**Gandhinagar Charitable Trust**

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Samarpan Arts and Commerce College

Near Samarpan Circle, KH-7,

Sector: 28, Gandhinagar – 382 028,

# **Last Date for Receipt of Application: */ /2023***

# Application form for the post of a **Principal**

**NOTE:**

(a) The person already in employment should forward the application with No Objection Certificate (NOC) of the concerned institute / employer.

(b) The application should be submitted along with attested copies of the relevant certificates, mark sheets, testimonials etc.

(c) Additional sheets of paper may be attached if the space provided against any item is insufficient.

(d) Candidate should be proficient in English.

(e) Minimum Qualifications, Experience and Age Limit as per norms of UGC / Gujarat University / Gujarat Government rules.

(f) Candidate is required to mention e-mail address and Mobile number.

(g) Candidate is required to fill the data in Part 2 according to Appendix II Table 2 as per UGC Regulations-2018.Candidate is also required to submit all the documentary evidence in connection to data filled

**PART 1**

**-------------------------------------------------------------------------------------------------------------------------**

1. Name in full (**in Block Letters**):

Shree

Smt.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kum. (SURNAME) (NAME) (FATHER’S / HUSBAND’S NAME)

2. Full address for correspondence:

**Present Permanent**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Pin\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Pin\_\_\_\_\_\_\_\_\_\_\_\_

Mob. /Phone No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-Mail ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

3. Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Age:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Mother tongue\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Place of Birth: Town / Village: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tal.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dist.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Languages Known:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Read |  |  |  |  |
| Write |  |  |  |  |
| Speak |  |  |  |  |

6. Educational Qualifications:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Examination  Passed | University / Board | Year of  Passing | Percentage | Subjects / Discipline |
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7. Details of Professional Experience: (After obtaining the basic Degree)

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| --- | --- | --- | --- | --- |
| Name & Address of the Employer | Designation of the post held | Period of Service  From: To | Nature of Service | Total Gross Salary p.m. (Rs.) |
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(a) As an Employee other than Teaching Staff: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b) As a Teaching Staff: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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8. Details of Orientation Programme, Refresher Courses, FDP, Short Term Course etc. [Attached Documents]

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| --- | --- | --- | --- | --- |
| Sr.  No. | Name of the Programme | Organizing Institute | Duration | |
| From | To |
|  |  |  |  |  |
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9. Administrative experience: [Starting with Current Activity]

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| --- | --- | --- | --- | --- |
| Sr.  No. | Activity | Designation | Level  College/State/ National | Duration |
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10. Present Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Institute: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of joining present post: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present Pay Rs. \_\_\_\_\_\_\_\_\_Pay Band \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ AGP \_\_\_\_\_\_\_\_\_\_

Total emoluments/month Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

11. Vision for the Institution:

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**Part 2**

**Based on Appendix II Table 2**

12. Research Papers: International [Table II Sr.No. 1]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Title of Paper | Journal  And ISSN | Peer reviewed/ Listed in UGC care/Scopus, Web of Science | Impact factor | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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13. Research Papers: National [Table II Sr.No.1]

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title of Paper | Journal  And ISSN | Peer reviewed/ Listed in UGC care/Scopus, Web of Science | Impact factor | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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14. Book: National /International/Edited [Table II Sr. No. 2a, b]

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Title | ISBN | National / International | Name of  Single or Multiple Author | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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15. Chapter in Book/Translation: [Table II Sr.No.2a, b]

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title | Number of Chapter | National / International  ISBN | Name of  Single or Multiple Author | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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16. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula. [Table II Sr. No.3a, b]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Development of Innovative pedagogy and  Sponsoring Authority | Design of new curricula and courses | Name of Activity / committee | As a coordinator /Committee member | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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17. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula. [Table II Sr. No. 3 c]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Development of MOOC and Sponsoring Authority | Name of curricula/ courses/ | Quadrants and credits | As a coordinator /Committee member | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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18. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula. [Table II Sr.No.3d]

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| Sr.  No. | Development of E Content and Sponsoring Authority | Name of E content | Quadrants | As a coordinator /Committee member | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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19. Research Guidance [Table II Sr.No.4a]

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Ph.D. | M.Phil./ Dissertation | Thesis submitted /Awarded | Synopsis Submitted | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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20. Research Project. [Table II Sr.No.4b, c, d]

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| Sr.  No. | Research Project  title | Major/ Minor | Completed / Ongoing | Consultancy | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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21. Patents, Policy Documents and Awards. [Table II Sr.No.5a, b, c]

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| --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Patent | Policy Document | Awards/ Fellowship | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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22. Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once). [Table II Sr.No.6]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | International  (Abroad) | International  (Within Country) | National | State / University | Score claimed by the candidate | Enclosure  No. | Comment to be filled by Verifying Committee |
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23. List of Testimonials / Certificates /Marksheets of which copies are attached with the application:

1. 5.

2. 6.

3. 7.

4. 8.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Part 3**

24. Whether the candidate is convicted for **Yes / No**

any offence under any Civil / Criminal Law?

*(If yes, provide the details)*

25. Whether any Civil / Criminal Case is pending? **Yes / No**

*(If yes, provide the details)*

26. Computer Knowledge. **Yes / No**

*(If yes, provide the details)*

I hereby declare that the information given above is true and correct to the best of my knowledge, information and belief.

# PLACE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of the Candidate