

For Office Use Only
Entry No.

Please tick (√) relevant category	UR	SC	ST	OBC	PWD		
					OH	HH	VI

Price: Rs. 100- for General & OBC candidates
Rs. 50/- for SC/ST Candidates.



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi – 110 068
(Application form for Teaching / Academic Posts)

Post applied for.....

Name of the Discipline.....
School / Division/ Centre / Chair

Advertisement No. & Date.....

Paste (Do not staple) passport size colour photograph with self attestation

1. Category of post applied for:
[Separate application is required for each post and category]
2. Demand Draft : No..... Date.....
3. Name of the applicant (in block letters).....
4. (a) Sex: Male/Female (b) Religion (c) Married/Unmarried
5. Father's/Husband's Name :
6. Date and Place of Birth :
7. Whether belongs to SC/ST/OBC/PWD(OH/HH/VI):
[Attach copy of certificate in proof thereof as per GOI forms]
8. State of Domicile :
9. **Address for Correspondence** :
.....
.....
.....
.....
10. **Permanent Address**
.....
.....
.....
.....

[Phone No. /Fax No./ E-mail]

[Phone No. /Fax No./ E-mail]

11. Post held, if any, at the time of sending the application with date of appointment and pay details (attach a copy of latest pay slip). :

12. Details of Pension benefits, received, if any :

13. Membership of Learned Bodies :

14. Academic qualifications beginning with High School Examination:

Examination and Year	Subject(s)	Division	Percentage of marks Obtained (*)	School/College attended	Name of the Board/University

(*) In case of grades, please indicate equivalent percentage (Proof of formula be attached).

15. Whether qualified in NET/SLET/SET:

16. Special subject of study or branch of specialization, if any.

17. Teaching Experience at University or Degree Colleges:

Sl. No.	Name of the University/ College	Designation	Nature of Post Temporary/ Permanent	Classes Taught		Period (Give Dates)		Length of Experience	
				Under-graduate Pass/Hons.	Post-graduate	From	To	Yrs.	Months.

18. Experience/contribution in Open Distance Learning System:

Sl. No.	Name of the University/ College/ Institute	Designation	Nature of Post Temporary/ Permanent	Classes Taught/ Lessons for Self-learning Materials* (SLM) prepared		Period (Give Dates)		Length of Experience	
				Under graduate Pass/Hons.	Post-graduate	From	To	Yrs .	Months

* Attach details separately, if necessary.

19. Administrative / Professional experience, with particulars of posts held:

Name of the Institution	Designation	Nature of Post Temporary/ Permanent	Nature of assignment	Period (Give dates)		Length of Experience	
				From	To	Years	Months

20. Research Experience:

- a. No. of Years after Ph.D. :
- b. Research Guidance :
 - (i) Completed: Ph.D.....nos. M. Phil.....nos.
 - (ii) On going : Ph.D.....nos. M.Phil.....nos.
- c. Research Projects :
 - (i) Completed:.....nos. (with amount & funding agency)
 - (ii) On –going:.....nos. (with amount & funding agency)
- d. Publications:
 - (i) Original Research papers :nos.
in refereed Journals
 - (ii) Books :nos.
 - (iii) Articles :nos.

21. Other relevant experience :
1. Seminar, Symposium, Conference attended / organized.
 2. Administrative Experience / Experience of University Corporate Life.
 3. Contribution to Design of Curriculum
 4. Extra Curricular Activities
 5. Any other.
- 22 (a) (i) Have you ever been debarred or punished for adopting unfair means in any examination by any Institution/Board or University? If so, please specify. **Yes / No**
- (ii) Has any disciplinary action been taken against you by any University / Institution /where, you have served.? **Yes / No**
- (iii) Is any disciplinary inquiry/action pending against you in any University/Institution/ Organization where you have served? **Yes / No**
- (iv) Have you ever been convicted by any court of law in India for any criminal offence? **Yes / No**
- (v) Is any criminal case pending against you in any court of law in India. **Yes / No**
- (b) If answer to any of the above questions (i) to (iv) is YES, please give details of the case.
23. Details of your suitability to this teaching/academic position (please explain **in not more than 300 words** how your qualification and experience are suited for the Post of you have applied for) – may be attached separately.

Signature of applicant

Declaration

I declare that the statements made in this application are true and complete to the best of my knowledge and belief. I am aware that if at any stage it is found that the statements made are not true or are incomplete or misleading, the appointment, if made will be cancelled.

Date :

Signature of applicant

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

Signature of the employer with Seal

(Head of the Institution/Organisation)

Designation.....

Address.....

.....

Pin Code No.....

Telephone No.....

Date.....



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi – 110 068

DATA SHEET FOR ACADEMIC AND RESEARCH RECORDS OF CANDIDATES FOR THE POST OF ASSISTANT PROFESSOR / ASSISTANT LIBRARIAN.

SECTION – A: GENERAL

A.1	Name of candidate	:	
A.2	Name of the Department/Centre of University/College/Institute with postal address	:	
A.3	Subject and posts applied for	:	

SECTION – B: ACADEMIC AND RESEARCH RECORDS

S.N.	Items	Self Assessment / Score
B.1	PG Degree ($\geq 60\%$ marks = 32 marks; $\geq 55\%$ to $<60\%$ marks = 24 marks)	
B.2	Graduate Degree ($\geq 60\%$ marks with honours = 24 marks; ≥ 45 to $<60\%$ marks with honours = 16 marks; $\geq 60\%$ marks without honours = 16 marks; ≥ 45 to $<60\%$ marks without honours = 12 marks)	
B.3	Higher Secondary ($\geq 60\%$ marks = 12 marks; $\geq 45\%$ to $<60\%$ marks = 9 marks)	
B.4	High School ($\geq 60\%$ marks = 12 marks; $\geq 45\%$ to $<60\%$ marks = 9 marks)	
B.5	Additional Qualifications (NET) + JRF = 2 marks, (NET) + M.Phil = 3 marks, (NET) + Ph.D = 5 marks, (NET) + JRF + Ph.D = 7 marks, (NET) + M.Phil + Ph.D = 8 marks, (NET) + JRF + M.Phil + Ph.D = 10 marks	

S.N.	Items	Self Assessment / Score
B.6a	Research Records for Science Subjects: (i) Two marks per research paper in SCI/ISSN Journals (<i>for a maximum of 3 papers only</i>)	
B.6b	(ii) One mark per year of research experience as JRF/SRF/RA/PDF in the national level organizations, and in the research projects sponsored by national/state level funding agencies. One mark per year for teaching experience on regular basis/Field experience in recognized institute/registered NGO (<i>for a maximum of 4 years</i>)	
B.6c	Research Records for Other Subjects: (i) Two marks per research paper in Journals / Proceedings of Seminar/Conference/ Workshop/Symposia (<i>for a maximum of 3 papers</i>)	
B.6d	(ii) One mark per year of research experience as JRF/SRF/RA (in the national level research organizations as well as research projects sponsored by national/state level funding agencies)/teaching experience on a regular basis/field/industry experience in the recognized institute/registered NGO (<i>for a maximum of 4 years</i>)	
B.7	SC/ST candidate : 5 marks if the score is ≤ 95	
	Total	

Certified that the score mentioned under Section B above are true to the best of my knowledge and are supported by documentary evidences.

Date :

Place :

Signature of the candidate

ACADEMIC PERFORMANCE INDICATORS (API) SCORESHEET FOR ASSOCIATE PROFESSOR AND PROFESSOR

Note: The self assessment score will be based on verifiable criteria and will be finalized by the screening / selection committee.

CATEGORY-III : RESEARCH AND ACADEMIC CONTRIBUTIONS

S. No.	APIs	Faculties of Engineering/Sciences	Faculties Languages/Arts/ Humanities/Social Sciences/ Library/Management	Maximum points	Self Assessment Score
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 proceedings 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 Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference Books Published by International Publishers with an established peer review system	50 / sole author; 10 / chapter in edited books	
		Subject Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	Subject Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	25 / sole author; 5 / chapter in edited books	
		Subject Books by Other local publishers with ISBN/ISSN numbers	Subject Books by Other local publishers with ISBN/ISSN numbers	15 / sole author; 3 / chapter in edited books	
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 / Chapter	
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	5 / Chapter	

S. No.	APIs	Faculties of Engineering/Sciences	Faculties Languages/Arts/ Humanities/Social Sciences/ Library/Management	Maximum points	Self Assessment Score
III (C)	RESEARCH PROJECT				
III (C) (i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above Rs. 30.00 lakhs	(a) Major Projects amount mobilized with grants above Rs. 5.00 lakhs	20 / each Project	
		(b) Major Projects amount mobilized with grants above Rs 5.00 lakhs up to Rs. 30.00 lakhs	(b) Major Projects amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15 / each Project	
		(c) Minor Projects (Amount mobilized with grants above Rs.50,000 up to Rs.5.00 lakhs)	(c) Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3.00 lakhs)	10 / each Project	
III (C) (ii)	Consultancy Projects 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. 10.00 lakhs and Rs.2.00 lakhs, respectively	
III (C) (iii)	Completed projects : Quality Evaluation	Completed project Report (Accepted by funding agency)	Completed project Report (Accepted by funding agency)	20 / each major project and 10 / each minor project	
III (C) (iv)	Projects 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 International level output or patent	
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	Degree awarded	10 / each candidate	
		Thesis submitted	Thesis submitted	7 / each candidate	

III (E)	TRAINING COURSES AND CONFERENCE / SEMINAR / WORKSHOP PAPERS				
III (E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (<i>Max: 30 points</i>)	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20 / each	
		(b) One week duration	(b) One week duration	10 / each	
III (E) (ii)	Papers in Conferences/ Seminars/workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and 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	
III (E) (iii)	Invited lectures or presentations for conferences/ symposia	a) International level	a) International level	10 / each	
		b) National level	b) National level	5 / each	

	Associate Professor	Professor
Minimum API Scores	Consolidated API score requirement of 300 points from Category III of APIs	Consolidated API score requirement of 400 points from Category III of APIs
Total Self Assessment Score by Applicant		
Score by the Screening/Selection Committee.		

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers 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)).

Note: The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

Date :

Place :

Signature of the candidate

