|  |
| --- |
| **SHREE K.O.SHAH MUNICIPAL ARTS & COMMERCE COLLEGE**  **DHORAJI – 360410 Dist. : Rajkot (Gujarat) P.B. No. 59**  **Tele Fax no. (0) 02824-220479 Email :- koshahcollege@gmail.com**  **College Code No. 165 College Computer Code No. 29 Zone No. 94** |

Application No. (For Office Use)

# APPLICATION FORM FOR THE POST OF PRINCIPAL

***Fill out the form by typing in a Word file OR by handwriting.***

NOC Number :

Paste self-attested

Recent Passport Size Photograph

Name :

Subject :

Mobile :

Email :

|  |  |  |
| --- | --- | --- |
| **Subject** |  | |
| **Ph.D. Notification Number & University** |  | |
| **Ph.D. Degree Month and Year** |  | |
| **Current Designation** |  | |
| **Current Pay Scale** |  | |
| **Research Score of Appendix - 2, Table - 2 (As per UGC Regulation – 2018)** |  | |
| **Total Experience of Teaching** |  | |
| **Total Research Publication in UGC Approved OR Peer-Reviewed Research Journals** |  | |
| **Last Five Years Total Amount Credited as Salary as per Form No. 16 with deduction**  **(Attached Last two year Form No. 16)** | **Year :** | **Total Amount Credited :** |
| **Year :** | **Total Amount Credited :** |
| **Year :** | **Total Amount Credited :** |
| **Year :** | **Total Amount Credited :** |
| **Year :** | **Total Amount Credited :** |
| **Year :** | **Total Amount Credited :** |
| **In which categories have you scored? (Tick Options)** | * **Research Papers in Journals** * **Books / Edited Books / Translation** * **Creation of ICT mediated Teaching Learning Courses** * **Research guidance / Research Project / Consultancy** * **Patents / Policy Document / Awards/Fellowship** * **Invited lectures / Resource Person/ Paper Presentation** | |

# CHECK LIST

એપ્લીકેશન ફોર્મ અને એ.પી.આઈ ની પાછળ નીચેના ક્રર્ર્ાાં ડોક્યુર્ેન્ટસ જોડવા.

***Kindly attach documents after the Application and API Form and provide the page number.***

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Documents** | **Page No.** |
| **1.** | **Identity Proof Copy (Driving Licence, Pan Card etc)** |  |
| **2.** | **S.S.C. Marksheet Copy** |  |
| **3** | **S.S.C. Credit Certificate (if have) / Leaving Certificate Copy** |  |
| **4.** | **H.S.C. Marksheet Copy** |  |
| **5.** | **Copy of Graduation Marksheets (All Years / Semesters)** |  |
| **6.** | **Copy of Graduation Degree** |  |
| **7.** | **Copy of Post-Graduation Marksheets (All Years / Semesters)** |  |
| **8.** | **Copy of Post-Graduation Degree** |  |
| **9.** | **Copy of B.Ed. Marksheet and Degree (if have)** |  |
| **10.** | **Copy of M.Phil. Marksheet and Degree (if have)** |  |
| **11.** | **Copy of Ph.D. Notification, Degree and Certificate** |  |
| **12.** | **Copy of Experience Certificate / CAS / Previous Job Docs.** |  |
| **13.** | **Copy of University Approval / Vahivati Manjoori** |  |
| **14.** | **Copy of Form No. 16 (Last Two Years)** |  |
| **15.** | **Copy of Orientation / Refresher Course Certificate** |  |
| **16.** | **Copy of Paper in Ten Research Paper in Journals (Publications to be considered for assessment)** |  |
| **17.** | **Copy of Award and Recognition** |  |

ઉપરના ડોક્યુર્ેન્ટસ બાદ એ.પી.આઈ એટલે કે Appendix – 2, Table – 2 (PART – C) ને સાંબાંધીત ડોક્યુર્ેન્ટસ જેવા કે પેપર પબ્લીકેશન, બુક પબ્લીકેશન વગેરે Enclosure No. આપી જોડવા.

***After attaching the necessary documents, please also attach the documents related to Appendix – 2, Table – 2 (PART – C), and provide the enclosure number.***

**SHREE K.O.SHAH MUNICIPAL ARTS & COMMERCE COLLEGE**

**DHORAJI – 360410 Dist. : Rajkot (Gujarat) P.B. No. 59**

**Tele Fax no. (0) 02824-220479 Email :- koshahcollege@gmail.com**

**College Code No. 165 College Computer Code No. 29 Zone No.**

***APPLICATION FORM FOR THE POST OF PRINCIPAL***

***Fill out the form by typing in a Word file OR by handwriting.***

## PART – A

1. Name ( in Block Letters) :
2. Father’s Name (in Block Letters) :
3. Mother’s Name (in Block Letters) :
4. Date of Birth and Age :
5. Gender : Male/Female / Other
6. Nationality :
7. Category (General/BC/MBC/DNC/SC/ST) :
8. Current Designation :
9. Current Pay Scale & Grade Pay :
10. Date of Confirmation of Present Post :
11. Date of Initial Appointment and Stage

with Pay Scale at BU/Other Institutions :

1. Address for Correspondence :

(with PIN Code)

1. Permanent Address (with PIN Code) :
2. Mobile Number :
3. Landline Telephone Number (with code) :
4. E-mail ID :
5. Academic Qualifications
   1. Academic Qualifications (other than research degrees)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Degree/ Certificate | Name of the Board/ University | Year of Passing | Percentage of marks obtained | Division / Class / Grade |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* 1. Academic Qualifications: Research Degrees

|  |  |  |  |
| --- | --- | --- | --- |
| Degree | Title of Dissertation / Thesis | Date of Award | Name of the University |
| M. Phil. |  |  |  |
| Ph.D./D.Phil. |  |  |  |
| D.Sc./D.Litt. |  |  |  |
| Others |  |  |  |

1. Position(s) held prior to joining this University, if any :

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Designation | Name of the Employer | Date of Joining | Date of Leaving | Gross Salary with AGP/Scale of Pay/Total Pay | Reason for Leaving |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. Posts held after Appointment at the University :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Designation | Department/ School | Period | | Pay Scale/Academic Grade Pay/Total Pay |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. Period of Teaching and/or Research Experience (excluding the period of time taken for obtaining Ph.D. Degree)

|  |  |  |  |
| --- | --- | --- | --- |
| Teaching and/or Research Experience | Period | | Total Experience (in years) |
| I. Level of Classes | From | To |  |
| PG Classes |  |  |  |
| UG Classes |  |  |  |
| Total (I) | | |  |
| II. Research Experience | From | To |  |
| M. Phil. |  |  |  |
| Ph.D. |  |  |  |
| Total (II) | | |  |
| Total (I + II) | | |  |

1. Research Publications
2. Number of Publications

|  |  |  |  |
| --- | --- | --- | --- |
| International Level Journals | National Level Journals | State Level Journals | Total |
|  |  |  |  |
|  |  |  |  |

1. List of publications published to be considered for assessment.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S. No. | Title of the Article | Name of the Journal | Volume No. | Issue No. | Pages | IF/HI | DOI |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. Number of Conference/Seminar/Workshop Attended and Papers Presented

|  |  |  |  |
| --- | --- | --- | --- |
| Level | Participated | Participated and Papers Presented | Total |
| International |  |  |  |
| National |  |  |  |
| State |  |  |  |
| Total |  |  |  |

1. Awards/Prizes/Honours/Recognitions

1.

2.

1. Fields of Specialization/Areas of Research Interest in the Subject/Discipline a)

b)

1. Orientation/ Refresher Course(s)/ Other Courses Attended:

|  |  |  |  |
| --- | --- | --- | --- |
| Title of the Course | Place | Duration (No. of Weeks/Days) | Period |
|  |  |  |  |
|  |  |  |  |

## PART – B : CALCULATION FORM ACADEMIC PERFORMANCE INDICATORS (ACTIVITY)

**BRIEF NOTE**: Based on the teacher’s self-assessment, Grading criteria and Scores and or publications. The minimum Grading criteria and scores and or publications required by teachers from this category is different for different levels of promotion. The self- assessment grades, scores and or publications should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation/ selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightage without changing the minimum total scores required.

**ACADEMIC/RESEARCH ACTIVITY**

As per UGC Regulations 2018, Appendix II and Table II

Methodology for University and College Teachers for calculating Academic/Research Score

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | **ACADEMIC/RESEAR CH ACTIVITY** | Faculty of Sciences / Engineering  /Agriculture  /Medical/ Veterinary Sciences | Faculty of Languages/ Humanities/Arts/ Social Sciences/ Library/Physical education/ Commerce/ Management & other related discipline | Claimed by the Candidate | Verified by the Committee | | Remarks | \*Encl .No. |
| **1** | **Research Papers in Peer-Reviewed or UGC listed Journals** | 08 per paper | 10 per paper |  |  | |  |  |
| **2** | **Publications (other than Research papers)** | | | | | | | |
| **(a) Books authored which are published by:** | | | | | | | |
| International publishers | 12 | 12 |  | |  |  |  |
| National Publishers | 10 | 10 |  | |  |  |  |
| Chapter in Edited Book | 05 | 05 |  | |  |  |  |
| Editor of Book by International Publisher | 10 | 10 |  | |  |  |  |
| Editor of Book by National Publisher | 08 | 08 |  | |  |  |  |
| **(b) Translation works in Indian and Foreign Languages by qualified faculties** | | | | | | | |
| Chapter or Research paper | 03 | 03 |  | |  |  |  |
| Book | 08 | 08 |  | |  |  |  |
| **3.** | **Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula** | | | | | | | |
| **(a) Development of innovative pedagogy** | 05 | 05 |  | |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **(b) Design of new curricula and courses** | 02 per curricula/ course | 02 per curricula/ course | |  | |  |  |  |
|  | **(c) MOOCs** | | | | | | | | |
| Development of complete MOOCs in 4 quadrants (4 credit course) (in case of MOOCs of lesser  credits 05 marks/credit | 20 | 20 |  | |  | |  |  |
| MOOCs (developed in  4 quadrant) per module/lecture | 05 | 05 |  | |  | |  |  |
| Content writer/subject matter expert for each module of MOOCs of (at least one  quadrant) | 02 | 02 |  | |  | |  |  |
| Course Coordinator for MOOCs (4 credit course) (in case of MOOCs of lesser credits 02 marks/  credit) | 08 | 08 |  | |  | |  |  |
| **(d) E-Content** | | | | | | | | |
| Development of e- Content in 4 quadrants  for a complete course/ e-book | 12 | 12 |  | |  | |  |  |
| e-Content (developed in 4 quadrants) per  module | 05 | 05 |  | |  | |  |  |
| Contribution to development of e- content module in complete course/paper  /e-book (at least one quadrant) | 02 | 02 |  | |  | |  |  |
| Editor of e-content for  complete course/ paper/e-book | 10 | 10 |  | |  | |  |  |
| **4.** | **(a) Research guidance** | | | | | | | | |
|  | Ph.D. | 10 per degree awarded 05 per thesis  submitted | 10 per degree awarded  05 per thesis submitted |  | |  | |  |  |
| M.Phil./P.G. dissertation | 02 per degree  awarded | 02 per degree  awarded |  | |  | |  |  |
|  | **(b) Research projects Completed :** | | | | | | | | |
| More than 10 lakhs | 10 | 10 |  | |  | |  |  |
| Less than 10 lakhs | 05 | 05 |  | |  | |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **(c) Research projects ongoing :** | | | | | | |
| More than 10 lakhs | 05 | 05 |  |  |  |  |
| Less than 10 lakhs | 02 | 02 |  |  |  |  |
| **(d) Consultancy** | 03 | 03 |  |  |  |  |
| **5.** | **(a) Patents** | | | | | | |
| International | 10 | 10 |  |  |  |  |
| National | 07 | 07 |  |  |  |  |
| **(b) \*Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)** | | | | | | |
| International | 10 | 10 |  |  |  |  |
| National | 07 | 07 |  |  |  |  |
| State | 04 | 04 |  |  |  |  |
| **(c) Award/Fellowship** | | | | | | |
| International | 07 | 07 |  |  |  |  |
| National | 05 | 05 |  |  |  |  |
| **6.** | **\*Invited Lectures/Resource Person/Paper presentation in Seminars/Conferences/full**  **paper in Conference proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)** | | | | | | |
|  | International (Abroad) | 07 | 07 |  |  |  |  |
| International (within country) | 05 | 05 |  |  |  |  |
| National | 03 | 03 |  |  |  |  |
| State/University | 02 | 02 |  |  |  |  |
| **TOTAL SCORE =** | | | |  |  |  |  |
| **ACTUAL SCORE =**  **(Activity 1 to 5(a) + 5(c) + Y)** | | | | **Activity 1 to 5(a) +**  **5(c)** | **Y**  **(should not exceed the total of**  **5(b)+6)** | **ACTUAL SCORE** | **Verified by the Commit tee** |
|  |  |  |  |

**\*** Each activity should be claimed by the applicant with supporting documents

\* IF : Impact factor to be determined as per Thomson Reuters list.

For calculating score for 5(b) and 6. Please follow the below format:

Total Score (1 to 6)

Upper capping of Point No. 5(b) + 6 = --------------------------- x 30 = **“Y”**

100

* **Note**
  1. **The Research score for research papers be augmented as follows :**

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

* + 1. **Paper in refereed journals without impact factor - 5 Points**
    2. **Paper with impact factor less than 1 - 10 Points**
    3. **Paper with impact factor between 1 and 2 - 15 Points**
    4. **Paper with impact factor between 2 and 5 - 20 Points**
    5. **Paper with impact factor between 5 and 10 - 25 Points**
    6. **Paper with impact factor >10 - 30 Points**
       1. **Two authors : 70% of total value of publication for each author.**
       2. **More than two authors : 70 % of the total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.**
  1. **Joint Projects : Principal Investigator and Co-investigator would get 50% each.**
  2. **Paper presented if part of edited book or proceeding then it can be claimed only once.**
  3. **For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-Supervisor, both shall get 7 marks each.**
  4. **For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.**
  5. **The research score shall be from the minimum of three categories out of six categories.**

## PART – C

**ANNEXURE - II, TABLE – II : ACADEMIC/RESEARCH ACTIVITY**

*As per UGC Regulations 2018, Appendix II, and Table II: Methodology for University and College Teachers for calculating Academic/Research Score.)*

1. **Research Papers in Peer-Reviewed or UGC listed Journals during the assessment period**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | For each publication give names of all authors, title of the paper, name of the journal, volume number, page range, month and year of publication. | ISBN/ISSN | Peer Reviewed/ Sr. No. in UGC listed  Journals\* | Number of authors | Type of Authorship (First author/ corresponding author/co-author) | Impact Factor\*\* | Claimed Score | Verified by the Committee | Encl. No. |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |

\*https://ugccare.unipune.ac.in/apps1/home/index

\*\*IF : Impact factor to be determined as per Thomson Reuters list

1. **Publications (other than Research papers)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | Title of the Book | Author | Co- Author(s) | Name of the Publisher Month, Year | ISBN/ ISSN | Claimed Score | Verified by the Committee | Encl. No. |
| **(a) Books authored which are published by:** | | | | | | | | |
| International Publishers | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| National Publishers | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Chapter in Edited Book | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Editor of Book by International Publisher | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Editor of Book by National Publisher | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(b) Translation works in Indian and Foreign Languages by qualified faculties** | | | | | | | | |
| Chapter or Research paper | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Book | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Note : Attach front, index and back pages justifying the claim showing the ISBN/ISSN No.

1. **Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.  No. | Activity **a** | Claimed Score | Verified by the Committee | Encl. No. |
| **(a) Development of Innovative pedagogy** | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
| **(b) Design of new curricula and courses** | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **(c) MOOCs** | | | | |
| Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit) | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
| MOOCs (developed in 4 quadrant) per module/lecture | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
| Content writer /subject matter expert for each module of MOOCs (at least one quadrant) | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
| Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit) | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
| **(d) E-Content** | | | | |
| Development of e-Content in 4 quadrants for a complete course/e-book | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
| e-Content (developed in 4 quadrants) per module | | | | |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Contribution to development of e-content module in complete course/paper/e-book (at least on quadrant) | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
| Editor of e-content for complete course/paper/e-book | | | | |
|  |  |  |  |  |
|  |  |  |  |  |

**\*** Each activity should be claimed by the applicant with supporting documents

1. **(a) Research Guidance**

Ph.D. awarded/Thesis submitted\*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Name of the Scholar | Title of the Thesis | Ph.D.  Awarded/ Thesis submitted | Month and Year | Claimed Score | Verified by the Committee | Encl. No. |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**\*** Submit Ph.D. Notification/Certificate of Submission issued to the candidate by the department.

M. Phil./P.G. Dissertation \*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Name of  the Scholar/ Student | Title of the Dissertation | M. Phil.  /P.G. | Month and Year | Claimed Score | Verified by the Committee | Encl. No. |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**\***Submit M. Phil./Certificate of award

(b) Research projects completed

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | Title of the Project (More than 10 lakhs) | Names of PI and Co PI | Funding Agency | Grant Sanctioned | Duration | | Claimed Score | Verified by the Committee | Encl. No. |
| From | To |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

(c)Research projects ongoing

(d) Consultancy

Page **14** of **20**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | S.  No. | |
|  |  |  | Title and Nature of the  Project | |
|  |  |  | Agency to it is offered | |
|  |  |  | Grant Component | |
|  |  |  | From | Duration |
|  |  |  | To |
|  |  |  | Claimed Score | |
|  |  |  | Verified by the Committee | |
|  |  |  | Encl. No. | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | S.  No. | |
|  |  |  | Title of the Project (Less than 10 lakhs) | |
|  |  |  | Names of PI and Co PI | |
|  |  |  | Funding Agency | |
|  |  |  | Grant Sanctioned | |
|  |  |  | From | Duration |
|  |  |  | To |
|  |  |  | Claimed Score | |
|  |  |  | Verified by the Committee | |
|  |  |  | Encl. No. | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | S.  No. | |
|  |  |  | Title of the Project (More than 10 lakhs) | |
|  |  |  | Names of PI and Co PI | |
|  |  |  | Funding Agency | |
|  |  |  | Grant Sanctioned | |
|  |  |  | From | Duration |
|  |  |  | To |
|  |  |  | Claimed Score | |
|  |  |  | Verified by the Committee | |
|  |  |  | Encl. No. | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | S.  No. | |
|  |  |  | Title of the Project (Less than 10 lakhs) | |
|  |  |  | Names of PI and Co PI | |
|  |  |  | Funding Agency | |
|  |  |  | Grant Sanctioned | |
|  |  |  | From | Duration |
|  |  |  | To |
|  |  |  | Claimed Score | |
|  |  |  | Verified by the Committee | |
|  |  |  | Encl. No. | |

1. **(a) Patents**

|  |  |  |  |  |  |  |
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| S.  No. | Details of Patent | International | Year | Claimed Score | Verified by the Committee | Encl. No. |
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| S.  No. | Details of Patent | National | Year | Claimed Score | Verified by the Committee | Encl. No. |
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* 1. **\* Policy Document (Submitted to an International body/organisation like UNO/ UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)**

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| S.  No. | Details of Policy Document | International | Year | Claimed Score | Verified by the Committee | Encl. No. |
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| S.  No. | Details of Policy Document | National | Year | Claimed Score | Verified by the Committee | Encl. No. |
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| S.  No. | Details of Policy  Document | State | Year | Claimed Score | Verified by the Committee | Encl. No. |
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* 1. **Awards/Fellowship**

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| Sl.  No. | Name of the Award/ Fellowship | Awarding Institute/ Organisation | International | Date of Awarded | Claimed Score | Verified by the Committee | Encl. No. |
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6.\* Invited lectures/Resource Person/paper presentation in Seminars/ Conferences/full

paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)

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|  |  | Sl.  No. |
|  |  | Title |
|  |  | Name of the Event |
|  |  | Organiser/ Institute |
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|  |  | Invited/ Oral/ Poster |
|  |  | State/ University |
|  |  | Claimed Score |
|  |  | Verified by the Committee |
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|  |  | National |
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|  |  | Organiser/ Institute |
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|  |  | Invited/ Oral/ Poster |
|  |  | International (within  country) |
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|  |  | Verified by the  Committee |
|  |  | Encl. No. |

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|  |  | Name of the Event |
|  |  | Organiser/ Institute |
|  |  | Duration |
|  |  | Invited/ Oral/ Poster |
|  |  | International (Abroad) |
|  |  | Claimed Score |
|  |  | Verified by the Committee |
|  |  | Encl. No. |

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|  |  | Awarding Institute/ Organisation |
|  |  | National |
|  |  | Date of Awarded |
|  |  | Claimed Score |
|  |  | Verified by the Committee |
|  |  | Encl. No. |

C. Applicant’s Claimed Score

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| Summary of Total Claimed Score (1+2+3+4+5+6)  Assessment Period from \_ \_ \_ \_ \_ \_ \_ \_ \_ to \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ | | | | | | | |
| **Year** | **Claimed Score** | | | | | | **Total Claimed Score** |
| **Entire Assessment Period** | **1** | **2** | **3** | **4** | **5** | **6** |
| From to |  |  |  |  |  |  |  |
| **Total Claimed Score** |  |  |  |  |  |  |  |

## DECLARATION

I, , hereby solemnly declare that the information provided in this application form is true and correct to the best of my knowledge and belief. Further, I hereby declare that I do not have any audit objection or other due.

Place : Signature of the applicant

Date : Designation

Forwarded by:

Head of the Department Dean - Arts/Science/Social Sciences/ Commerce/Education

## VERIFICATION OF FACTUAL DATA

Scrutiny Committee/IQAC Verified Score : \_ \_ \_ \_ \_ \_ \_ \_ \_

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| Summary of Total Claimed Score (1+2+3+4+5+6) Assessment Period from \_ \_ \_ \_ \_ \_ \_ \_ \_ to \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ | | | | | | | |
| **Year** | **Claimed Score** | | | | | | **Total Claimed Score** |
| **Entire Assessment Period** | **1** | **2** | **3** | **4** | **5** | **6** |
| From to |  |  |  |  |  |  |  |
| **Total Claimed Score** |  |  |  |  |  |  |  |

Members, Scrutiny Committee

**EXAMPLE FOR CALCULATION OF ACTUAL SCORE**

However, “**Y”** should not exceed 30% of the total score Then

2250

“**Y”** = ------------ x 30 = 675

100

Your score **“Y”** is 675

**Your total Actual score is 750 + 675 = 1425**

Then

2250

**“Y”** = ------------ x 30 = 675 100

But, your score **“Y”** is 300 only.

**Your total Actual score is 1950 + 300 = 2250**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Assume that your total score of 1 to 6 | = | 2250 |
|  | If your secured score (1 to 5a + 5c) | = | 750 |
|  | and your secured Score of “**Y”** (5(b) +6) | = | 1500 |

|  |  |  |  |
| --- | --- | --- | --- |
| 2. | Assume that your total score of 1 to 6 | = | 2250 |
|  | If your secured score (1 to 5 a + 5c) | = | 1950 |
|  | and your secured Score of **“Y”** (5(b) +6) | = | 300 |
|  | Total | = | 2250 |