



राष्ट्रीयमूल्यांकनएवंप्रत्यायनपरिषद (एनएएसी)

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)**

(An Autonomous Institution of the University Grants Commission)

PB. No.1075, Nagarbhavi, Bangalore-560072

**APPLICATION FORM FOR ACADEMIC POSITIONS  
(Adviser, Deputy Adviser, Assistant Adviser)**

**(FILL UP SEPARATE FORM FOR EACH POST)**

Advt.No.: 01/NAAC/2016

**SECTION-A: GENERAL**

01. Position applied for :
02. Name of the Candidate :
03. Date of Birth :
04. Sex : Male / Female
05. Father's Name :
06. Mother's Name :
07. Address –
  - (a) Correspondence :
  - (b) Permanent :
  - (c) Telephone :
  - (d) E-Mail Id :
08. Marital Status :
09. Spouse Name :
10. Nationality :
11. State of Domicile :
12. Category : UR / SC / ST / OBC
13. If, Specially-abled, indicate Category : OH / VI / HH

Affix here a  
recent Passport  
size  
coloured  
Photograph

14. Religion - Hindu/Muslim/ Sikh/ :  
Christian/ Buddhist/ Zoroastrian  
(Parsis)/ Jain/Neo/Others

15. Present Employer.....

**SECTION B:**

**CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

16. EDUCATIONAL QUALIFICATIONS (Starting with highest degree obtained):

Sl. No.	Examination/Degree	Year of Passing/ award	Name of Board/ College/University	Percentage of Marks/Final Grade / Division	Subject(s)

(Please attach photocopies in support)

17. Whether Ph.D. awarded: Yes  No  If Yes, indicate the year of award.....

18. Title of Ph.D. thesis awarded.....  
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19. Whether qualified UGC/CSIR NET/SLET/SET Yes  No   
(If yes, indicate the year, and attach a photocopy of NET/SLET/SET certificate).....

20. Details of Employment Experience: (In chronological order starting with the most recent)  
(Attach separate sheet if necessary)

Sl. No.	Name of Employer/Status of Institute/University (Govt./Quasi Govt./Autonomous etc.)	Post held/ Designation	Period of Employment		Basic salary last drawn, pay scale and Grade Pay	Nature of duties
			From	To		


### 21. Summary of experience/performance

Teaching Experience	From	To	Total	
			Years	Months
i. Under Graduate				
ii. Post Graduate				
iii.. Total Teaching Experience				
<b>Assessment and Accreditation Experience</b>				
iv. Experience in Assessment and Accreditation of higher educational institutions				
<b>Research Experience</b>				
v. Research Experience other than the period spent for obtaining M.Phil./Ph.D. Research Degree				

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

#### 22. Co-curricular, extension and professional development related activities

- 1) Student related co-curricula, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling).

Sl No.	Description

- 2) Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.

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Sl No.	Description

3) Professional development activities (such as participation in seminars, conferences, short term training courses, talks, lectures, membership of associations, dissemination and general articles, etc.)

Sl No.	Description

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

**23. RESEARCH PUBLICATIONS**

(a) Books- Self authored/co-authored/edited (Please attach separate sheet, if necessary)

Sl. No.	Title of the Book (s)	Whether Sole Author or Co-author	Name of Publisher (with city/ country)	Month & year of publication	Refereed or Non-refereed	ISBN/ ISSN No.

23. (b) Chapters contributed in edited books(Please attach separate sheet, if necessary)

Sl. No.	Title of Chapter (s)	Title of the Book(s)	Whether Sole Author/	Name of Publisher (with city/	Month & year of Publicati	Refereed or Non-	ISBN/ ISSN No.

			Co-author	country)	on	refereed	

**23. (c) Research Articles/Papers published in Journals /Periodicals /Conference proceedings/Newspapers** (Please attach separate sheet, if necessary)

Sl. No.	Title of research article / paper(s)	Name of journal (with city/ country)	Whether Sole Author/ Co-author	Month & year of publication, volume, no. & page nos.	Whether Refereed/ non-refereed	ISBN/ ISSN No.	Level (Int./ Nat./ State/ Local)	Impact Factor

**24. Research Projects Undertaken** (other than that for a research degree)  
 (Please indicate: (a) Major Projects; (b) Minor Projects; (c) Consultancy Projects; (d) Completed Research Projects; (e) Ongoing Research Projects; (f) Whether Outcome/Output of Projects/Policy Document forwarded to Sponsoring/Funding Government Agency(s) etc.)  
 (Please attach separate sheet, if necessary)

Sl. No.	Title/Subject of Research Project(s)	Whether major or minor project	Date of Commencement	Date of Completion	Total Grants / Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Whether Outcome / Outputs sent to Sponsoring Govt. Agency	Whether final report published as monograph book

**25. Research Guidance:** Number of scholars who have been awarded M.Phil/Ph.D. degree under your supervision both as Guide and/or Co-Guide:

Name of Degree	Submitted	Awarded

(i) M.Phil Degree		
(ii) Ph.D Degree:		

26. **Refresher Course, Methodology, Workshops, Training, Faculty Development Programs, Assessors Training, Accreditation awareness programs etc. attended.** (Please attach separate sheet, if necessary)

Sl. No.	Name of Course/Workshop attended	Sponsoring Institution	Duration From __ to __

27. **Papers presented in Regional/National and International Seminars/Conferences / Workshop/ Symposium. Indicate whether the Conference Proceedings are published.** (Please attach separate sheet, if necessary)

Sl. No.	Title/Subject of paper presented	Subject of Conference/Seminar / Symposium / Workshop	Organizing Institution/ and Name of City/ Country	Duration From __ to __	Whether the proceedings published Yes/No

28. **Lecture/Special Lecture in Institutions of repute within the country and outside.**(Please attach a separate sheet if necessary)

Sl. No.	Title/Subject of Lecture delivered	Name and Place of Institution	Date of Lecture	Duration

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**SECTION – C: OTHER MISCELLANEOUS INFORMATION**

29. (a) Membership/Fellowship of other institutions/professional societies:

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(b) Other activities/Responsibilities:

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(c) Any other relevant information, if not given above:

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

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(b) Have you been punished during your studies at College/University? If so, give details.

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(c) Have you been punished during your services or convicted by a court of law? If so, give details.

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(d) Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? If yes, give details in a separate sheet.

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(e) Do you have any case pending against you in any court of law? If yes, give details.

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

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

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33. Names and Addresses of Two Referees\*:

(i) .....	(ii) .....
.....	.....
.....	.....

(\*Recommendations from two Referees, not related to the applicants, who are scholars closely acquainted with the applicant's academic training, accomplishment and capabilities, should preferably be obtained in **sealed envelopes** and attached with this application, or they be requested to send the recommendation(s) directly to the NAAC indicating Advt. Number and Post applied for, **by post** (not by e-mail)

Please indicate how you fulfill the essential as well as desirable qualifications prescribed in the advertisement

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**34. List of Enclosures:**


- (a) Copies of Mark-sheets & certificate of educational Qualification & certificate of clearing NET/SLET/SET etc.
- (b) Copies of certificate of Teaching & Research experience.
- (c) List of publications with details, reprints of papers published and acceptance letters (in case accepted papers/articles etc.)
- (d) Copies of other relevant certificate & documents

**35. DECLARATION TO BE SIGNED BY THE CANDIDATE**

A. I hereby declare that if I am selected for the applied post, I am willing to work either at NAAC headquarter or its regional offices and can be transferred from one location to another.

B. 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. If at any point of time, 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:** \_\_\_\_\_

\_\_\_\_\_  
**(Name of the Applicant)**

\_\_\_\_\_  
**(Signature of the Applicant)**

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**36. Forwarding letter from present employer of the applicant.**

Forwarded with the remarks that Shri/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)