



## Doon University, Dehradun

### Application Form for Teaching and non Teaching Posts

**Note: Please carefully go through the instructions given in the Doon University website [www.doonuniversity.ac.in](http://www.doonuniversity.ac.in) before filling up the application form including the self assessment API Score Format/Guidelines.**

<p><b>Advertisement No:</b> <u>8/111/2013</u> Dated 21 December 2013</p> <p><b>Last Date of Receipt of Application Form:</b> 20<sup>th</sup> Feb 2014</p>	<p>Registration No: (For Office use Only)</p>	<p style="text-align: center;">Paste your self attested latest photograph</p>
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1. Name of the post applied for:.....
2. Name of the School:.....
3. Applicant's area of specialization: .....
4. Category applied for: **SC / SCW / ST / OBC / OBCW / URW / UR / URPWD**  
(Please circle)

Category Legend:

SC	Schedule Caste	OBC	Other Backward Castes
SCW	Schedule Caste Women	URW	Un-Reserved Women Uttarakhand
ST	Schedule Tribe	UR	Un-Reserved
OBCW	Other Backward Castes Woman	URPWD	Un-Reserved Person with Disability

5. Details of payment of Application Fee (Bank Payment)

DD Number & Date	Amount	Name of the Bank	Issuing Branch's Name

**6. Personal Details of the Applicant:**

(a) Name (in capital letters)	<b>First Name</b>			<b>Middle Name</b>	<b>Surname</b>	
(b) Date of Birth	<b>Day</b>	<b>Month</b>	<b>Year</b>	<b>Age as on the date of advertisement</b>	<b>Years</b>	<b>Months</b>
c) Father's Name						
d) Mother's Name						
e) State of domicile						
f) Nationality						
g) Gender	(Male / Female)					
h) Religion						
i) Marital Status	(Married/ Unmarried)					
j) If physically challenged (attach relevant certificate of disability)						
k) Address of correspondence						
E-mail:						
Mobile number:						
Telephone no. with STD Code						
Fax						

**7. Educational Qualifications (Class XII onwards) (attach additional pages if required)**

S.N.	Certificate/Degree	Name of the Board/ University	Month & Year Passed	Division	% Marks/ OGPA/ CGPA	Subjects studied	Sl. No. of proof/ documents enclosed
1.							
2.							
3.							
4.							
5.							
6.							

8. **Whether qualified UGC/CSIR NET/SLET/SET:** Yes  No

If yes, year of qualifying .....(attach photocopy of the certificate)

9. **Whether Ph.D. awarded :** Yes  No

If Yes, year of award of Ph.D.:.....

Please specify whether the Ph.D. awarded is as per UGC Regulations 2009 Yes  No

If Yes, attach the relevant proof .....

Title of the Ph.D. Thesis awarded.....

**10. Experience in Chronological Order (giving current position/employment first)**

Post held/ Designation	Nature of Employment *	Name & Address of the Employer/ Institution #	Last Salary drawn- Pay Band and AGP	Period of Employment		No. of Years/ Months	Nature of Work/Duties	Sl. No. of proof/ documen ts enclosed
				5				
1	2	3	4	from	to	6	7	8

\* Please mention whether Regular /Temporary/Ad-hoc/Visiting/Guest Faculty/Other)

# Please mention whether Institution or University (Govt./Central/Autonomous/Private/Deemed etc.)

**11. Present Position**

Designation	Name of the Institution	Nature of Institution #	Pay Band and AGP	Gross Pay/Total Salary Per Month (in Rs.)	Sl No. of proof /documents Enclosed

# Please specify whether Govt./Autonomous Body/Self Financing/Private/NGO/ Others

12. **Total Period of Experience (Please ensure that the period of Teaching & Research experience claimed do not overlap)**

Experience		Sl No. of proof/documents Enclosed
a) Teaching	No. of Years & Months	
i) Under Graduation Level		
ii) Graduation Level		
iii) Post Graduation Level		
b) Post-Doctoral: Teaching/ Research		
c) Research Experience (other than the period spent for obtaining M.Phil., Ph.D. Degree)		
d) Other Experience, if any		

13. **Publications, if any (Mention here only numbers. Please enclose details- Title, Publisher, Year of Publication, ISBN No. ISSN No., etc. in a separate page)**

Publications	Published (No.)	ISBN/ISSN No.	Accepted/In Print (No.)	Communicated (other than published/ Accepted)	Sl No. of proof/documents Enclosed
Books					
Books (as co-author)					
Books (edited)					
Chapter in Books					
Research Papers'					
Articles					
Conference Proceedings					
Other Publications/Patents (specify)					

14. **Seminars/Conferences etc.**

Details	In India (No.)	Abroad (No.)	Sl. No. of proof/documents Enclosed
Seminars/Conferences/Workshops/Symposium /Training Programmes etc. <b><i>Organised</i></b>			
Seminars/Conferences/Workshops/Symposium/Training Programmes etc. <b><i>participated as Paper Contributor/Presenter</i></b>			
Seminars/Conferences/Workshops/Symposium/Training Programmes etc. <b><i>attended only</i></b>			

**15. Membership of Professional Body/ies**

Name of the Professional Body	Annual Membership	Life Membership	Membership No.	Sl No. of proof/documents Enclosed

**16. Research Guidance (No. of Students awarded M.Phil./Ph.D.)**

Status- Supervisor or Co Supervisor	M.Phil. (No.)	Ph.D. (No.)	Sl. No. of proof/documents Enclosed

**17. Research Projects Undertaken (other than that for a Research Degree)**

Subject /Topic of Research	Major or minor	Date of Commencement	Date of Completion	Total Grants/ fund received (in Rs)	Funding Agency	Whether outcome/ outputs sent to sponsoring agency	Whether the final report accepted by the agency	Sl. No. of proof/ documents Enclosed

**18. References (Please give three references which are not your relatives)**

	Referee-1 (Present Employer)	Referee-2	Referee-3
Name & Complete Postal Address			
E-Mail			
Phone/Cell			

19. Are you willing to accept the minimum initial pay in the grade? If not, state reasons for claiming higher starting pay.

20. **Total No. of self attested testimonials attached** (Applications without self attested testimonials will not be entertained)

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**Declaration by the Applicant:**

I ----- Son/Daughter of ----- hereby declare that all the information and facts made in this application are true, complete and correct to the best of my knowledge and belief and that nothing has been concealed and distorted. In the event of any information found false or incorrect or ineligibility being detected before, during or after the Selection Committee and Executive Council meetings, my candidature/appointment may be cancelled by the University without any notice or compensation.

I also declare that no vigilance case, enquiry, investigation of any nature, whatsoever, has ever been held or is pending against me.

Signature of the Applicant.....

Name (in block letters): .....

Date: .....

**(Note : Application not signed by the candidate liable to be rejected.)**

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**Endorsement by the Employer**

(The endorsement below is to be signed & forwarded by the Head of the Institution/Employer of the organization/institution in the case of the in-service candidate)

**Forwarded to Doon University, Dehradun**

This is to certify that Dr./Mr./Mrs./Ms -----, an applicant for the post of ----- in Doon University, has been working in this organization namely ----- on the post of ----- in a ----- capacity with effect from ----- in the Pay Band and AGP of Rs. ----- . He/ She is drawing Pay Band and AGP of Rs. -----.

Further, it is certified that the applicant possesses requisite qualifications /experience as per the post advertised. No disciplinary/vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application being considered by the Doon University, Dehradun.

Signature of Forwarding Officer -----

Name:-----

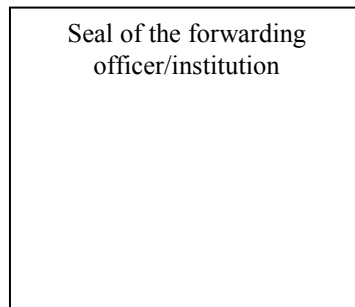
Designation: -----

E-mail: .....

Phone..... Fax.....

Place: -----

Date: -----





DOON UNIVERSITY, DEHRADUN

## Academic Performance Indicators (API) for Direct Recruitment of Associate Professor and Professor

### API SCORE SHEET

(To be filled in by the Candidate for the Post of Associate Professor and Professor)

#### Minimum API Score Required:

Direct Recruitment of Associate Professor/equivalent Cadre (Stage 4)	Minimum Essential Qualification and consolidated API Score of <b>300 Points</b> from Category III of API
Direct Recruitment of Professor/equivalent Cadre (Stage 5)	Minimum Essential Qualification and consolidated API Score of <b>400 Points</b> from Category III of API

**Note 1 : If there are more than one author of research paper/ PI and Co-PI in A Research Project the points will be shared as follows:**

Of the total score for the relevant category of Publication/Project by the concerned teacher, the First/ Principal author and the corresponding author/ supervisor/ mentor of the teacher/PI would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

**Note 2: The API( Score for paper in refereed journals 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.

**Note 3: 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)]**

**# For all publications in Journals, Proceedings and Books, please also enclose the photocopy of the First Page of the Publication along with the list of publications (giving Current IMPACT FACTOR of each publication, wherever applicable)**

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**(Annexure I)****API SCORE SHEET****Category-III: Research and Academic Contributions**

<b>III A.</b>		<b>Research Papers (Published in Journals)**</b>			
<b>Faculties of Engineering/ Agriculture/ Veterinary/ Medical Sciences/ Science</b>	<b>Faculties of Languages/Arts/Humanities/Social Sciences/Library/Management</b>	<b>Maximum Points</b>	<b>No of Research Papers</b>	<b>Self Assessed Score</b>	<b>Score verified by Screening Committee</b>
1. Refereed Journals with ISBN/ISSN Numbers <i>(Attach a list of Publications in Annexure I)#</i>	1. Refereed Journals with ISBN/ISSN Numbers <i>(Attach a list of Publications in Annexure I)#</i>	15/ Publication			
2. Non-Refereed but recognized and reputable Journals and periodicals having ISBN/ISSN Numbers <i>(Attach a list of Publications in Annexure II)</i>	2. Non-Refereed but recognized and reputable Journals and periodicals having ISBN/ISSN Numbers <i>(Attach a list of Publications in Annexure II)</i>	10/ Publication			
3. Conference Proceedings as Full Papers, etc. (Abstract not to be included) <i>(Attach a list of Publications in Annexure III)</i>	3. Conference Proceedings as Full Papers, etc. (Abstract not to be included) <i>(Attach a list of Publications in Annexure III)</i>	10/ Publication			
<b>TOTAL</b>					

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**(Signature of the Candidate)**

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<b>III B. Research Publications (Books/Monographs)</b>					
Faculties of Engineering/ Agriculture/ Veterinary/ Medical Sciences/ Science	Faculties of Languages/Arts/Humanities/ Social Sciences/Library/Management	Maximum Points	No of Research Papers	Self Assessed Score	Score verified by Screening Committee
Text or Reference Books/ Journals published by International Publishers with an established peer review system ( <i>Attach a list of Publications in Annexure IV</i> )	Text of Reference Books Published by International Publishers with an established peer review system( <i>Attach a list of Publications in Annexure IV</i> )	50/ sole author, 20/ Editor 10/ chapter in an edited book			
Subject Books/ Journals by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers. ( <i>Attach a list of Publications in Annexure V</i> )	Subject Books/ Journals by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers. ( <i>Attach a list of Publications in Annexure V</i> )	25/sole author 10/Editor 5/chapter in edited books			
Subject Books by Other local publishers with ISBN/ ISSN numbers( <i>Attach a list of Publications in Annexure VI</i> ).	Subject Books by Other local publishers with ISBN/ ISSN numbers ( <i>Attach a list of Publications in Annexure VI</i> ).	15/sole author 6/Editor 3/chapter in edited book			
Chapters contributed to edited knowledge based volumes published by International Publishers. ( <i>Attach a list of Publications in Annexure VII</i> )	Chapters contributed to edited knowledge based volumes published by International Publishers. ( <i>Attach a list of Publications in Annexure VII</i> )	10/Chapter			
Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ ISSN numbers and with numbers of national and International directories( <i>Attach a list of Publications in Annexure VIII</i> )	Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ ISSN numbers and with numbers of national and International directories. ( <i>Attach a list of Publications in Annexure VIII</i> )	5/ Chapter			
<b>TOTAL</b>					

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(Signature of the Candidate)

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III (C) RESEARCH PROJECTS						
Type, Progress and Outputs of Projects	Faculties of Engineering/ Agriculture/ Veterinary/ Medical Sciences/ Science	Faculties of Languages/ Arts/ Humanities/ Social Sciences/Library/Management	Maximum Points	No of Research Papers	Self Assessed Score	Score verified by Screening Committee
(i) Sponsored Projects carried out/ ongoing@	(a) Major Projects amount mobilized with grants above 30.0 lakhs. <b>(Attach a list in Annexure IX)</b>	Major Projects amount mobilized with grants above 5.0 lakhs. <b>(Attach a list in Annexure IX)</b>	20/each Project			
	(b) Major Projects amount mobilized with grant above 5.0 lakhs upto 30.0 lakhs. <b>(Attach a list in Annexure X)</b>	Major Projects amount mobilized with grant above 3.00 lakhs upto 5.00 lakhs. <b>(Attach a list in Annexure X)</b>	15/each Project			
	(b) Minor Projects amount mobilized with grant above 50,000 thousand upto 5 lakhs) <b>(Attach a list in Annexure XI).</b>	Minor Projects (Amount mobilized with grant above 25,000 thousands upto 3 lakhs) <b>(Attach a list in Annexure XI).</b>	10/each Project			
(ii) Consultancy Projects carried out/ ongoing@	Amount mobilized with minimum of Rs.10.00 lakh <b>(Attach a list in Annexure XII).</b>	Amount mobilized with minimum of Rs.2.00 lakh. <b>(Attach a list in Annexure XII)</b>	10/each 2/each			
(iii) Completed projects Quality Evaluation@	Completed project Report (Acceptance from funding agency). <b>(Attach a list in Annexure XIII)</b>	Completed project report (Accepted by funding agency). <b>(Attach a list in Annexure XIII)</b>	20/each major project and 10/each minor project			
(iv) Project Outcome/ Output	Patent/ Technology transfer/Product/Process. <b>(Attach a list in Annexure XIV)</b>	Major Policy document of Govt. Bodies at Central and State level. <b>(Attach a list in Annexure XIV).</b>	30/each national level output or patent/ 50/ each for International level			
<b>TOTAL</b>						

**@ Enclose a copy of the letter received from the Funding Agencies/Sponsor, approving/sanctioning the Project giving the Amount Sanctioned and Tenure of the Project.**

**(Signature of the Candidate)**

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<b>III (D): Research Guidance</b>					
<b>Degree</b>	<b>Faculties of Engineering/ Agriculture/ Veterinary/ Medical Sciences/ Science</b>	<b>Faculties of Languages/ Arts/ Humanities/ Social Sciences/Library/ Management</b>	<b>Maximum Points</b>	<b>Self Assessed Score</b>	<b>Score verified by Screening Committee</b>
(i) M.Phil.@	M.Phil./M.Tech/M.Pharm/ MD/ MS/ MDS/DNB/LLM	Degree awarded only	Degree awarded only:3		
(ii) Ph.D.@	Ph.D.	Degree awarded	Degree awarded:10		
		Thesis Submitted	Thesis Submitted:7		
<b>TOTAL</b>					

*@ For Joint supervision the score shall be equally divided*

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(Signature of the Candidate)

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III(E) TRAINING COURSES AND CONFERENCE/SEMINAR/WORKSHOP PAPERS						
API's	Faculties of Engineering/ Agriculture/ Veterinary/ Medical Sciences/ Science	Faculties of Languages/ Arts/ Humanities/ Social Sciences/Library/Management	Maximum Points	No of Research Papers	Self Assessed Score	Score verified by Screening Committee
(i) Refresher courses, Methodology, workshop, Training, Teaching- Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes <b>(Max:30 points)</b>	(a) Not less than two weeks duration. <b>(Attach a list in Annexure XV)</b>	(a) Not less than two weeks duration. <b>(Attach a list in Annexure XV)</b>	20/each			
	(b) One week duration. <b>(Attach a list in Annexure XVI)</b>	(b) One week duration. <b>(Attach a list in Annexure XVI)</b>	10/each			
Papers in Conferences/ Seminars/ Workshops etc.** <b>(Attach separate list for a –d in Annexure XVII)</b>	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			
	d) Local-University/ College level	d) Local-University/ College level	3/each			
(iii) Invited lectures or presentations for conferences/ symposia. <b>(Attach separate list for a –b in Annexure XVIII)</b>	(a) International	(a) International	10/each			
	(b) National level	(b) National level	5/each			
TOTAL						

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(Signature of the Candidate)

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**(Annexure II)**

**TOTAL API SCORE AND  
WEIGHTAGE SCORE OUT OF 40 FOR SCREENING COMMITTEE CRITERIA:  
Research Performance based on API Score and Quality of Publications**

Category	API's	Total Self Assessed SCORE	Total Score out of 40	Verified by the Screening Committee
III (A)	Research Papers (Published in Journals)			
III (B)	Research Publications (Books/Monographs)			
III (C)	Research Projects			
III (D)	Research Guidance (As Supervisor or Co-Supervisor)			
III (E)	Training Courses And Conference /Seminar/Workshop Papers			
<b>TOTAL</b>				

Date:.....

\_\_\_\_\_  
(Signature of the Candidate)

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**Name & Signatures of Screening Committee Members:**

1. -----
2. -----
3. -----
4. -----

Date: \_\_\_\_\_



**DOON UNIVERSITY, DEHRADUN**  
**Guidelines for Short-listing of Candidates to be called for**  
**Interview for Teaching Positions in Doon University**

**General**

- (i) Applications submitted by candidates who do not satisfy minimum eligibility criteria (as per UGC Regulations 2010 amended from time to time) shall be rejected.
- (ii) NET/SLET is a prerequisite for appointment as Assistant Professor. However, exemption from NET/SLET shall be granted as per UGC norms.
- (iii) Marks will be allotted to each of the eligible candidates using the UGC/University guidelines. The final marks obtained by the candidates will be used to rank them for short listing for interview.
- (iv) The total Selection Committee weightage shall be 100, which shall be subdivided based on the following criteria for different teaching posts as given in the Table below. Out of the maximum score of 100, 80 score shall be for Career Profile and 20 for Performance in the Interview.

**Note 1:** As per UGC Gazette Notification API Score will be used for screening purpose only and will have no bearing on expert assessment of candidate. Provided also that the API score claim of each of the sub-categories in the category III (Research and Publication and Academic Contributions) will have the following cap to calculate the total API Score:

Sub-Category	Cap as % of API cumulative score in application
III (A): Research papers (Journals, etc.)	30%
III (B): Research publications (Books, etc.)	25%
III (C): Research Projects	20%
III (D): Research Guidance	10%
III (E): Training Courses and Conference/ Seminar, etc.	15%

**Selection Committee Criteria and their Weightage Scores**

[Based on UGC Regulations, 2010 – Appendix – III Table – II(c)]

SN	Criteria	Scores (Weightage) for Teaching Posts		
		Assistant Professor	Associate Professor	Professor
1	Academic Record and Research Performance	50	-	-
2	Academic Background	-	20	20
3	Research Performance based on API Score and Quality of Publications	-	40	40
4	Assessment of Domain Knowledge and Teaching Skills	30	20	20
5	Interview Performance	20	20	20
	TOTAL	100	100	100

**1. Academic Record/Background (Score: Assistant Professor – 50; Assoc. Prof. and Professor - 20):** For Academic Record/Performance there shall be Three Categories as follows:

**Category I:** 45.0% - 54.9% or OGPA 4.5 – 5.4 on 10 Point Grade Scale

**Category II:** 55.0% - 64.9.0% or OGPA 5.5 - 6.4

**Category III:**  $\geq 65.0\%$  or OGPA  $\geq 6.5$

CGPA shall be considered only in such cases where the Mark-sheet (Transcript) provides CGPA.

**1.1 Maximum Score Allotted to Each Category**

SN	Certificate/Degree/National Tests	Categories*					
		I		II		III	
		Astt. Prof (50)	Assoc Prof/Prof (20)	Astt. Prof (50)	Assoc Prof/Prof (20)	Astt. Prof (50)	Assoc Prof/Prof (20)
1	High School	4	1	5	1.5	6	2
2	Intermediate	5	1	6	1.5	7	2
2A	OR Higher Secondary only* (in lieu of High School & Intermediate)	9	2	11	3	13	4
3	Undergraduate (BA/B Sc/B Com)	10	2	12	3	14	3
4	Post Graduate (MA/M Sc/M Com)	12	3	14	4	18	5
5	Ph.D.**	5	8	5	8	5	8

\* Scores for Higher Secondary or High School + Intermediate to be considered as applicable.

\*\* Ph. D. as per UGC Regulations July 2009

**Note: If a candidate has UG/PG/Ph.D. degrees in more than one subject, only degrees in the relevant subject shall be considered.**

**2. Research Performance based on API Score and Quality of Publications (Score: Assoc. Professor & Professor - 40)**

As per Category III of UGC Regulations 2010 API details shall be filled in by the Candidate in the Proforma (*Annexure I & II*). The details shall be **verified by the Screening Committee**.

**3. Assessment of Domain Knowledge and Teaching Skills (Score: Asst. Professor – 30; Assoc. Professor & Professor - 20)**

This will be assessed on the basis of

- (i) **Domain Knowledge**
- (ii) **Teaching Skills**
- (iii) **Power Point Presentation**

The Scoring shall be done by the **Selection Committee** in a Proforma.

**4. Interview Performance (Score: Asst. Professor, Assoc. Professor & Professor - 20)**

The Candidate shall be interviewed by the Selection Committee and Marks awarded out of 20 on the basis of his/her performance.

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