

# FORMAT OF APPLICATION FOR THE POST OF

VICE CHANCELLOR OF: \_\_\_\_\_

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Passport Size  
Photo

(Applicant is requested to type the information in the following format and can add more lines in the format wherever required.)

## 1. General Information of Applicant

|                                  |                                    |
|----------------------------------|------------------------------------|
| <b>Name (in capital letters)</b> |                                    |
| <b>Date of Birth (DD/MM/YY)</b>  |                                    |
| <b>Correspondence Address</b>    |                                    |
| <b>Phone No.</b>                 | <b>Mobile:</b><br><b>Landline:</b> |
| <b>Email</b>                     |                                    |

## 2. Present Position

|           |   |  |
|-----------|---|--|
| <b>a.</b> | <b>Designation</b>                              |  |
| <b>b.</b> | <b>Organization</b>                             |  |
| <b>c.</b> | <b>Pay Scale</b>                                |  |
| <b>d.</b> | <b>Date of Appointment to the present Post</b>  |  |
| <b>e.</b> | <b>Total Experience (In Years &amp; Months)</b> |  |

## 3. Details of Experience Possessed as per eligibility criteria:

(10 years' Professorship or equivalent as per UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for Maintenance of Standards in Higher Education 2010 and subsequent modifications)

| Sr.No. | Post Held | Pay Scale | Organization | Nature of Duties | Experience (in Years & Months) |
|--------|-----------|-----------|--------------|------------------|--------------------------------|
|        |           |           |              |                  |                                |
|        |           |           |              |                  |                                |

**4. Educational Qualification (In chronological order from latest to Graduation Level)**

| S.No | Qualification | University | Year | Subject(s) / Topic(s) | % Achieved | Distinctions etc. |
|------|---------------|------------|------|-----------------------|------------|-------------------|
|      |               |            |      |                       |            |                   |

**5. Administrative Experience/Post(s) & Responsibilities held**

| S. No. | Post                                    | Organization/ University | Duration    |           | Experience (In Years and Months) |
|--------|---|--------------------------|-------------|-----------|----------------------------------|
|        |   |                          | From (Date) | To (Date) |                                  |
| 1.     | Head of the Department                  |                          |             |           |                                  |
| 2.     | Chairman, Board of Studies              |                          |             |           |                                  |
| 3.     | Member, Board of Studies                |                          |             |           |                                  |
| 4.     | Dean of Faculty                         |                          |             |           |                                  |
| 5.     | Member of Academic Council              |                          |             |           |                                  |
| 6.     | Member of Executive Council             |                          |             |           |                                  |
| 7.     | Member of Professional/ Academic Bodies |                          |             |           |                                  |
| 8.     | Others (Specify)                        |                          |             |           |                                  |

**6. (a) Academic/Teaching Experience & responsibilities (In chronological order from latest to oldest)**

| S. No. | Post | Organization/ University | Duration    |           | Experience (In Years and Months) |
|--------|------|--------------------------|-------------|-----------|----------------------------------|
|        |      |                          | From (Date) | To (Date) |                                  |
|        |      |                          |             |           |                                  |

**(b) Participation and contribution in relevant areas in higher education**

|                    | Organization | Area of Specialisation |
|--------------------|--------------|------------------------|
| Visiting Professor |              |                        |

|                  |  |  |
|------------------|--|--|
| Resource Person  |  |  |
| Others (Specify) |  |  |

**(c) Involvement with formulation of academic programmes:**

| S.No. | Nomenclature of Innovative Academic Programmes formulated | Date of approval of Academic Council | Year of Introduction |
|-------|---|--------------------------------------|----------------------|
|       |   |                                      |                      |

**(d) Important MoUs formulated for academic collaborations:**

| S.No. | MoUs Formulated | Name of Agencies/Departments involved | Year of MoU |
|-------|-----------------|---------------------------------------|-------------|
|       |                 |                                       |             |

**(e) Position of Chairs:**

| S.No. | Name of Chair | Name of Agencies/Departments involved | Period of holding the Chair |
|-------|---------------|---------------------------------------|-----------------------------|
|       |               |                                       |                             |

**7. International academic Exposure, if any**

| S.No | Post/ Assignment | Organization/ University | Area of Assignment | Duration |    |                   |
|------|------------------|--------------------------|--------------------|----------|----|-------------------|
|      |                  |                          |                    | From     | To | In years & Months |
|      |                  |                          |                    |          |    |                   |

**8. Scholarly achievements:**

**A. Contribution to Journals and Books:**

|   | Details |
|---|---------|
| <b>Books authored</b>                             |         |
| <b>Editor in Chief</b>                            |         |
| <b>Editorships</b>                                |         |
| <b>Peer reviewer for</b>                          |         |
| <b>Member of the International Advisory Board</b> |         |
| <b>Others (Specify)</b>                           |         |

**B. Publications:**

B.I Kindly provide list of scholarly publications in recognised professional and/or academic journals:

Total Publications: .....

| S.No. | Date | Title | Name of Journal | Refereed Journal or not | Number of Citations (where possible) |
|-------|------|-------|-----------------|-------------------------|--------------------------------------|
|       |      |       |                 |                         |                                      |

B.II List of articles in popular magazines or newspapers

Total Articles: .....

| S.No. | Date | Title | Name of Magazine/ Newspaper |
|-------|------|-------|-----------------------------|
|       |      |       |                             |

C. Participation and scholarly presentations in conferences:

C.I National

| S.No. | Date | Title of Conference or Institution | Title/Subject of presentation (if made) |
|-------|------|------------------------------------|---|
|       |      |                                    |   |

C.II International

| S.No. | Date | Title of Conference or Institution | Title/Subject of presentation (if made) |
|-------|------|------------------------------------|---|
|       |      |                                    |   |

D. Participation and contribution in National/International Forum in area of your academic and professional expertise

|                                       |               | Number(s) |
|---------------------------------------|---------------|-----------|
| <b>Plenary Lectures/Invited Talks</b> | International |           |
|                                       | National      |           |
| <b>Conferences attended</b>           | International |           |
|                                       | National      |           |
| <b>Examinership etc.</b>              | International |           |
|                                       | National      |           |
| <b>Others (Specify)</b>               | International |           |
|                                       | National      |           |

9. Research Projects:

| S.No. | Client/Organization's Name | Nature of Project | Duration of Project | Amount of grant (Rupees) |
|-------|----------------------------|-------------------|---------------------|--------------------------|
|       |                            |                   |                     |                          |

**10. Consulting experience:**

List key consulting assignments undertaken:

| S.No. | Client/Organization's Name | Nature of Assignment | Duration of assignment |
|-------|----------------------------|----------------------|------------------------|
|       |                            |                      |                        |

**11. Honours/Awards & Fellowships for Outstanding Work:**

| S.No. | Name of Award/<br>Fellowship etc. | Elected/Honorary<br>Fellow | Awarded by | Year of Award |
|-------|-----------------------------------|----------------------------|------------|---------------|
|       |                                   |                            |            |               |

**12. No. of Research Scholars successfully guided:**

| Name of Programme | Awarded (No.) (Under –progress not to be included) |
|-------------------|--|
|                   |  |

**13. Strengths ( in 100 words)**

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**14. Your Vision for the University (upto 500 words)**

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|--|
|  |
|--|

**15. Details of Referees, if any**

| S.No | Name of Referee | Post Held by Referee | Email | Phone No. | Mobile |
|------|-----------------|----------------------|-------|-----------|--------|
|      |                 |                      |       |           |        |

I, hereby, declare that all the statements/ particulars made/furnished in this application are true, complete and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application/candidature is liable to be summarily rejected at any stage and if I am already appointed, my services are liable to be terminated without any notice from the post of Vice-Chancellor as per Act/ Statutes etc. and other applicable rules.

Place:

Date:

**(Signature of the Applicant)**

Note: The No. of Pages (A-4 Size) of the application should not exceed 10 pages. No additional books/material be given.