

## Application Form for GUEST FACULTY



### Hamidia Girls' Degree College

Sultanpur Bhawa, Noorulla Road Prayagraj - 211003

Constituent College of University of Allahabad  
Established by Act No. (25)-2005 of Parliament

www.hgdc\_alld.org

E-mail : [hamidia\\_alld@yahoo.co.in](mailto:hamidia_alld@yahoo.co.in)

Phone No. – 0532-2656526

Application Form for GUEST FACULTY	Advertisement No.:
<p style="text-align: center;"><b>(For office use only)</b></p> <p>Registration Number _____</p> <p>No. of Enclosures Claimed _____</p> <p>No. of Enclosures Attached _____</p> <p style="text-align: center;">(Signature)</p>	<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> <p style="text-align: center;">Paste your recent passport size photograph here and sign across the photo so that part is signature should be on form</p> </div>

<b>1.</b>	<b>Name of the Department Applied for :</b>		
<b>2.</b>	Mention Clearly If applying for Specialised Post in addition to Non specialised Post		Specialised post in
<b>3.</b>	<b>Personal Details</b>		

<b>4.</b>	<b>Name</b> (In Capital Letters)	First Name	Middle Name	Surname

<b>5.</b>	<b>Date of birth</b>	Day	Month	Year	Age as on last date of advertisement	Years	Months

<b>6.</b>	<b>Place of birth</b>	City/Village	State	Country
<b>7.</b>	<b>Father's Name</b>			
<b>8.</b>	<b>Mother's Name</b>			
<b>9.</b>	<b>Nationality</b>			
<b>10.</b>	<b>Gender</b>	<b>Male/Female</b>		
<b>11.</b>	<b>Community/Category</b> (Please Strike out whichever options are not applicable )	GEN/OBC/SC/ST/Other categories give details _____		
		S. No. Of proof enclosed _____		
<b>12.</b>	<b>Marital status</b>	Married / Unmarried/ Divorced /Name of spouse _____		
<b>13.</b>	If physically disabled, indicate the relevant particulars	Yes/No	Percentage of disability	S. No. of proof Enclosed
	a.Blindness or low vision			
	b.Hearing impairment			
	c.Locomotors disability or cerebral palsy (included			

all cases Orthopedically handicapped								
<b>14.</b>	<b>Educational qualifications</b> (Attach additional pages, if required)							
	Name of the course	Name of the Board/ University	Month & Year passed	Div	CGPA (if grading id applicable)	% of Marks (pl. Indicate equivalent to CGPA also)	Subjects studied	S.No. of Annexure enclosed
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
	10 <sup>th</sup> Class / equivalent							
	10+2 /Higher Secondary equivalent							
	Bachelor's Degree							
	Master's Degree							
	M.Phil/ equivalent (1 Year Programme)							
	M.Phil/ equivalent (2 Year Programme)							
	D.Phil.							
Indicate specifically whether Ph.D degree has been awarded						Yes/No		S. No. of proof Enclosed
Whether Ph.D degree fulfils at least 6 out of 11 criteria laid down by UGC [only for those who were enrolled before 31.12.2009 and have not cleared NET]						Yes/No (Applicable only for Asstt. Professor)		
NET/SLET for lectureship, if any	Subject			Roll No.		Year		
Any other exams passed								
<b>15. Chronological list of experience</b> (Starting from current position/employment)								
Designation	Scale of pay and present Basic and AGP	Name & address of employers	Period of Experience			Nature of work/ duties	S. No. of Annexure Enclosed	
			From date	To date	No of years/month (As on date of advertisement)			
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	

\* (Add separate sheet if required, to be annexed at relevant S.No.)

<b>16. Nature of experience</b>			S. No. of Annexure Enclosed
	No. of years	No. of months	
a) Teaching			
i) Under-graduate level			
ii) Post-graduate level			
b) Post-doctoral experience			
c) Other experience, if any			

Total experience			
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\* (Add separate sheet if required, to be annexed at relevant S. No.)

<b>17. Details of Post doctoral experience</b>					S. No. of Proof Enclosed
Agency	Host Institute	From date	To date	Duration	
Total Experience		Years	Months	Total	

\* (Add separate sheet if required, to be annexed at relevant S.No.)

<b>18. Academic distinctions</b>		S. No. of Annexure Enclosed
Name of the Academic Course/ Body	Academic distinction obtained	

\* (Add separate sheet if required, to be annexed at relevant S.No.)

<b>19. Publications, if any (Mention here only numbers. The details and copies of the reference be enclosed)</b>						
Publications	Published in (indexed/ISSN numbered) (no) International Journals	Having impact factor	Published in national refereed Journals	Published in Non-national refereed Journals	Published as full paper in conference proceeding	S. No of proof Enclosed
(a)	(b)		(c)	(d)	(e)	

\* (Add separate sheet if required, to be annexed at relevant S.No.)

**PLEASE ATTACH PROOFS OF ALL THE CLAIMS**

Note- Please attach self attested and numbered reprints/copy otherwise no weightage will be given of screening

<b>20 Seminar/Conference/Workshops/ Training Programmes, attended</b>	National (No)	International (No)	Total (No)	S. No. Of proof Enclosed

\* (Add separate sheet if required, to be annexed at relevant S.No.)

21. Research projects (only externally funded)(To be filled only by the candidate applying for the post of Assistant Professor)

Title of projects completed	Funding Agency	As PI/CO-PI or Investigator	Amount of grant and duration
Title of ongoing projects			

22. Candidate's Name & Address for correspondence (with Pin Code)

Email ID	Phone No. (Landline with STD code)	Mobile No.

23. List of self attested testimonials attached (original to be produced at the time of interview).

Please tick the enclosures attached

Sl. No.	Check List	Sl. No. Of enclosure No.	No. of sheets enclosed
i.	Matriculation mark sheet/ certificate		
ii.	Intermediate mark sheet / certificate		
iii.	B.A./ B.Sc./ B.Com (Final) mark sheet/ degree		
iv.	M.A./ M.Sc./ M.Com (Final) mark sheet/ degree		
v.	L.L.B. (Final) mark sheet/ degree		
vi.	L.L.M. mark sheet/ degree		
vii.	M.Phil. degree		
viii.	Ph.D./ D.Phil degree		
ix.	D.Litt., D.Sc., L.L.D. degree		

x.	NET, UGC-JRF, CSIR-JRF Award Certificate		
xi.	Caste Certificate issued by the Competent Authority (OBC/SC/ST/etc)		
xii.	Experience certificates		
xiii.	Recommendation letter(s)		
xiv.	Award (s)		
xv.	Fellowship(s)		
xvi.	Publication (s)		
xvii.			
xviii.			

Total number of sheets enclosed \_\_\_\_\_ ( Please give sequential number to each sheet with Signature and Date.)

N.B. Applications without the above self attested testimonials (applicable to all the candidates) will not be entertained

**24. Any other information/qualification relevant to the post applied for :**

## 25. Declaration

I, \_\_\_\_\_ son/ daughter of \_\_\_\_\_ do here by declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information found false or incorrect or ineligibility being detected before or after the Selection Committee and Executive Council meetings, my candidature/ appointment may be cancelled by / University..

I have never been convicted or contemplated for any unlawful activity.

Signature of the Applicant

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

\_\_\_\_\_  
Name (in BLOCK LETTER)

\*Application not signed by the candidate is liable to be rejected

## 26. Endorsement by the EMPLOYER

- a) In case of in-service candidates in Government/ Semi-Government organizations/ Public Sector Undertakings / Autonomous Organizations, the endorsement form must be signed by the employer.  
b) In case of in-service candidates from Private Sector, acceptance of resignation and relieving letter from the employer must be submitted at the time of joining.

**Forwarded to the Manager, Hamidia Girls' Degree College, Noorulla Road, Prayagraj - 211003**

The applicant \_\_\_\_\_ who has submitted this application for the post of \_\_\_\_\_ in Hamidia Girls' Degree. College, Prayagraj, has been in employment \_\_\_\_\_ in a temporary/ contract/ permanent capacity with effect from \_\_\_\_\_ in the Scale of Pay of Rs. \_\_\_\_\_. He/ She is drawing a basic pay of Rs. \_\_\_\_\_. His/ Her next increment is due on \_\_\_\_\_.

Further, it is certified that no disciplinary/ vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for her application being considered by Hamidia Girls' Degree. college, University of Allahabad, and in the event of selection he/she will be relieved to join Hamidia Girls' Degree. College, University of Allahabad as per rules.

Signature of the forwarding officer

Place: \_\_\_\_\_

Name : \_\_\_\_\_

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

Designation: \_\_\_\_\_

SEAL

## **GENERAL NOTE**

- (i) **Pay Scale GUEST FACULTY Fixed Amount as per the decision of the University of Allahabad and to be paid by the University of Allahabad.**
- (ii) The printed application form complete in all respect along with all documents, demand draft etc. As required, must reach the Principal, Hamidia Girls Degree College, Allahabad-211003 (U.P.) on or before
- (iii) The College reserves the right to withdraw any advertised post(s) or partial or full advertisement at any time without giving any reason. Any consequential vacancy arising subsequent to the advertisement may also be filled up from the recommended and approved panel of candidates.
- (iv) Only the short listed candidates will be called for interview.
- (v) **SCREENING AND SHORTLISTING OF CANDIDATES FOR INTERVIEW:** Screening and short listing of candidates for interview will be done as per Guidelines approved by the University of Allahabad, which are in accordance with the University of Allahabad Ordinances and U.G.C. Regulations 2010.
- (vi) The date of the Interview shall be uploaded on the College Website and communicated to the Candidates telephonically by SMS..

## **ELIGIBILITY**

1. **ARTS, HUMANITIES, SCIENCES, SOCUAL SCIENCES, COMMERCE, EDUCATION, LANGUAGES, LAW.**
  - i. Good academic records as defined by the concerned University with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign University.
  - ii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
  - iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause, candidates, who are, or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (minimum standards and procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions.
  - iv. NET/SLET/SET shall also not be required for such Masters Programmes in discipline for which NET/SLET/SET is not conducted.

Principal  
Hamidia Girls' Degree College  
Allahabad