

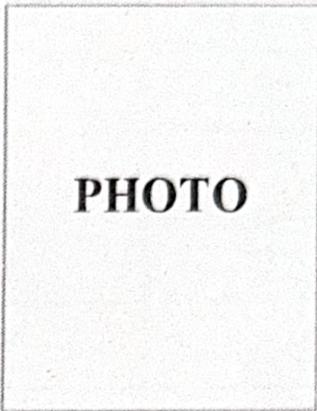
**APPLICATION FORM FOR THE POST OF PRINCIPAL
C.R.M. JAT COLLEGE, HISAR**

S.NO.....

Application No.....
(To be filled in by the Office)

NOTE:

- a) The Application Form should be properly filled up.
- b) Attested Copies of all Original Certificates/Testimonials should be attached.
- c) Original Certificates, Degrees & Complete Publications will have to be shown at the time of Interview.
- d) Send a copy to the Dean of Colleges, G.J.U S&T, Hisar.
- e) Applicants in service are advised to send their Application through present Employers/Proper Channel.
- f) Applicants should attach complete copy of the Publications, if any, as well as the cover of the Referred Journals and ISSN & ISBN Nos.
- g) Application received after due date or found incomplete may not be considered.



1. Name of the Candidate (in block letters):

2. Father's/Husband Name:

3. Date of Birth:Place of Birth.....Distt.State.....

4. Age (as on the last date of application).Y.....M.....D

5. Are you claiming relaxation in Age?

(If yes, mention the basis on which relaxation is claimed):

6. Phone No. with STD Code:..... Mob. No.....

7. E. Mail Address (if any):

8. Nationality:

9. Marital Status:

10. Category to which you belong: General/SC/

BC (A OR B)/ESM OR his dependent/P.H/V.H

11. If you are employed, your present designation:

Name & Address of your Employer:

12. Permanent Address:.....

13. Present Correspondence Address:.....

14. Have you ever been prosecuted, kept under detention or bound down, find convicted by a Court of Law for any offence or debarred/disqualified by any University/Public Service Commission from appearing at its Examinations/ Selection? Is any case pending against you in any Court of Law at the time of filling up of this Application Form? If the answer is 'Yes' full particulars of the case, detention, fine, conviction, sentence etc. should be given.

15. Educational Qualification (from Matriculation onwards)

Exam. Passed	University/Board	Roll No.	Year of Passing	Marks Obtained	Max Marks	% age of Marks	Division
Matric							
Hr.Sec/Prep/10+2							
B.A/B.Sc/B.Com.							
M.A/M.Sc./M.Com.							
M.Phil							
SLET/ NET/ JRF							
Ph.D.							
Any Other Exams.							

16. Topic of M.Phil Dissertation:

17. Topic of Research of Ph.D.:

18. List of Publications (Please attach the list)

a) Subject Books (ISSN/ISBN):

b) Research Papers in referred International Journal (ISSN/ISBN) with impact factor (Please attach the list)

c) Research Paper in referred National Journal (ISSN/ISBN) with impact factor (Please attach the list)

19. Research Paper Presented in: (Please attach the list)

a) International Seminar:

b) National Seminar:

20. Teaching Experience:

Name of the Institution	Designation	Date of Appointment	Basic Allowance	Pay/	Relieving date & Reason for Leaving
TOTAL EXPERIENCE	Years:		Months :		

21. Co-Curricular Activities: Position Attained

Debates/Declamation/Quiz/Poetic

Recitation/Literary/Fine Arts/Culture etc.

N.C.C. ('C' Certificate)

N.C.C. ('B' Certificate)

N.S.S. Certificate National Level

22. Sports Position Attained

International Level

National Level

Inter-University Level

23. Two references (not related to you) of which at least one should be holding a responsible position in the line of your occupation

Name	Occupation	Address with Telephone No.

24. Period required for joining the post, if selected:

25. List of Certificates attached:

- | | | |
|----|----|-----|
| 1. | 5. | 9. |
| 2. | 6. | 10. |
| 3. | 7. | 11. |
| 4. | 8. | 12. |

NOTE : Candidate have to submit a separate Self-Appraisal Score Sheet (Category-wise) to Claim Marks as per recruitment criteria issued by the O/o DHE vide Letter No.KW8/36-2009 C-IV (3) dated 18.04.2023.

DECLARATION:

I certify that the information is correct to the best of my knowledge and belief and nothing has been concealed. If any time, I am found to have concealed any material information or given false details, my appointment shall be liable to be cancelled.

Date:.....

Signature of Applicant

CERTIFICATE FROM THE EMPLOYEER (IF EMPLOYED)

The application of Ms./Mrs./Dr.....
who is presently working as.....in
the subject of in (College/Institute Name)
.....is forwarded and
recommended for consideration. In case he/she is selected for employment, he/she will be relieved
from the present position on..... month/day notice.

Place:

Date:

Signature of the Head of the Institution/
Organization (Seal of Office)

SELF APPRAISAL SCORE SHEET

CAT.I : Academic Record : Maximum 20 Marks

S. NO.	PARTICULARS	MARKS	MARKS OF SELF APPRAISAL	PAGE NO. OF SUPPORTING DOCUMENTS
1.	Above 55% marks in Master's degree	0.5 mark for each percentage (maximum 5 marks)		
2.	Above 55% marks in Graduation	0.4 mark for each percentage (maximum 5 marks)		
3.	Above 55% marks in 10+2/Prep	0.3 mark for each percentage (maximum 5 marks)		
4.	Above 55% marks in Matriculation	0.2 mark for each percentage (maximum 5 marks)		

CAT.II : Teaching Experience & Assessment of Administrative Skill : Maximum 35 Marks

A. Teaching Experience : Maximum Marks : 10 Marks

S. NO.	PARTICULARS	MARKS	MARKS OF SELF APPRAISAL	SESSION	PAGE NO. OF SUPPORTING DOCUMENTS
1.	Above 15 Years Teaching Experience	1 mark of each year			

B. Assessment of Administrative Skill : Maximum 25 Marks

(i) Experience of Administrative Responsibilities

S. NO.	PARTICULARS	MARKS	MARKS OF SELF APPRAISAL	SESSION	PAGE NO. OF SUPPORTING DOCUMENTS
1.	Experience as Joint/Deputy/Assistant Director in Directorate of Higher Education, Haryana	1 mark of each year			
2.	Experience as Registrar or any other Administrative Post in any University	1 mark of each year			
3.	Experience as Head of the Higher Education Institution i.e. Principal, Officiating Principal/DDO	1 mark of each year			

(ii) Experience of Key responsibilities in Colleges

S. NO.	PARTICULARS	MARKS	MARKS OF SELF APPRAISAL	SESSION	PAGE NO. OF SUPPORTING DOCUMENTS
1.	Staff Representative or V.C. Nominee in Managing Committee of any College	1 mark of each year Maximum upto 3 marks			
2.	Co-ordinator or Organizing Secretary of International/National/State Conference/Event	1 mark of each year Maximum upto 3 marks			
3.	Bursar	1 mark of each year Maximum upto 3 marks			
4.	N.S.S. Programme Officer	1 mark of each year Maximum upto 3 marks			
5.	YRC Counsellor	1 mark of each year Maximum upto 3 marks			
6.	Hostel Warden	1 mark of each year Maximum upto 3 marks			
7.	Member of Any Statutory Body of University	1 mark of each year Maximum upto 2 marks			
8.	Experience as Associate NCC Officer in HEI (s)	1 mark of each year Maximum upto 3 marks			

(iii) Experience of Key responsibilities in Colleges

S. NO.	PARTICULARS	MARKS	MARKS OF SELF APPRAISAL	SESSION	PAGE NO. OF SUPPORTING DOCUMENTS
1.	Co-ordinator IQAC	1 mark of each year Maximum upto 2 marks			
2.	Editor in Chief, College Magazine	1 mark of each year Maximum upto 2 marks			
3.	Member, College Advisory Council	1 mark of each year Maximum upto 2 marks			
4.	Convenor, University Work Committee	1 mark of each year Maximum upto 2 marks			
5	Convenor, Cultural Affairs Committee	1 mark of each year Maximum upto 2 marks			
6	Convenor, Purchase/Procurement Committee	1 mark of each year Maximum upto 2 marks			
7	Convenor, Building/Works Committee	1 mark of each year Maximum upto 2 marks			
8	Convenor, Sports Committee	1 mark of each year Maximum upto 2 marks			
9	Convenor, Discipline Committee	1 mark of each year Maximum upto 2 marks			
10	Convenor, Internal (Complaint) Committee	1 mark of each year Maximum upto 2 marks			
11	Convenor, Road Safety Club	1 mark of each year Maximum upto 2 marks			
12	Convenor, Red Ribbon Club	1 mark of each year Maximum upto 2 marks			
13	Convenor, Eco Club	1 mark of each year Maximum upto 2 marks			
14	Incharge, Placement Cell	1 mark of each year Maximum upto 2 marks			
15	Incharge, Women Cell	1 mark of each year Maximum upto 2 marks			
16	Incharge, Time-Table Committee	1 mark of each year Maximum upto 2 marks			
17	Incharge, SC/BC Committee	1 mark of each year Maximum upto 2 marks			

Marks of only one experience under Category-II B shall be allowed in one academic year. The Convener/In-charge shall be entitled marks(s) allotted to each category of experience. Similarly, the member(s) of Committee shall also be entitled for 0.25 Mark for each Committee upto maximum marks allotted above. In case of repetition of any assignment/committee under Category-II (B) (ii) & (iii), the maximum marks allotted above, shall be allowed.

CAT.III : Academic/Research Score : Maximum 32.5 Marks

A. (i) List of Research Papers in Peer Reviewed at UGC listed towards.

S. NO.	TITLE OF THE PAPER WITH NAME OF AUTHORS AS APPEARING IN THE PUBLICATION	JOURNAL, VOLUME, ISSUE, YEAR, PAGE NUMBERS	WHETHER FIRST/ CORRESPONDING/ PRINCIPAL (SUPERVISOR) AUTHOR	WHETHER IS PEER- REVIEWED/ UGC LISTED/ SCOPUS INDEXED/ SCI/SSCI*	IMPACT FACTOR AS PER CLARIVTE/THOMSON REUTERS, IF APPLICABLE	ISSN/ ISBN	DOI (IF AVAILABLE)	MARKS OF SELF APPRAISAL	PAGE NO. OF SUPPORTING DOCUMENTS
1									

A. (ii) List of Publication (other than Research Papers).

S. NO.	TITLE OF THE BOOK/CHAPTER IN BOOK	NAME OF PUBLISHER	PLACE OF PUBLICATION	YEAR OF PUBLICATION	NO. OF AUTHORS	ISBN	SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS
1								

B. (i) Development of Innovative pedagogy Contributions

S. NO.	TITLE OF TEACHING LEARNING PEDAGOGY DEVELOPED	NATURE/ANNOVATION/ METHODS	MARKS OF SELF APPRAISAL	PAGE NO. OF SUPPORTING DOCUMENTS
1				

B. (ii) Design of New Curricula and Courses (ICT Mediated)

S. NO.	TITLE OF CURRICULA/ COURSES	LEVEL OF ACADEMIC PROGRAMME	MARKS OF SELF APPRAISAL	PAGE NO. OF SUPPORTING DOCUMENTS
1				

B.(iii) Development of Complete MOOCs in 4 Quadrant (4 Credit Course)

S. NO.	TITLE OF MOOCs	CREDIT HOURS	LEVEL OF ACADEMIC PROGRAMME	MARKS OF SELF APPRAISAL	PAGE NO. OF SUPPORTING DOCUMENTS
1					

B. (iv) Development of E-Content in 4 quadrant for a Compete Course/E-Book

S. NO.	TITLE OF MOOCs	NO. OF MODULES/ LECTURES	LEVEL OF ACADEMIC PROGRAMME	MARKS OF SELF APPRAISAL	PAGE NO. OF SUPPORTING DOCUMENTS
1					

C. (i) Research Guidance

S. NO.	CATEGORY	NO. OF THESIS SUBMITTED	NO. OF DEGREE AWARDED	SINGLE OR JOINT SUPERVISION AS GUIDE OR CO-GUIDE	SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENT
1						

C. (ii) Research Project Completed

S. NO.	TITLE OF PROJECT	NAME OF PI AND CO-PI'S (MENTION ALL)	FUNDING AGENCY	GRANT SANCTIONED	DURATION		SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS
					FROM	TO		
1								

C. (iii) Research Project Ongoing

S. NO.	TITLE OF PROJECT	NAME OF PI AND CO-PI'S (MENTION ALL)	FUNDING AGENCY	GRANT SANCTIONED	DURATION		SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS
					FROM	TO		
1								

D. (i) Patents

S. NO.	PATENT DETAILS	NAME OF PATENTEE	FILE NO. & DATE OF GRANT	PATENT GRANTED BY INTERNATIONAL/NATIONAL/STATE/CENTRAL AGENCY	SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS
1						

D. (ii) Policy Documents

S. NO.	TITLE OF DOCUMENTS	NAME OF INTERNATIONAL BODY/NATIONAL STATE ORGANIZATION WITH ADDRESS	DATE OF SUBMISSION	DATE OF ACCEPTANCE	RESEARCH SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS
1						

D. (iii) Awards/Fellowship

S. NO.	TITLE OF AWARDS/ FELLOWSHIP	TYPE OF AWARDS/FELLOWSHIP (INTERNATIONAL/NATIONAL)	AWARDING AGENCY	YEAR OF AWARD AND DURATION	SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS
1						

E. (i) Invited Lectures/Resource Person/Paper Presentation in Seminars/Conferences {International (Abroad)}

S. NO.	TITLE OF THE LECTURE/TITLE OF THE PAPER	TITLE OF CONFERENCE/ SEMINAR/WORKSHOP	ORGANIZED BY	NAME OF THE COUNTRY	DURATION	SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENT
1							

E. (ii) (Invited lectures/ Resource Person/ paper presentation in Seminars/Conferences [International (Within Country) / National/ State/ University]

S. NO.	TITLE OF THE LECTURE/ TITLE OF THE PAPER	TITLE OF CONFERENCE/SEMINAR/ WORKSHOP	ORGANIZED	INTERNATIONAL/ NATIONAL/STATE/ UNIVERSITY	SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS

E. (iii) Full paper in Conferences Proceedings

S. NO.	TITLE OF PAPER	TITLE OF CONFERENCE/ SEMINAR/WORKSHOP	NAME OF THE JOURNAL	ISSN/ISBN NO.	INTERNATIONAL/ NATIONAL/STATE/ UNIVERSITY	TOTAL APPLICABLE SCORE (100% OR 70% OR 30%)	SCORE CLAIMED	PAGE NO. OF SUPPORTING DOCUMENTS