified by the UGC	15 per Publication		
		Other Reputed Journals as notified by the UGC	10 per publication.		
III (B)	Publications other than journal articles (books, chapters in books	Text/Reference Books, by International Publishers as notified by the UGC	30 per Book for Single Author		
		Subject Books by National level publishers as identified by the UGC or State/Central Govt. Publications.	20 per Book for Single Author		
		Subject Books by Other local publishers as identified by the UGC.	15 per Book for Single Author		
		Chapters in Books published by National and International level publishers as identified by UGC.	International –10 per Chapter National – 5 per Chapter		
III (C)	RESEARCH PROJECTS				
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5 lakhs	20 per Project		
		Major Projects with grants above Rs. 3 lakhs upto Rs. 5 lakhs	15 per each Project		
		Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakh)	10 per Project		
III (C) (ii)	Consultancy Projects	Amount mobilized with minimum of Rs.2 lakhs	10 per every Rs.10 lakhs and Rs.2 lakhs respectively		
III (C) (iii)	Projects Outcome/ Outputs	Major Policy document of Central/State Govt. Bodies prepared	30 for each International / 20 for each national level output or patent. Major policy document.		

III (D)	RESEARCH GUIDANCE			
III (D) (i)	M.Phil	Degree awarded	5 per Candidate	
III (D) (ii)	Ph.D.	Degree awarded	15 per candidate	
		Thesis submitted	10 per candidate	
III (E)	Fellowship, Awards and Invited lectures delivered in conferences/seminars			
III (E) (i)		International Award / Fellowship	15 per Award/15 per Fellowship	
		National Award/Fellowship	10 per Award/10 per Fellowship	
		State/University level Award	5 per award	
III (E) (ii)	Invited lectures/ paper	International	7 per lecture/ 5 per paper presented	
		National level	5 per lecture/ 3 per paper presented	
		State/ University level	3 per lecture/ 2 per paper presented	
		The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period		
III (F)	Development of e-learning delivery process/ material		10 per module	

* Wherever relevant to any specific discipline, the API score for paper in 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. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

DECLARATION

I hereby declare that the information given by me in the Application is true, complete and correct to the best of my knowledge and belief and that nothing has been concealed or distorted thereof. If at any stage, I am found to have concealed/distorted any information or given any false statement, my application/appointment shall liable to be summarily rejected/terminated without notice or compensation.

Date: _____

Place: _____

(Signature of the Applicant)

FORWARDING LETTER FROM PRESENT EMPLOYER OF THE APPLICANT

Forwarded with the remarks that Dr./Mr./Ms. _____ is working in this organization in the capacity as _____ from _____ to _____ and the institution/ organization has no objection to the candidature of the applicant being considered for the post applied for as above.

Place: _____

Date: _____

Fax: _____

E-mail: _____

Signature of Head of the Institution

Name: _____

Designation: _____

Address: _____

(Rubber Stamp)