SHRI RAM COLLEGE OF COMMERCE

Application for the Post of Principal

Date:	Application No.:

Application Fee: Rs.500

Please do not write anything above this line

Bank's Name:

Draft No:

Amount

For detailed information please visit www.srcc.edu

SHRI RAM COLLEGE OF COMMERCE

Application for the Post of Principal

General Details

Post Applied For:　　　　　**PRINCIPAL**

Personal Details

First Name:_____Middle Name:_____Last Name:_____

Parent's/Spouse Name_____Date of Birth_____

Age (as on 01.07.2016)_____Y_____M_____D____Category{Gen/SC/ST/PWD/(OH/VH)}_____

Nationality_____Gender_____Telephone No._____

Postal Address   **Permanent Address**

_____   _____

_____   _____

_____   _____

_____   _____

_____   _____

_____   _____

(Please add additional sheets if required, for teaching /research section in the format as in this form)

Educational Qualifications

Examination	Year	Main/Subjects	Marks (%)	College	University Attended
Bachelor Degree					
Masters Degree					
M.Phil.					

Please mention your specific degree in case of integrated course/programme

Degree	Year of Award	Thesis Title	Date of Registration	University	Date of submission
Ph.D.					
Others Distinctions					

Post-Doctoral Research Experience

Name of University/College/Institution	Post held/Designation	From	To	Experience (in year & months)

Full-time Teaching Experience

Name of University/College/ Institution	Designation	Status (Permanent/Temporary Ad-hoc)	Classes Taught	Course/ Subject	From	To	Experience (in year & months)

Administrative Experience

Name of University/College/ Institution	Designation	Status (Permanent/Temporary Ad-hoc)	Classes Taught	Course/ Subject	From	To	Experience (in year & months)

Present Employment Details

Please indicate, whether you are currently employed: Yes/No (if yes give details and attach self-attested copy of the appointment letter)

Organization Name_____Position Held_____

Date of Appointment_____

Status (Permanent/Temporary/Ad-hoc)_____

Academic Profile

Publications in Relevant Area only

API Score is to be calculated in accordance with screening/shortlisting guidelines (category III) for direct recruitment for the post of Associate Professor and Professor **available on the University website**.

I certify that the points claimed on the basis of being the first, sole or corresponding author is based on the convention adopted by the journal/other publication.

Research Papers/ Review Articles/Conference Proceedings

Title with page nos.	Publication Type	Journal/ISSN/ISBN No.	Referred or not	Publisher (city/country & year of Publication)	Sole/Co-Author	API Score

Research Publications-Books, Chapters, Edited work, Articles etc.

Title with page nos.	Publication Type	Journal/ISSN/ISBN No.	Referred or not	Publisher (city/country & year of Publication)	Sole/Co-Author	API Score

Research Projects

Title	Major/Minor	Period {in years & month (s)}	Total Grant/Funding received	Name of sponsoring funding agency	Outcome of the Project	API Score

Ongoing Consultancy Projects

Title	Stream Science/Arts/Humanities etc.	Name of Awarding/Funding agency	Amount mobilized in received	API Score

Completed Projects

Title	Major/Minor	Funding Agency Acceptance (Yes/No)	API Score

Projects Output (Patent/Technology Transfer/Product/Policy Document)

Title	Project Patent/Tec/Transfer/Product Policy document	National/International Level	API Score

Research Guidance:

Level of Guidance	No. of candidates (s) registered	Thesis submitted (numbers)	Degree awarded (numbers)	API Score
M.Phil.				
Ph. D				

Project Guidance at undergraduate level:

Level of Guidance	No. of candidates (s) registered	No. of years (supervision)	API Score
Undergraduate			

Training Courses (Refresher courses, Methodology, workshop, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development programmes, Faculty Development Programmes):

Name of course/Programme attended	Sponsoring Institution	Duration	API Score

Papers presented in Conferences/workshops/Symposium:

Title/subject of paper	Title/subject of conference/seminar/workshop	Organising Instituion (with city & country)	Conference/symposia workshop (National/ International)	Proceddings published (Yes/No)	API Score

Invited/Special Lectures or Presentations at Conferences/Symposia:

Title/ Academic	Organising Institution (with city & country)	Conference/ symposia workshop (National/ International)	Date of Lecture	Duration (in Mins.)	API Score

Summary of Points out total API points earned as per category III total API points earned:
Summary of Academic Performance Indicator:

S. No	Criteria	API Score claimed	API score distribution as per UGC guidelines (in % total API score)	API score applicable as per UGC guidelines
1	Research papers/Publications etc.		55%	
2	Research Projects		20%	
3	Research Guidance		10%	
4	Training Course and conferences symposia presentations		15%	
	Total API Score			

Miscellaneous Information

Computer Skills (eg. Word processing, spreadsheet,databases or any other specific software with familiarity level of Basic/Intermediate/Advance**)**

ICT Usage	Skills	Specialized Pacakages/Softwares	Familiarity

Mention your most significant contribution as a teacher (in about 100 words)

Mention your most significant research contribution in order of preferences (in about 100 words)

Honours and Awards received (Please provide details in the box below) in chronological order

Notable contributions, if any, beyond what has been mentioned above (Pleas provide details in the box below)

9

Membership/Fellowship of learned Bodies/Societies (Please provide details in the box below)

Participation in Literary, Cultural or other activities (Please provide details in the box below)

Mention your vision for the college for next five years taking into consideration both academic and administrative aspect (in about 100 words.)

Briefly describe your administrative experience including your knowledge or relevant rules (service rues, leave rules, disciplinary rules, General Financial Rules etc.) (in about 100 words)

Disclosure

Have you been debarred or punished for adopting unfair means in any Examination by the Institution/Board or University ? Yes/No**.**

If yes, specify_____

Have your at any time been convicted by court for any criminal offence? Yes/No

If yes, specify_____

Were you ever discharged or dismissed from any previous employment? Yes/No

If yes, specify_____

Three Refrees familiar with your Academic work and Administrative Work

Full Name	Institutional Affiliation	Designation	Institutional Address	Mobile/Phone No.	Email

Declaration

I declare that the statements made and documents enclosed with the application form are true to the best of my knowledge and belief. If any information is found to be incorrect, my candidature is liable to be cancelled and that I may be subject to legal/disciplinary proceedings.

Applicant's Signature

Date:

No Objection from present employer

Please indicate if NOC is not available: Yes/No

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

Name of Head of Institution_____

Designation_____Signature & seal of Head of Instituition_____

Address_____Place_____Date_____