COLLEGE OF VOCATIONAL STUDIES
UNIVERSITY OF DELHI
SHEIKH SARAI, PHASE-II, NEW DELHI-110017

APPLICATION FORM FOR ASSISTANT PROFESSOR / LIBRARIAN

> Please paste duly attested passport size photograph here.

Post applied for_____

Advertisement No. / Date _____

Details of Fee: Amount_____ Draft / IPO No. _____ Date_____

        Name of the Bank /Post Office _____

SECTION A: GENERAL

1. (i) Name in full (In Block Letters) ....

(ii) Father's/Spouse's Name ....

2. Date of Birth .... Age (as on date) .... Years .... Months ....

3. Nationality .... Male/Female .... Marital Status ....
_____

4. (a) Post held at the time of sending the application, date of appointment:

        (Whether permanent,on probation Or temporary)
        ....

        ....

        (b) Name of Present Employer
        ....
_____

5. Do you belong to Schedule Caste/Schedule Triibe/OBC/Persons with Disability(pwD)(VH or OH)
   (If yes, please attach Certificate)
....

6. (a) Address for correspondence ....
        ....
        ....
        ....
        Tel. No (with STD Code) .... Mobile No ....

        E-mail ....

(b) Permanent Address ....
        ....
        ....

7. (a) Present Basic Pay, Grade Pay and Allowances (give details) ....
        ....
        ....
(b) Age of retirement of the post presently held ....

8. Minimum basic pay, grade pay acceptable (per month) ` ....

SECTION B: ACADEMIC QUALIFICATIONS, RESEARCH AND TEACHING EXPERIENCES:

9. Academic Qualifications: (Starting from Bachelor's Degree):

Examination	Year	Main Subject	Division/Grade	Marks (Aggregate & Percentage)	School/College attended	University	Points as per DU Notification* (see note 8)
Bachelor's Degree							
Master's Degree							
M.Phil.							
Ph.D	Year	Date of Registration		Thesis Title	Date of submission of Thesis		
Other Distinctions							
					Total 9		

10. (a) Whether qualified UGC/CSIR-NET/SLET/SET: Yes ☐ No ☐
   (If yes, give detail and attach a copy of certificate) ....

   (b) Whether qualified NET with JRF: Yes ☐ No ☐
   (If yes, give detail and attach a copy of certificate) ....

   Total 10

11. (a) Teaching Experience at recognized University and/or College:

S. No.	Name of the University/ College/ Institution	Designation and Scale of Pay	Nature of Appointment: (Ad hoc/ Temporary/ Permanent)	Classes Taught		Period		Points
				Under-Graduate	Post-Graduate	From	To	
Total Teaching experience: Yr......... M......... Days.........				Total				

(b) Post-Doctoral Research Experience as Research Associate, Research Scientist or equivalent positions

S. No.	Name of the University/College/ Institution	Post held/ Designation	Period of Employment From To	Last basic pay drawn grade	Nature of duties	Points
				Total		

* To be filled by the applicant

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(c) Provide a complete list of publications with full bibliographic detail, ISSN/ISBN number and impact factor of journals, if available (Books authored/edited, chapter in books, research papers in journals, conference proceedings or book review or popular article in relevant area)

Research Publications (for Colleges). Maximum 25 points			First and/ or corresponding or sole author/ editor (Points)	Co-author/ Co-editor (Points)
	Publication Category	Publication Type	First and/ or corresponding or sole author/ editor (Points)	Co-author/ Co-editor (Points)
1.	Research paper/ Review article/ Conference proceeding	Recognized and Reputed refereed Journal with ISBN/ISSN numbers		
		Conference proceedings as full length papers, etc. (Abstracts not to be included in related area/subject)		
2.	Book Authored	Subject Books (in related area/subject) by International/National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.		
3.	Books Edited	Edited Books/Journals (in related area/ subject) by International/National level publishers/State and Central Govt. Publications with ISBN/ ISSN numbers		
4.	Chapter(s) in books	Chapters in books (in related area/subject) published by International/National level publishers with ISBN/ ISSN numbers (Chapter(s) in self-edited book should not be considered).		
5.	Books/ Articles translated and published	Books/Articles translated and published by International/National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers		
6.	Book review/ popular article/ Newspaper article (in related area subject)	Book review/ popular article in newsletter of learned bodies/societies/ Newspaper article (all in related area/ subject)		
	Total			
	Total (9+10+11a+11b+11c)			

(d) Provide details of research projects undertaken (if any) ....
....
(e) Administrative experience (if any) ....
....
....

12. Basic Computer Literacy and Awareness:
....

13. (a) Academic awards/medals and distinctions:
....
....

(b) Membership/Fellowship of Learned bodies / societies:

....

....

(c) Literary, cultural or other activities (e.g: attainment in sports etc.) in which the applicant is interested and distinctions obtained:

....

....

(d) Other activities/Responsibilities (not covered above):

....

....

14. (a) Has there been any break in your academic career? If so, give details.

(b) Have you been punished debarred or punished for adopting unfair means in any examination by the Institutions/College/ Board or University? If so, please specify.

(c) Have you at any time convicted by a court for any criminal offence? If so, give name of the court, case number and offence.

(d) Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? If yes, please furnish details. .

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

16. Names, Addresses, Phone Numbers and E-mail ID's of three referees who . are familiar with the applicant's academic work:

1 ....

....

2 ....

....

3 ....

....

Declaration:

I declare that the statements made in the application are true to the best of my knowledge and belief.

Date ....   Signature of the applicant

(For the candidates already employed)

Forwarded with the remarks that the facts stated in the above application have been verified and found correct and this Institution/Organization has no objection to the candidature of the applicant being considered for the post applied for.

Designation ....   Signature

Address ....   (Head of the Institution/Organization with Seal)

....

LIST OF ENCLOSURE

1. List of Publications   4. X/XII class certificate indicating date of birth
2. NET certificate   5. Any other relevant documents
3. Education Certificates in ascending order from Graduation to Ph.D.   6. Demand Draft

Note:

1. Self-attested photo-copies of Certificates, Mark-Sheets, Testimonials, etc. should be attached with the application and the originals must be produced at the time of interview and at the time of joining, if selected.

2. The applications shall be shortlisted by a screening committee as per the University guidelines to be called for interview before the selection committee.

3. Except where otherwise indicated, applicant appearing for interview shall do at their own expense.

4. Applicants who are in employment should send their applications through proper channel.

5. On the recommendation of the Screening Committee, any eligible candidate may be called for interview by the College, even if he/she may not have applied for the post within the stipulated time.

6. Separate Application is required for each post applied for.

    (i) In case of "Result Awaited" for NET examination,. the candidate must inform the result as and when it is declared, failing which it will be presumed that the candidate has not qualified the same which make him/her ineligible for the post of Assistant Professor.

    (ii) In case of thesis submitted by a candidate for the Ph.D., the candidate must inform about the award of the Ph.D.

7. Fee for each application is Rs. 250/- for General/OBC candidates and Rs. 100/- for SC/ST/PwD candidates in the form of a Demand Draft drawn in favour of the Principal, College Of Vocational Studies, New Delhi, Pay at New Delhi

8. Guidelines for appointment to the post of Assistant Professor in the Colleges

Academic Qualifications for Colleges-Maximum 55 points			
S. No.	Examination	Category I (= 60%)	Category ii (=50% but < 60%)
1.	Under- Graduate	12	9
2.	Post-Graduate	16	12 (55% eligible)
3.	M.Phil.	10*	
4.	Ph.D.	17*	
5.	NET/NET-JRF	-7/10	

• A maximum of 17 points shall be awarded for qualifications at Sr. No. 3 & 4 taken together.

• In case of Integrated course/programme, the points shall be awarded for both the degrees covered under the course/programme as per the entitlement above

Please see overleaf

	Publication Category	Publication Type	First and/ or corresponding or sole author/ editor	Co-author/ Co-editor
		Research Publications (for Colleges). Maximum 25 points		
1.	Research paper/ Review article/ Conference proceeding	Recognized and Reputed refereed Journal with ISBN/ISSN numbers	5/paper	3/paper
		Conference proceedings as full length papers, etc. (Abstracts not to be included in related area/subject)	2/paper	1/paper
2.	Book Authored	Subject Books (in related area/subject) by International/National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.	8/book	6/book
3.	Books Edited	Edited Books/Journals (in related area/ subject) by International/National level publishers/State and Central Govt. Publications with ISBN/ ISSN numbers	6/book	4/book
4.	Chapter(s) in books	Chapters in books (in related area/subject) published by International/National level publishers with ISBN/ ISSN numbers (Chapter(s) in self-edited book should not be considered).	4/ book chapter	2/book chapter
5.	Books/ Articles translated and published	Books/Articles translated and published by International/National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	4/book 2/article	2/book 1/article
6.	Book review/ popular article/ Newspaper article (in related area subject)	Book review/ popular article in newsletter of learned bodies/societies/ Newspaper article (all in related area/ subject)	2/article	1/article

Post Ph.D Research experience/Teaching experience to be claimed for appointment (the period required to acquire M.Phil. and/or the residency period to acquire Ph.D. degree shall not be considered as teaching experience) -
Maximum 20 Points for Colleges

1.	Post Ph.D. research experience as post-doctoral fellow/Research Associate/Research Scientist etc. in recognized University/Institution in India or abroad.	1 point for every 4 months OR 4 points for every 1 year	Maximum 20 points
2.	Teaching experience (as full-time ad hoc, temporary or permanent) in recognized University/College/ Institution.	1 point for every 4 months OR 4 points for every 1 year	
	Total points: Academic qualifications + Publications + Teaching/Post Ph.D research experience		Maximum 100 points