



APPLICATION FORM FOR THE POST OF DEAN

(Note: Please go through instructions given in the website www.himtu.ac.in carefully before filling-up the Application Form

SECTION B:**CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATION ACTIVITIES****12. EDUCATIONAL QUALIFICATIONS (Starting with highest degree obtained):**

Sl. No.	Examination/Degree	Name of Board/ College/University	Percentage of Marks/Final Grade	Subject(s)	Year of Passing/ award

(Please attach photocopies in support)

13. Whether Ph.D. awarded : Yes ☐ No ☐ If Yes, indicate the year of award.....

14. Title of Ph.D. thesis awarded.....

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15. Details of Employment Experience: (In chronological order starting with the most recent)
(Attach separate sheet if necessary)

Sl. No.	Name of Employer/Status of Institute/University (Govt./Quasi Govt./Autonomous etc.)	Post held/ Designation	Period of Employment		Basic salary last drawn, pay scale and Grade Pay	Nature of duties
			From	To		

Important/unique contribution (s) at work, if any

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 16. Summary of experience/performance

Teaching Experience	From	To	Total	
			Years	Months
i. Under Graduate				
ii. Post Graduate				
iii. Total Teaching Experience				
iv. Participation in production of Educational TV				
v. Short term/Continuing Education / Specialist Courses conducted				
Research Experience				
vi. Research Experience other than the period spent for obtaining M.Phil./Ph.D. Research Degree				

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

17. Co-curricular, extension and professional development related activities

- 1) Student related co-curricula, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling).

Sl No.	Description

- 2) Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.

Sl No.	Description

- 3) Professional development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, etc.)

Sl No.	Description

CATEGORY - III: RESEARCH AND ACADEMIC CONTRIBUTION

18. RESEARCH PUBLICATIONS

(a) Books- Self authored/co-authored/edited (Please attach separate sheet, if necessary)

Sl. No.	Title of the Book (s)	Whether Sole Author or Co-author	Name of Publisher (with city/ country)	Month & year of publication	Refereed or Non-refereed	ISBN/ ISSN No.

18. (b) Chapters contributed in edited books (Please attach separate sheet, if necessary)

Sl. No.	Title of Chapter (s)	Title of the Book(s)	Whether Sole Author/ Co-author	Name of Publisher (with city/ country)	Month & year of Publication	Refereed or Non-refereed	ISBN/ ISSN No.

18. (c) Research Articles/Papers published in Journals /Periodicals /Conference proceedings/Newspapers (Please attach separate sheet, if necessary)

Sl. No.	Title of research article / paper(s)	Name of journal (with city/ country)	Whether Sole Author/ Co-author	Month & year of publication, volume, no. & page nos.	Whether Refereed / non-refereed	ISBN/ ISSN No.	Level (Int./ Nat./ State/ Local)	Impact Factor

19. Research Projects Undertaken (other than that for a research degree)
(Please indicate: (a) Major Projects; (b) Minor Projects; (c) Consultancy Projects; (d) Completed Research Projects; (e) Ongoing Research Projects; (f) Whether Outcome/Output of Projects/Policy Document forwarded to Sponsoring/Funding Government Agency(s) etc.)
(Please attach separate sheet, if necessary)

Sl. No.	Title/Subject of Research Project(s)	Whether major or minor project	Date of Commencement	Date of Completion	Total Grants / Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Whether Outcome / Outputs sent to Sponsoring Govt. Agency	Whether final report published as monograph book

20. Research Guidance: Number of scholars who have been awarded M.Phil/Ph.D. degree under your supervision both as Guide and/or Co-Guide:

Name of Degree	Submitted	Awarded
(i) M.Phil Degree		
(ii) Ph.D Degree:		

III. E TRAINING COURSES AND CONFERENCE/SEMINAR/WORKSHOP/PAPERS

21. Refresher Course, Methodology, Workshops, Training, Faculty Development Programs, etc. attended.
(Please attach separate sheet, if necessary)

Sl. No.	Name of Course attended	Sponsoring Institution	Duration From___ to___

22. Papers presented in Regional/National and International Seminars/Conferences/Workshop/Symposium. Indicate whether the Conference Proceedings are published.
(Please attach separate sheet, if necessary)

Sl. No.	Title/Subject of paper presented	Subject of Conference / Seminar / Symposium / Workshop	Organizing Institution/ and Name of City/ Country	Duration From __ to__	Whether the proceedings published Yes/No

23. Lecture/Special Lectured in Institutions of repute within the country and outside. (Please attach a separate sheet if necessary)

Sl. No.	Title/Subject of Lecture delivered	Name and Place of Institution	Date of Lecture	Duration

OTHER MISCELLANEOUS INFORMATION

24. (a) Membership/Fellowship of other institutions/professional societies:

- (b) Other activities/Responsibilities:

- (c) Any other relevant information, if not given above:

25. (a) Has there been any break in your academic career? If so, give details.

- (b) Have you been punished during your studies at College/University? If so, give details.

- (c) Have you been punished during your services or convicted by a court of law? If so, give details.

- (d) Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? If yes, give details in a separate sheet.

- (e) Do you have any case pending against you in any court of law? If yes, give details.

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

27. If selected for appointment, what notice would you require for joining the post?

28. References: Please provide names of three persons who are not related to you and are familiar with your work/professional experience/accomplishment

Name and address	1	2	3
Contact Address			
Email:			
Phone (landline) with STD Code			
Mobile Phone No.			
Fax with STD Code			

(i) (ii).....

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Please indicate how you fulfill the essential as well as desirable qualifications prescribed in the advertisement

29. List of Enclosures:

	(a) Copies of Mark-sheets & certificate of educational Qualification etc.
	(b) Copies of certificate of Teaching & Research experience.
	(c) List of publications with details, reprints of papers published and acceptance letters (in case accepted papers/articles etc.)
	(d) Copies of other relevant certificate & documents
	(e) Copies of Experience Certificates

30. **DECLARATION TO BE SIGNED BY THE CANDIDATE**

I hereby declare that the information given by me in the application is true, complete and correct to the best of my knowledge and belief and that nothing has been concealed or distorted. If at any time, I am found to have concealed/distorted any information or given any false statement, my application/appointment shall liable to be summarily rejected/terminated without notice or compensation.

Date: _____

Place: _____

(Signature of the Applicant)

Note : Unsigned application is liable to rejection.

- 31 Forwarding letter from present employer of the applicant (in case of in-service candidates, the application must be endorsed/forwarded by the Head of the Department/Employer. However an advance copy may be sent directly to the Registrar, H.P. Technical University, Hamirpur)

Forwarded with the remarks that Shri/Ms._____ is working in this organization in the capacity as_____ from _____ to _____ and the institution/organization has no objection to the candidature of the applicant being considered for the post applied for as above. It is certified that no disciplinary/vigilance case is contemplated or is pending against the said applicant.

Place:_____

Date:_____

Fax:_____

E-mail:_____

Signature of Head of the Institution

Name:_____

Designation:_____

Address:_____