

Serial No.



Rs. 300/-

**GENERAL (TEACHING POST)
ALIGARH MUSLIM UNIVERSITY,
ALIGARH-202 002**

Advt. No..... Dated.....
Sl. No. & Name of the Post Applied for

Department.....

Particulars of Payment of application fee

SL. NO	DD/CR		Issuing Office	Value (Rs.)
	No.	Date		

Passport size recent
Photograph
duly signed by the
applicant

INSTRUCTIONS TO CANDIDATES FOR APPOINTMENT

- All applications should be sent to the Deputy Registrar, Selection Committee Section, Aligarh Muslim University, Aligarh. Application received after the prescribed date will not be entertained except by special permission of the Vice-Chancellor.
- Candidates should send their applications by Registered Post (A.D.). Any change in the mailing address should be immediately notified to the Deputy Registrar. However the University does not accept any responsibility for redirection of communication to the new address. Candidates must arrange for the redirection of communication to their new address, if any.
- Application fee once received shall not be refunded
 - Candidates applying from outside India should also send their application fee alongwith their application. The amount of application fee must not fall short of the prescribed fee when application converted in Indian currency.
- Candidates should send self attested copies of their degrees or diploma certificates or other certificates alongwith respective marksheets of their qualifications and their Matriculation or equivalent certificates in support of their declaration of age, originals should not be sent with the application but should be produced at the time of interview. If any enclosures (books, publications, manuscripts. etc.) are to be sent they should be sent alongwith the application and not separately, otherwise, they are liable to be misplaced.
 - Candidates may send copies of testimonials from persons intimately acquainted with their work and character. They must also give the names and addresses of two persons in India to whom references can be made. If they have been in employment, they should either give their present or most recent employers or immediate superiors as one of the referees or submit recent testimonials from them. If, however, the posts for which they are applying are under their present employers they must name atleast one of them as their referee Original testimonials should not be sent unless asked for.
- Candidates already in service, whether in a permanent. Quasi-permanent or temporary capacity, must apply through their employers. They may, however, if they so desire, submit advance copies of their applications direct to the University. These will be considered provisionally but the original application must ordinarily reach the university within a fortnight after the closing date, if there is further delay in forwarding of the applications, the candidate should, if and when called for interview, bring with them the written permission of their Head of the Department or Office as the case may be. In the absence of such permission the candidates may not be interviewed.
- Canvassing in any form will disqualify candidate.
- The University reserves the right to call or not to call any candidate for interview. The summoning of candidates for interview, conveys no assurance whatsoever that they will be selected.
- Appointment orders to selected candidates will be issued by the University. No correspondence will be made with candidates who are not selected.
- Candidates must be in sound bodily health. They must, if selected, be prepared to undergo such Medical Examination and satisfy such Medical Authority as the University may direct.
- Candidates are advised to satisfy themselves before applying, that they possess atleast, the essential/desirable qualifications laid down in the advertisement.
- After joining the service of the University, the candidates will have to abide by the Rules Regulations, Statutes and Ordinances of the University made from time to time.

Intimation about the date of interview will be sent to the candidates applying from outside India but the University will not be responsible for any postal delay. Such candidates may come to attend the interview on their own risk as the date of interview may be postponed. However, if such candidates wish to be considered in absentia they may send request alongwith the application.

ALIGARH MUSLIM UNIVERSITY

POST APPLIED FOR DEPTT. OF

1. Candidate's Name in full (Mr./Mrs./Miss)
(In Capital Letters)
2. Father's/Husband's Name in Full
3. Mother's Name
4. Permanent Address in full
5. Date of Birth (in Christian era) 6. Place and State of Birth
7. Marital Status 8. Nationality
9. Do you belong to SC/ST/BC ? (if so, please state clearly and attach certificate in support thereof). **No**
10. Schools, Colleges and University attended.

S. No.	Name of School	Name of College	Name of University/Board	Period of Stay	
				Year of Joining	Year of Leaving
1.					
2.					
3.					

11. Scholarships and fellowships with details,
- (a) at Undergraduate level :
-
-
- (b) at Graduate level :
-
-
- (c) at Post-graduate level :
-
-

12. Educational Qualifications

Sl No.	Examination Passed	Subjects	Class/Div. with Hons. or distinction	%age of Marks	Name of Univ./Board	Year of Passing	Remarks
1	2	3	4	5	6	7	8

Title of Ph.D. Thesis.....

13. Details of Employment (starting from the present position) :

S. No.	Institute	Designation	Period		Reasons for leaving	Nature of Duties
			From	To		
1.						
2.						
3.						

14. Teaching and Research experience:

	Class	Years
(a) Teaching		
(i) Undergraduate level		
(ii) Post-graduate level		
(b) Research		
(i) At Post graduate level.		
(ii) At Post-doctoral level		
(c) Supervisor for research degrees (Give number)		

Degree	Awarded	Thesis/Dissertation	No. of Research Scholars working under him/her
(1)	(2)	(3)	
1. Ph.D.			
2. M. Phil.			
3.			

- (d) (i) Details of being an eminent scholar.....
.....
- (ii) Details of significant contribution to knowledge.....
.....
- (iii) Evidence of being actively engaged in research or innovation or in teaching methods or production of teaching material.....
.....
- (iv) Experience of Industry or Professional Field which should include innovation and/or Research development.....
.....

15. (a) If at present employed, basic salary and allowances (state separately) :

Scale of Pay : Rs. Present Basic Pay Rs.
Allowances Rs..... Total

(b) Date of next increment

(c) Is he/she willing to accept the minimum initial pay in the scale? If not, the pay expected with reason.....
.....

16. Particulars of visits abroad :

S. No.	Country	Date	Duration	Purpose
1.				
2.				
3.				

17. If appointed, joining time required from the date of appointment.

18. * Research Publications:

Publications	Published (No.)	Accepted for Publication (No.)
(a) Books		
(b) Research Papers		
(c) Articles		
(d) Papers read at conferences (Give numbers)		

(* Please give on separate sheet the title of books/papers/articles. etc. published and/or presented, together with the names, volumes and years of journals and attach abstracts of copies of papers.)

19. Mention briefly your extra-curricular activities, including the administrative post held, if any, under the following heads (Use separate sheet, if necessary) :
- University administration.
 - Extra-curricular activities of students.
 - Residential life of students.
 - Literary, cultural or other activities (eg. Attainment in sports, NCC etc).
20. Any other work relevant to the qualification for the post applied for done since leaving college with dates.
21. Name of any post with particulars, for which the applicant may have applied already which has not yet been disposed off.
22. Name of not more than three persons intimately acquainted with his/her work and character from whom copies of testimonials are enclosed:
-
 -
 -
23. Name and Addresses of the two referees, who should be responsible persons, not related to the candidate but well acquainted with him/her in private life, and not connected with his/her school or college. If employed, one of the following referees should be present or most recent employer.

S.No.	Name & Designation of referees	Full address, with Phone/Fax No.	Period for which he has known to the candidate
1.			
2.			

24. 1- (i) Have you ever been arrested/prosecuted/kept in detention/bound down/fined/convicted by a court of Law or whether any case is pending against you in a Court of Law?
- (ii) Have you even been debarred from any examination/rusticated by any University or any other educational institution or whether any case is pending against you in any University or any other educational institution?
- 2- If the answer to any of the above question is 'Yes' give details:

.....

.....

.....

25. Additional remarks *

(* Applicants may mention any special qualification or experience which do not fall under the above heads. Also state briefly why do you consider your self fit for the post applied for. Use separate sheet and enclose, if necessary).

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III B (ii) Full papers in Conference Proceedings

S.No.	Title with page nos.	Details of Conference Publication	ISSN/ISBN NO.	No. of Co-author	Whether you are the main author	API Score

III B (iii) Books Published as single author or as editor

S.No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of Co-authors	Whether you are the main author	API Score

III C Research Projects

S.No.	Academic Indicators	Engineering/ Agriculture/ Vateriaary Science/ Sciences/Medical Science	Faculties of Languages Arts/Humanities/ Social Sciences/Library Science/Physical Education/Management	Maximum Score
III(C) (i)	Sponsored Projects Carried out/ ongoing	(a) Major projects amount mobilized with grants above 30.0 lakhs	Major projects amount mobilized with grants above 5.0 lakhs	20/each Project
		(b) Major projects amount mobilized with grants above 5.0 lakhs upto 30.00 lakhs	Major projects amount mobilized with minimum of Rs. 3.00 lakhs upto 5.00 lakhs	15/each Project
		(c) Minor Projects (amount mobilized with grants above Rs. 50,000 upto Rs. 5.00 lakh)	Minor Projects (amount mobilized with grants above Rs. 25,000 upto Rs. 3.00 lakh)	10/each Project
III (C) (ii)	Consultancy Projects Carried out/ ongoing	Amount mobilized with Minimum of Rs. 10.00 lakhs	Amount mobilized with minimum of Rs. 2.00 lakhs	10 per every Rs. 10.0 lakhs and Rs. 2.0 lakhs respectively.
III (C) (iii)	Completed projects: Quality Evaluation	Completed Project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20/each major project and 10/each minor project.
III (C) (iv)	Projects Outcome/Outputs	Patent/Technology transfer/product/process	Major Policy document of Govt. Bodies at Central and State level	30/each national level output or patent/50/each for International level.

III (C) (i & ii) Ongoing Projects/Consultancies

S.No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. Lakh)	API Score

III (C) (iii & iv) Completed Projects/Consultancies

S.No.	Title	Agency	Period	Grant/Amount Mobilized (Rs lakh)	Whether policy document/patents as outcome	API Score

III (D) Research Guidance

III (D) (i)	M.Phil	Degree awarded only	Degree awarded only	3/each candidate
III (D)(ii)	Ph.D.	Degree awarded	Degree awarded	10/each candidate
		Thesis submitted	Thesis submitted	7/each candidate

III (D) Research Guidance

S.No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M. Phil or equivalent				
Ph.D. or equivalent				

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	(a) Not less than two week duration	20/each
		(b) One week duration	(b) One week duration	10/each
III (E) (ii)	Papers in Conferences/Seminars/Workshops etc.**	Participation and Presentation or research papers (oral/poster) in	Participation and Presentation or research papers in (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 (E) (iii)	Invited lectures or presentations for conferences/symposia	(a) International	(a) International	10/each
		(b) National level	(b) National level	5/each

III (E) (i) Training Courses and Conference/Seminar/Workshop Papers

S.No.	Programme	Duration	Organised by	API Score

III (E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia etc. **

S.No.	Title of the Paper presented	Title of Conference/Seminar	Organized by	Whether International/national /state/regional/college or university level	API Score

(E) (iii) Papers presented in Conferences, Seminars, Workshops, Symposia etc.

S.No.	Title of Lecture/Academic Session	Title of Conference/Seminar	Organized by	Whether International/national	API Score

*Wherever relevant to any specific discipline, the API score for paper in refereed journal 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.

** 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)).

Note: The API for joint publication will have to be calculated in the following manner:

Case 1: Two authors – A and B

Description	Group-1	Group-2	A	B
If author A is the first/principal author and B is the second author but as a corresponding author/supervisor/mentor then both A and B shall get 50% each since in such a case, remaining 40% share is NIL	A, B		50%	50%
If author A is the first/principal author and B is the second author but is neither corresponding author/supervisor/mentor then A get 60% B gets 40%	A	B	60%	40%

Case 2: Three authors – A,B and C

Description	Group-1	Group-2	A	B	C
If author A is the first/principal author, B and C are from the remaining group, than A gets 60%, B gets 20% and C gets 20%.	A	B,C	60%	20%	20%
If author is A the first/principal author, B is the corresponding author/supervisor/mentor, then A gets 34%, B gets 33% and C gets 33%.	A,B	C	34%	33%	33%
If author A is the first/principal author, C is the corresponding author/supervisor/mentor, then A gets 34%, B gets 33% and C gets 33%.	A,C	B			
A author A is the first/principal author, B and C are the corresponding author/supervisor/mentor, then A gets 34%, B gets 33% and C gets 33%.	A,B,C				

Case 3: Four authors – A,B, C and D

Description	Group-1	Group-2	A	B	C	D
If author A is the first/principal author, B is the corresponding author/supervisor/mentor, and C and D is from the remaining author group, then A gets 30%, B gets 30% and C gets 20%, D gets 20%.	A,B	C,D	30%	30%	20%	20%
If author A is the first/principal author, and B,C and D is from the remaining author group, then A gets 60%, B gets 14% and C gets 13%, D gets 13%.	A	B,C,D	60%	14%	13%	13%
If author A is the first/principal author, and B,C is the corresponding author/supervisor/mentor, and D is from the remaining author group, then A gets 25%, B gets 25% and C gets 25%, D gets 25%	A,B,C	D	25%	25%	25%	25%
If all the author lie in Group I, they all have equal share since Group 2 contribution is NIL	A,B,C,D					

Note: The same procedure shall be followed for publications with more number of authors.

Rule for calculating API for paper presented in the conference/seminar

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))

Summary of API Scores

Category	Criteria	Total-API Score
III	Research and Academic Contribution (Minimum Required Score Associate Professor - 300 Professor – 400)	

PART C: OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier

S.No.	Details (Mention Year, value etc. where relevant)

List of Enclosures: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

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

I certify that the information provided is correct as per records available with the university and/or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & Date

Signature of HOD/School
Chairperson/Principal

N:B: The individual PBAS proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university/college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification

26. DECLARATION

I hereby solemnly declare on oath that entries made by me in the above columns are true to the best of my knowledge and belief and if at any time any entry is found incorrect, suitable disciplinary action may be taken against me.

.....
Signature of Candidate in full

Place..... Present Address for Correspondence
Date.....
Phone/Fax/Telex No.
Email Address
.....

27. If employed, Remarks of the forwarding authority.

Place..... Signature
Date..... Name
Designation

(Office Stamp)

28. Details of enclosures :

1. DD/Cash Receipt No Dated for (application fee)
- 2.

Aligarh Muslim University APPENDIX B
Screening Form for the post of Assistant Professor

Advt. No. dated:

S.No. & Name of the Post Applied

Department:

Name of the Candidate

Please note the following:

- The University reserves the right to short list the candidates for interview as per the criteria framed by it from time to time.
- It is the responsibility of the candidate to provide all the supporting documents. The evaluation of the candidates will be done on the basis of the documents submitted by the applicant alongwith his application.
- The number of candidates called for interview will preferably be five per vacant post. This number may vary at the discretion of the Vice-Chancellor.
- The Guest Faculties and the Assistant Professors already working in AMU and with an experience of at least two academic years of working at AMU may be called for interview over and above the short listed candidates at the discretion of the Vice-Chancellor.

Name of the Candidate:.....

Score Summary: (To be filled up after filling table under Category I and III)

Maximum score: 200

Academic Qualifications			Age			Research, Publications and Academic Contributions		
	Maximum Score	Points Scored		Maximum Score	Points Scored		Maximum Score	Points Scored
I(a)	90		II*	15		III(a)	10	
I(b)	75					III(b)	10	
Total in I:	165		Total in II:	15		Total in III:	20	
Total (I + II +III)								

* Not to be filled by the candidate.

CATEGORY: I. Academic Qualifications

I(a). Qualification [Maximum: 90 points]

Course	Calculation Formula	Points scored
High School or equivalent	(%age) x 0.15	
Intermediate or equivalent	(%age) x 0.2	
Undergraduate or equivalent	(%age) x 0.25	
Postgraduate or equivalent	(%age) x 0.30	
M. Phil. Only / Ph. D. Awarded [Highest degree only to be counted]	5/10	
Total:		

DM/M.Ch. to be considered equivalent to Ph. D.

I(b). Academic Awards: [Maximum: 75 points]

Course	Academic Points	Points scored

Highest one only to be counted	SLET/SET/	10	
	NET/GATE	15	
	JRF	25	
	Ph D from a foreign university ranked within first 200 (in the year of application) by Times Higher Education Rankings	25	
First Position Holders (only toppers at the UG and PG levels - separate points to be given for UG & PG)		10 each	
National Level UG and PG Scholarships awarded through open merit / test on all India basis such as Maulana Azad Scholarship, ICAR etc.		08	
International Doctoral Scholarship such as Commonwealth, Rhodes, Felix, Inlaks etc.		10	
National Fellowships such as Tagore National, Ramanujan and J.C. Bose Fellowships etc.		10	
National Post-Doctoral Research – such as Research Assistant, Research “Fellow, Young Scientist DST ect.		10	
International Post-Doctoral Fellowship such as Commonwealth, Fullbright, Ford etc.		15	
Total:			

CATEGORY: II. Age
[Maximum: 15 points]

Course	Points scored
Points = {(Maximum age among the applicants – Age of the applicant) / (Maximum age among the applicants – Minimum age among the applicant)}*15	
Total:	

Not to be filled by the candidate

CATEGORY: III. Research, Publications and Academic Contributions

III(a). Research Experience [Maximum: 10 points]

Course	Academic Points	Points scored
Post Ph D Research experience as Post-Doctoral Fellow / Research Associate/ Research Scientist / Pool Officer etc.	01 point per year	
Total:		

III(b). Research, Publications* [Maximum: 10 points]

Academic Indicators	Faculty of Engineering/ Agriculture/ Veterinary Science/ Sciences/Medical Science	Faculties of Languages Arts/Humanities/ Social Sciences/Library Science/Physical Education/Management	Maximum Score	Points scored
Research Papers published in	Refereed Journals*	Refereed Journals*	15/Publication	
	Non-referred but recognized and reputable journals and periodicals, having ISBN/ISSN numbers	Non-referred but recognized and reputable journals and periodicals having ISBN/ISSN numbers	10/Publication	
	Conference Proceedings as full papers, etc. (Abstracts not to be included)	Conference Proceedings as full papers etc. (Abstracts not to be included)	10/Publication	
Publications: Books/ Book chapter	Books authored with ISBN number and published with an established peer	Books authored with ISBN number and published with an	20/sole author, 10/Editor, 5/chapter in edited	

	review system	established peer review system	book	
Total:				

***Refer to Appendix -1 for point calculations.**

Date:-

Signature of the Candidate in full

Appendix -1:

The points for joint publication will have to be calculated in the following manner:

Case 1: Two authors – A and B

Description	Group-1	Group-2	A	B
If author A is the first/principal author and B is the second author but as a corresponding author/supervisor/mentor then both A and B shall get 50% each since in such a case, remaining 40% share is NIL	A, B		50%	50%
If author A is the first/principal author and B is the second author but is neither corresponding author/supervisor/mentor then A get 60% B gets 40%	A	B	60%	40%

Case 2: Three authors – A,B and C

Description	Group-1	Group-2	A	B	C
If author A is the first/principal author, B and C are from the remaining group, then A gets 60%, B gets 20% and C gets 20%.	A	B,C	60%	20%	20%
If author is A the first/principal author, B is the corresponding author/supervisor/mentor, then A gets 34%, B gets 33% and C gets 33%.	A,B	C	34%	33%	33%
If author A is the first/principal author, C is the corresponding author/supervisor/mentor, then A gets 34%, B gets 33% and C gets 33%.	A,C	B			
A author A is the first/principal author, B and C are the corresponding author/supervisor/mentor, then A gets 34%, B gets 33% and C gets 33%.	A,B,C				

Case 3: Four authors – A,B, C and D

Description	Group-1	Group-2	A	B	C	D
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If author A is the first/principal author, and B,C and D is from the remaining author group, then A gets 60%, B gets 14% and C gets 13%, D gets 13%.	A	B,C,D	60%	14%	13%	13%
If author A is the first/principal author, and B,C is the corresponding author/supervisor/mentor, and D is from the remaining author group, then A gets 25%, B gets 25% and C gets 25%, D gets 25%	A,B,C	D	25%	25%	25%	25%
If all the author lie in Group I, they all have equal share since Group 2 contribution is NIL	A,B,C,D					

Note: The same procedure shall be followed for publications with more number of authors.

Note: Wherever relevant to any specific discipline, the API score for paper in refereed journal 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.