(A)   **Points to be noted by the applicants**

1. The applicant must be a citizen of India.

2. The candidate must possess the minimum qualifications for the post.

3. Applicants must fill-in all the parts (Part-A, Part-B *Annexure-II*, *as the case may be*) of the application form. Incomplete application and application not in the prescribed form and application without photocopies of certificates / mark sheets, proof of date of birth, caste certificate, etc. will be rejected. A list of enclosures must be furnished as provided in the application form.

4. Applicants are advised to give phone numbers and e-mail address in their own interest to facilitate prompt communication.

5. Applicants may attach additional sheet(s) wherever necessary quoting the serial number.

6. Applicants willing to apply for more than one post / department must send separate application forms for each post(s).

7. Application(s) received after the last date as mentioned in the advertisement shall be summarily rejected.

(B)   **Conditions to be fulfilled after appointment**

1. A person appointed to the post of an academic position shall join within one month from the date of appointment, failing which the appointment is liable to be cancelled, provided that in exceptional circumstances, the Vice-Chancellor may extend this period.

2. Before a person appointed to the post of a Teacher joins in his / her post, he / she shall execute an agreement with the university that he / she shall strictly abide by the provisions of the Acts, Ordinances and policies of Madhyanchal Professional University. A Teacher shall also undertake in the agreement to submit to the Vice- Chancellor a self-appraisal report of his / her performance annually.

3. Every person appointed to a post of Teacher shall be on probation for a period of one year. Provided that the period of probation may, for good and sufficient reasons, be extended by the Board of Management for another period not exceeding one year.

4. The person, after joining the post of Teacher, will be subjected to the provisions of the Madhyanchal Professional University Staff Service Conditions.

PART-A
(BRIEF PARTICULARS OF APPLICANT)

	Madhyanchal Professional University **Bhopal – 462044 :: Madhyapradesh** ☎ : 0755-2896691	*Applicants must paste here a recent passport size photograph*
	APPLICATION PRO-FORMA FOR ACADEMIC POSITIONS *(Please read carefully the general conditions / instructions given below before filling in the form)*	

Duly filled applications to be submitted through e-mail along with all mandatory enclosures in a single pdf file with page numbers of enclosures mentioned on the application performa.	**To be returned to: hr@mpu.ac.in** **The Registrar** **Madhyanchal Professional University** **Ratibad,** **Bhopal – 462004, Madhyapradesh.**

1. (a) Advertisement No. & Date:
   (b) Name of the Post applied for :
   (c) Field of specialization opted for out of those specified in the advertisement (if applicable):

2. Name of the Applicant: (in CAPITAL letters)

3. Father's / Spouse's Name:

4. (a) Marital Status: (b) Gender: (c) Blood Group

5. (a) Correspondence address (in CAPITAL letters):   (b) Permanent address (in CAPITAL letters):

   (c) Phone No. — Land line (with STD) — Mobile
   (d) e-mail:

6. Date of Birth (as per Christian era):   Day Month Year

7. Age on the last date of receipt of application as stated in the advertisement: Years Month(s) Day(s)

8. Are you a citizen of India? Write YES or NO

9. (a) Do you belong to Scheduled Caste / Scheduled Tribe / Other Backward Classes / Persons with Disability / Ex-serviceman?
   Write SC/ST/OBC/PWD/Ex-serviceman as the case may be:
   (b) If none, write NONE in the box:

SC	ST	OBC	PWD	Ex-Serviceman

   (c) If you belong to PWD (Persons with Disability), then state the nature of disability as OH (Orthopedically Handicapped), VH (Visually Handicapped) or HH (Hearing handicapped):

OH	VH	HH

10. Religion:

11. If appointed, what notice / how much time would you require for joining the post?

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that the competent authority can take appropriate action against me in case any of the information is found to be incorrect at any stage.

Date:
Place: **Signature of the applicant**
                          Name in full: ……………………………….……
(Applicants must also fill in the PART-B of the Application Form)

PART-B

1. Give particulars of all examinations passed, all degrees and technical qualifications obtained at a University or higher technical institutions of learning, commencing with High School Leaving (10th standard) / Matriculation examination. Please attach photocopies of certificates and marksheets.

Sl. No.	School / College / Institute	Name of the Board / University / Institution	Degree / Diploma passed /obtained	Distinction / Class / Division	Subject (mention field of specialization / major, if any)	% of Marks obtained	Date of passing

2. Particulars of GATE, UGC/CSIR NET/SET/Ph.D. (under new regulations of UGC) clearance.

Nam of the Test	Year	Roll No.	Subject

3. Details of employment, if any (give here particulars of your past and present employment in chronological order starting with present employment):

Sl. No.	Organization / Institution	Position held	Nature of duties / work	Date of joining	Date of leaving	Length of service	Pay scale	Additional remarks about experience, if any*

* Specify if the position is (i) Pre-Ph.D. (ii) Post-Ph.D. (iii) Concurrently in Ph.D.

4.	Details of enclosures sent with this application form:

i)   ii)

iii)   iv)

v)   vi)

vii)   viii)

ix)   x)

5. **Declaration:**

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that the competent authority can take appropriate action against me in case any of the information is found to be incorrect at any stage.

Date: **Signature of the applicant**

Place: **Name in full:** …………………………………………..

Annexure (I)

 Minimum Scores for APIs for direct recruitment of teachers in University Departments and the norms to be considered by the Selection Committees along with other specified eligibility qualifications stipulated in the Regulation.

API Scores	API scores are not mandatory. However those having API scores can furnish the same as per Appendix III Table I (Category I, II and III) as per UGC's regulation, June, 2010. But the candidates are to posses minimum qualification as per Regulations.	Consolidated API score requirement of 300 points from / Research and Academic of APIs (**Annexure I I**)	Consolidated API score requirement of 400 points from APIs (**Annexure I I**)
Selection Committee shall award weightage to a candidate out of total 100 weightages	a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge and Teaching Skills (30%) c) Interview performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%). c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview performance: (20%)	e) Academic Background (20%) f) Research performance based on API score and quality of publications (40%). g) Assessment of Domain Knowledge and Teaching Skills (20%) Interview performance: (20%)

(Framed on the basis of the UGC regulation, June 2010)
To be applicable to fresh/direct recruitment at the level of Asstt. Professor,
Associate Professor)/ Professor.

Brief Explanation: Based on the application information, API scores are to be awarded. The minimum API scores required by teachers under research and academic achievements an different for different posts and between university and colleges. The API score will be based on verifiable criteria and will be finalized by the screening/selection committee. The candidate may enclose the API scores sheet issued by his / her present employer if available.

Candidates applying for the posts of **Associate Professors** and **Professors** must also fulfill the minimum Academic Performance Indicator (**API**) **scores** of 300 and 400 applicable respectively. There shall be no minimum **API score** applicable for the post of **Assistant Professor**.

Sl. No.	APIs	Faculties of Languages Arts / Humanities /Social Sciences / Library / Physical education / Management / Engineering Sciences	Max points allotted	Information to be given by the applicant against each item with supportive documents with API score.
I	Research papers published in:	Refereed Journals	15 / publication	
		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)	10 /Publication	
II	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	50 /sole author; 10 /chapter in an edited book	
		Subjects Books by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.	25 /sole author, and 5/ chapter in edited books	
		Subject Books by Other local publishers with ISBN/ISSN numbers.	15 / sole author, and 3 / chapter in edited books	
		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	5 / Chapter	

III	**RESEARCH PROJECTS**			
a	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above 30.0 lakhs	20 /each project	
		(b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	15 /each Project	
		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh)	10/each Project	
b	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.10.00 lakh	10 per every Rs.10.0 lakhs	
IV RESEARCH GUIDANCE				
	M.Phil.	Degree awarded	3 /each candidate	
	Ph.D	Degree awarded	10 /each Candidate	
		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 (Max: 30 points)	(a) Not less than two weeks duration	20/each	
		(b) One week duration	10/each	
III(E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in		
		a) International conference	10 each	
		b) National	7.5 / each	
		c) Regional/State level	5 /each	
		d) Local – University /College level	3 / each	
III(E) (iv)	Invited lectures or presentations for conferences/ symposia	(a) International	10 /each	
		(b) National level	5 /each	

Signature of the applicant