



U.P. Rajarshi Tandon Open University, Allahabad

Shantipuram (Sec-F), Phaphamau, Allahabad-211013

Application Fee : UR OBC SC/ST Disabled
400/- 300/- 200/- 200/-

Advertisement No. & Date :

APPLICATION FORM FOR ACADEMIC POSITION

POST APPLIED FOR: SUBJECT

1. (i) Full Name (In Block Letter)

(ii) Fathers/ Husband's Name:

(iii) Mother's Name:

2. Date of Birth:

3. Nationality : Male/Female Marital Status

4. DETAILS OF FEE PAID : Fee to be paid by means of a Demand Draft in favour of the **Finance officer, UP Rajarshi Tandon Open University Allahabad** and payable at **Allahabad**.

(Name of the issuing Bank)

D.D.No. Date..... /..... /2015 Amount

5. (a) Present Position if any

6. (b) Date of Appointment

(c) Pay Scale:

(d) Basic Pay:

(e) Whether Permanent / on Probation/Temporary

(f) Name of Institution/ Employer :

5. Category: GEN / OBC / SC / ST/ PH :(Please attached related certificates).....

6. Address for Correspondence :

Tel Mobile E-Mail :

7. Permanent Postal Address:

8. Academic Qualifications:-

Examination	Year	Main Subject(s)	Division/ Grade	% of Marks	School/ College attended	Board / University
High School						
Intermediate						
Bachelor's Degree						
Master's Degree						
M.Phil.						
Ph.D.			Title :			
D.Sc./D.Lit.			Title :			

9. Whether the Candidate has qualified UGC. NET I SLET I JRF Examination (If so, give details):

Roll No : Year : Subject

10. (a) Teaching Experience . Under Graduate and Post Graduate Levels

Name of the University / Institution	Designation & Pay Scale	Nature of Post: Temporary/ Permanent	Classes Taught		Period	
			Under-Graduate	Post Graduate	From	To

(b) Research Experience, if any:

Name of the University/Institution	Designation	Nature of Post : Temporary/Permanent	Period	
			From	To

(c) Administrative Experience:

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.....

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

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

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12.(a) Publications: [Attach Separate Sheet{s)] As per Cat. III of PBAS Proforma:

(i) Select list of the most significant five Research Publications:

(ii) Complete List of Research Publications (including details of Authorship) :

(iii) List of other Publications (Books, Monographs/Chapters in edited books/ Review Articles/Papers presented in Conferences and Seminar) :
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(b) Academic attainments (Attach Separate Sheet)

(i) Supervision of Awarded Doctoral Thesis:

(ii) Supervision of Doctoral Thesis, under progress:

(iii) No. of Conferences / Seminars attended (i) International..... (ii) National

13. (a) Academic Awards/Distinctions/Other Activities :

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(b) Membership of Academic Bodies:

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.....

14. If the candidate has applied to our earlier advertisement No. 05/07-08 dated 14-03-2008, advertisement No. 04/09-10 dated 08-02-2010 and Advertisement No. 25/2010 16-09-2010, the related details:

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NOTE :

- Xerox copies of Degree/Certificates, Mark-Sheets, Testimonials, (Cost Certificate issued by the competent authority) etc. should be attached with the application (attested by the applicant himself) and the originals must be produced at the time of interview.
- Applicants who are in employment should send their application through proper channel.
- Separate Application is required for each post applied for.
- Application received without application fee shall not be entertained.
- No T.A./D.A. is admissible for attending the interview.
- Applicants must possess the minimum qualifications and experience as per the latest relevant UGC/ University Statutes/ U.P. State Government rules for the respective posts.
- Canvassing in any form will be treated as a disqualification.
- Candidates belonging to OBC/SC/ST categories can apply against unreserved posts.

DECLARATION

I, Son / Daughter of

hereby declare that all statements and entries made in the application are true, complete & correct to the best of my knowledge and belief. I declare that all the entries made in this application are true to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selection Committee and Executive Council meetings, my candidature/ appointment may be cancelled by the University.

Signature of Applicant :

Date:

Name in Block letter

CERTIFICATE OF THE EMPLOYER

(In case the Applicant is in Employment)

Forwarded with the remark that this University / Institution / Organization has no objection to the applicant being

considered for the post applied for

Signature :

(Head of Institution/Organization with Seal)

Date :

Tel. / Mobile No. :

LIST OF ENCLOSURES :

- | | | |
|----|-----|-----|
| 1- | 6 - | 11- |
| 2- | 7- | 12- |
| 3- | 8- | 13- |
| 4- | 9- | 14- |
| 5- | 10- | 15- |

U. P. Rajarshi Tandon Open University, Allahabad

Precis

Name of Post

Name and Address of the Candidates Mobile No. & E-mail	Date of Birth	Category	Qualifications				Research and Publications	Teaching Experience	Remarks
			Exam Passed	Division	Year	%age			
							Research Papers		
							Books		
							Chapter's in Book		
							Paper Presented in Conferences		
							No. of Ph.D. Produced		
							No. of M.Phil. Produced		

U.P. Rajarshi Tandon Open University, Allahabad

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling out this section)

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

S.No.	Course/Paper	Level	Mode of teaching	No. of Lectures per week allotted	No. of Practicals per week allotted	% of classes/practical taken as per documented record

*Lectures(L), Seminars(S), Tutorials(T), Practical(P), Contact Hours(C) API Score

(a) Classes taken (max. 50 for 100% performance & proportionate score up to 80%, below which no score may be given)

(b) Teaching Load in excess of UGC norms (max. score 10)

(ii) Reading/instructional material consulted and additional knowledge resources provided to students

S.No.	Course/Paper	Consulted	Prescribed	Additional Resources provided
API score based on Preparation and Imparting of knowledge /instruction as per curriculum & syllabus by providing additional resources to Students (max. score:20)				API Score

Name of Subject/School:

(Signature of Applicant)

(iii)Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content and Course Improvement etc.

S.No.	Short Description	API Score
	Total Score (Max. Score : 20)	

(iv)Examination Duties Assigned and Performed

S.No.	Type of Examination Duties	Duties Assigned	Extend to which carried out	API Score
	Total Score(Max.:25)			

Name of Subject/School:

(Signature of Applicant)

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

Please mention your contribution to any of the following:

S.No.	Type of Activity	Average Hrs/week	API Score
1	(i) Extension, Co-curricular & field based Activities		
	Total Score(Max.:20)		
2	(ii) Contribution to Corporate life and Management of the Institution	Yearly/Semester-wise responsibilities	API Score
	Total Score(Max.:15)		
3	(iii) Professional Development Activities	Yearly/Semester-wise responsibilities	API Score
	Total Score(Max.:15)		
	Total Score (i + ii + iii) (Max.:50) (Minimum required 15)		

Name of Subject/School:

(Signature of Applicant)

CATEGORY-III: RESEARCH PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

A) (i) Published Papers in Journals :

S.No.	Title with page nos.	Journal	ISSN/ISBN No.	Whether peer reviewed impact factor, if any	No. of co-authors	Whether you are the main author	API Score

(ii) Full Papers in Conference Proceedings

S.No.	Title with page nos.	Details of Conference Publications	ISSN/ ISBN No.	No. of co-authors	Whether you are the main author	API Score

B. (i) Books published as author or as editor

S.No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of co-authors	Whether you are the main author	API Score

(ii) Articles/Chapters published in Books

S.No.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed	No. of co-authors	Whether you are the main author	API Score

Name of Subject/School:

(Signature of Applicant)

C) Ongoing and Completed Research Projects and Consultancies:

C. (i) & (ii) Ongoing Projects / Consultancies

S.No.	Title	Agency	Period	Grant / Amount Mobilized (Rs. in Lakh)	API Score

C. (iii & iv) Completed Projects/ Consultancies:

S.No.	Title	Agency	Period	Grant / Amount Mobilized (Rs.in Lakh)	Whether policy document/ patent as outcome	API Score

D. Research Guidance:

S.No.	Course	Number Enrolled	Thesis Submitted	Degree awarded	API Score
1.	M.Phil. or equivalent				
2.	Ph.D. or equivalent				

E. (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration); Maximum points-30

S.No.	Programme	Duration	Organized by	API Score

Name of Subject/School:

(Signature of Applicant)

E. (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

S.No.	Title of the Paper presented	Title of Conference/ Seminar	Organized by	Whether international/ national/state/regional/ college or university level	API Score

E. (iii) Invited Lectures and Chairmanships at National or International conference/seminar etc.

S.No.	Title of the Lecture/Academic Session	Title of Conference/ Seminar etc.	Organized by	Whether International/ National	API Score

Name of Subject/School:

(Signature of Applicant)

(i) Summary of API Scores

Sl. No.	Criteria	Last Academic Year	Total API Score for Assessment Period	Annual Av.API Score for Assessment Period
I	Teaching, Learning, Evaluation Related Activities			
II	Co- curricular, Extension, Professional development etc.			
	Total (I + II)			
III	Research and Academic Contribution			

Summary of points out of Total API points earned as per category III Total API points Claimed :

Summary of Academic Performance Indicator as per UGC guidelines

S.No.	Criteria	API Score Claimed	API Score Distribution as per UGC guidelines (in % of total API score)	API Score applicable as per UGC guidelines
1	Research Papers		30%	
2	Research Publications (Books etc.)		25%	
3	Research Projects		20%	
4	Research Guidance		10%	
5	Training Courses and Conference/ Seminar etc		15%	
Total				

Name of Subject/School:

(Signature of Applicant)

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, award received etc. not mentioned earlier.

S.No.	Details (Mention Year, value etc. where relevant)

Number of Enclosures (Please attach, copies of certificates, sanction orders, papers etc. where ever necessary):

I certify that the information provided is correct as per records available with the university and/ or documents enclosed along with the duly filled **PBAS** proforma.

Place :

Date :

Signature of faculty with Designation,

UP Rajarshi Tandon Open University, Allahabad

Annexure-1

API Proforma for Director Professor, Associate Professor/ Deputy Director & Assistant Professor/ Assistance Director

Performance Based Appraisal system (PBAS) Proforma-1

Performance Based Appraisal system (PBAS) proforma based on Academic Performance Indicator (APIs) in direct recruitments performance of University/College Teacher. AS PER UGC REGULATIONS, 2010

SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY TEACHERS.

CATEGORY– I: TEACHING LEARNING AND EVALUATION RELATED ACTIVITIES

Brief explanation based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation;

(d) Contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75. The self assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening / selection committee.

Sr. No.	Nature of Activity	Maximum Score	Self assessment to be filled by candidate	Verified API score (for official use)
1.	Lectures, seminars, tutorials practical's, contact hours undertaken as percentage of lectures allocated	50		
2.	Lectures or other teaching duties in excess of the UGC norms.	10		
3.	Preparation and Imparting of knowledge/ instruction as per curriculum; syllabus enrichment by providing additional resources to students.	20		
4.	Use of participatory and innovative teaching- learning methodologies; updating of subject content, course improvement etc.	20		
5.	Examination duties (invigilation; question paper setting. evolution/assessment of answer scripts) as per allotment.	25		
	Total score	125		
	Minimum API Score Required	75		

Note: Lectures, and tutorials allocation to add up to the UGC norm for particular category of teacher.

Supporting documents, wherever be attached.

Name of Subject/School:

(Signature of Applicant)

CATEGORY II:

CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

Brief Explanation: The teacher is required to give scores based on one's self-assessment for co-curricular and extension activities; and professional development related contributions. The minimum API required by teacher for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening / selection committee.

Sr. No.	Nature of Activity	Maximum Score	Self assessment to be filled by candidate	Verified API score (for official use)
1.	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling)	20		
2.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities	15		
3	Professional Development activities (such as participation in seminars, conferences, short term training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15		
	Minimum API Score Required	15		

Name of Subject/School:

(Signature of Applicant)

CATEGORY-III

RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: The teacher is required to give scores based on one's self-assessment for research and academic contributions. The minimum API score required by teacher from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/ selection committee.

Sr. No.	APIs	Engineering/Agriculture/ Veterinary Science/ Sciences/Medical Science	Faculties of Languages Arts/ Humanities / social sciences/ library/ physical education/ Management	Max. points for University & College teacher position	Self Assessment	Verified API score (for official use)
III A	Research papers published in	Refereed journals	Refereed journals	15 publication		
		Non-refereed but recognized and reputable journals and periodicals having ISBN/ ISSN Numbers	Non-refereed but recognized and reputable journals and periodicals having ISBN/ISSN Numbers	10 publication		
		Conference proceeding as full papers etc. (abstracts not to be included)	Conference proceedings as full papers etc. (abstracts not to be included)	10 publication		
III B	Research publication (books chapters in books, other than refereed journals)	Texts or reference books published by international publisher with an established peer review system	Texts or reference books published by international publisher an established peer review system	50/ sole author 10 / chapter in an edited book		
		Subject Books By Published by national publisher/ state and Central Govt. publication with ISBN/ ISSN number	Subject Books by/ national level publisher / state and central government. publication with ISBN/ ISSN number	25/ sole author 5/ chapter in an edited book		
		Subject Books By local publisher with ISBN / ISSN number	Subject Books By local publisher with ISBN/ ISSN number	15/sole author 3 / chapter in an edited book		
		Chapter contributed to edited knowledge based volumes published by International Publisher	Chapters contributed to edited knowledge based volumes published by International Publisher	10/ Chapter		
		Chapter in knowledge based volumes by Indian/ National level publisher with ISBN/ISSN number and with number of national and international directories	Chapter knowledge based volumes in Indian/ National level publisher with ISBN/ISSN number and with number of national and international directories	5/Chapter		

Name of Subject/School:

(Signature of Applicant)

III (c)	RESEARCH PROJECTS					
III(c)(i)	Sponsored projects carried out/ongoing	(a) Major project (amount mobilized with grants above Rs 30.0 lakhs)	Major project (amount mobilized with grants above Rs 5.00 lakhs)	20/each project	Self Assessment	Verified API score (for official use)
		(b) Major project amount (mobilized with grants above Rs 5.00 lakhs up to Rs 30.00 lakhs)	Major project amount mobilized with minimum of Rs. 3.00 lakhs up to Rs 5.00 lakhs	15/each project		
		(c) Minor project (Amount mobilized with grants above Rs 50,000 lakhs up to Rs 5 lakhs)	Minor project (Amount mobilized with grants above Rs 250,000 lakhs up to Rs 3 lakhs)	10/each project		
III(c)(ii)	Consultancy project carried out/ongoing	Amount mobilized with minimum of Rs 10.00 lakhs	Amount mobilized with minimum of Rs 2.00 lakhs	10 per every Rs. 10.0 lakhs and 2 per every Rs 2.0 lakhs. Respectively		
III(c)(iii)	Completed project Quality Evaluation	Completed project report (Acceptance form funding agency)	Completed project report (Accepted form funding agency)	20/each major project and 10/each major project		
III(c)(iv)	Project outcome/Outputs	Patent/Technology transfer/Product/Process	Major Policy document of Govt. Bodies at Central and State level	30/each national level output or patent/50/each for International level		
III(D)	RESEARCH GUIDANCE					
III(D)(i)	M.Phil.	Degree awarded only	Degree awarded only	3/ each candidate		
III(D)(ii)	Ph.D	Degree awarded only	Degree awarded only	10/each candidate		
		Thesis submitted	Thesis submitted	7/each candidate		

III(E) TRAINING COURSE AND CONFERENCE / SEMINAR/ WORKSHOP PAPERS						
III(E)(i)	Refresher courses, Methodology workshop Training teaching Learning Evaluation Technology Programmers Soft Skills development Programs faculty, (Max 30 points)	(a) Not less than duration	(a) Not less than two week duration	20/each	Self Assessment	Verified API score (for official use)
		(b) One week duration	(b) One week duration	10/each		
III(E) (ii)	Paper in Conferences/ Seminars/ workshops etc. **	Participation presentation of research papers (oral/ poster) in	Participation presentation of research papers (oral/ poster) in			
		a) International conference	a) International conference	10/each		
		b) National	b) National	7.5/ each		
		c) Regional/ State level	c)Regional/ State level	5/each		
		d) Local- University/College Level	Local-University/College Level	3/each		
III(E)(iv)	Invited lectures or presentation or presentation for conference/ symposia	(a) International	a) International	10/each		
		(b) National level	b) National level	5/each		

*Wherever relevant to any specific discipline, the API score for paper in refereed journal should be augmented as follows: (i) indexed journal -by 5 point

(ii)Paper with impact factor between 1 and 2 by 10 points.

(iii)Paper with impact factor between 2 and 5 by 15 points.

(iv)Paper with impact factor between 5 and 10 by 25 points.

**If a paper presented in conference/Seminar is published in the form of Proceedings. The points would accrue.

For the publication (iii (a)) and not under presentation (III(e)(ii))

Notes: 1. The Screening /selection committees will assess and verify the categorization and scores of publications.

2. The API for joint publications should be calculated in the following manner of the total score for the relevant category of publication by the concerned teacher the first / Principle author and corresponding author/ supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% should be shared equally by all other authors.

*supporting documents wherever required be attached.

Name of Subject/School:

(Signature of Applicant)