



National Law Institute University

Kerwa Dam Road, Bhopal – 462 044

(Appointment Notification No. 1 of 2023)

Application Form for Associate Professor

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[As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, Regulations, 2018)]

APPLICATION FOR THE POST OF _____

1. Name of the candidate : _____
(In Block Letters)

2. Name of Father/Mother : _____

3. Date of Birth : _____

(In words)

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4. Gender : _____
(Male/Female/Transgender)

5. State of Domicile : _____

6. Category (UR/OBC/SC/ST) : _____
(Enclose attested caste certificate, if applicable)

7. Are you eligible for EWS reservation? (Yes/No) : _____
(Enclose attested certificate, if applicable)

8. Address for Communication: _____

9. Permanent Address: _____

10. Contact Details:

| | |
|------------------|--|
| Telephone | |
| Mobile | |
| E-mail: | |

11. Educational Qualification with documentary proof:

| Qualification Name of Degree/ Certificate | Board/ University | Subjects | Year of Passing | Percentage of Marks/Grade |
|--|------------------------------|-----------------|----------------------------|--|
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12. Details of current employment (if employed) with documentary proof:

| Name of the Institution | Designation | From | To | Nature of Appointment (Regular/ Temporary/ Adhoc/Contract) | Pay Band with Grade Pay/Consolidated/ Fixed pay/ Lecture Basis | Subjects Taught/ Research/ Administrative |
|--|--------------------|-------------|-----------|---|---|--|
| | | | | | | |

13. Details of previous employment (In chronological descending order of previous posts)
(Attach copies of certificates/documentary proof):

| Name of the Institution | Designation | Post Held | | Nature of Appointment (Regular/Temporary/Adhoc/ Contract) | Pay Band with Grade Pay/ Consolidated/ Fixed Pay/ Lecture Basis | Subjects Taught |
|-------------------------|-------------|-----------|----|---|---|--------------------|
| | | From | To | | | |
| | | | | | | |

14. Details of publication with documentary proof:

(If required, attach additional sheet/s)

15. Details of Paper Presented at Seminars / Conferences / Workshop with documentary proof:

(If required, attach additional sheet/s)

16. REFERENCES:

Please give the names of two persons who could provide a reference regarding your suitability for the post for which you are applying.

1. Name : _____
Job Title/Position : _____
Address : _____

Tel No. : _____
Email Address: : _____

2. Name : _____
Job Title/Position : _____
Address : _____

Tel. No. : _____
Email Address: : _____

May we request a reference prior to interview? Yes _____ No _____

17. Extra-curricular achievements with documentary proof:

(If required, attach additional sheet/s):

18. Whether any disciplinary action has been _____
taken against you during your service? If _____
so, give details thereof. (If required, attach _____
separate sheet containing the details.) _____

19. Whether you have been convicted by any competent Court of Law or any Criminal case is pending against you in any competent Court of Law? If so, give details thereof. (If required, attach separate sheet containing the details.)

20. Particulars of application fee remitted:

| Name of Bank/Branch | Particulars of Demand Draft/Online transfer | | |
|---------------------|---|------|--------|
| | No. | Date | Amount |
| | | | |

ASSESSMENT CRITERIA AND METHODOLOGY

The candidates are required to furnish the details as per Proforma with self-attested documentary proof.

(Assessment shall be based on evidence produced by the candidate such as: certificates issued by the University.)

Name of the Candidate: _____

Activity 1: Teaching

| Year | Subject | B.A.LL.B.(Hons.)/ LL.B./ LL.M. / MCLIS / Ph.D. etc. | Total Classes Assigned | Number of Classes Taught | (Number of Classes taught / Total Classes assigned)x100 % Classes | Annexure No. | Grading |
|---|---------------------------------------|---|--|--------------------------|---|--------------|---------|
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| | <i>*please add rows, if necessary</i> | | | | | | |
| * Lecture (L), Seminar (S), Tutorial (T), Practical (P) | | | | | # Contact Hours (C) | | |
| 80% & above – Good | | | Below 80% but 70% & above-Satisfactory | | Less than 70% - Not satisfactory | | |

Activity 2: Involvement in Students-Related Activities/ Research Activities for the period of Assessment

(a) Administrative responsibilities such as; Head/Chairperson/ Dean/ Director/ Coordinator, Warden etc. (b) Examination and evaluation duties assigned by the University or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college/university activities. (e) Evidence of being actively involved in guiding Ph.D. students. (f) Conducting minor or major research project (s) sponsored by national or international agencies. (g) At least one single or joint publication in peer- reviewed or UGC list of Journals.

| Year | Detail of Activities | Category | Number of Activities | Annexure No. | Grading |
|---|---------------------------------------|----------|----------------------|--------------|---------|
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| | <i>*please add rows, if necessary</i> | | | | |
| Good - Involved in at least 3 activities undertaken any of the activities Satisfactory - 1-2 activities Not-satisfactory - Not involved / Note: Number of activities can be within or across the broad categories of activities | | | | | |

SCORE SHEET FOR CALCULATING ACADEMIC / RESEARCH SCORE

The candidates are required to furnish the details as per Proforma with self-attested documentary proof.

(Assessment shall be based on evidence produced by the candidate such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, experience etc.)

Name of the Candidate: _____

| S.N. | Academic/Research Activity | Academic/ Research Score prescribed by UGC | Self-Assessed Score | Score to be Verified by the University |
|------|--|--|---------------------|--|
| 1. | Research Papers in Peer-Reviewed or UGC listed Journals | 10 per paper | | |
| 2. | Publications (other than Research papers) | | | |
| | (a)Books authored which are published by; | | | |
| | International publishers | 12 | | |
| | National Publishers | 10 | | |
| | Chapter in Edited Book | 05 | | |
| | Editor of Book by International Publisher | 10 | | |
| | Editor of Book by National Publisher | 08 | | |
| | (b)Translation works in Indian and Foreign Languages by qualified faculties | | | |
| | Chapter or Research paper | 03 | | |
| | Book | 08 | | |
| 3. | Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula | | | |
| | (a) Development of Innovative pedagogy | 05 | | |
| | (b) Design of new curricula and courses | 02 per curricula / course | | |

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| | (c) MOOCs | | | |
| | Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit) | 20 | | |
| | MOOCs (developed in 4 quadrant) per module/lecture | 05 | | |
| | Content writer/subject matter expert for each module of MOOCs (at least one quadrant) | 02 | | |
| | Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit) | 08 | | |
| | (d) E-Content | | | |
| | Development of e-Content in 4 quadrants for a complete course/e-book | 12 | | |
| | e-Content (developed in 4 quadrants) per module | 05 | | |
| | Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) | 02 | | |
| | Editor of e-content for complete course/paper /e-book | 10 | | |
| 4 | (a) Research guidance | | | |
| | Ph.D. | 10 per degree awarded 05 per thesis submitted | | |
| | M.Phil./P.G. dissertation | 02 per degree awarded | | |
| | (b) Research Projects Completed | | | |
| | More than 10 lakhs | 10 | | |
| | Less than 10 lakhs | 05 | | |
| | (c) Research Projects Ongoing: | | | |
| | More than 10 lakhs | 05 | | |
| | Less than 10 lakhs | 02 | | |
| | (d) Consultancy | 03 | | |
| 5 | (a) Patents | | | |
| | International | 10 | | |
| | National | 07 | | |
| | (b) *Policy Document (Submitted to an International body / organisation like UN / International agencies / Central Government or State Government) | | | |
| | International | 10 | | |
| | National | 07 | | |
| | State | 04 | | |

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| | (c) Awards/Fellowship | | | |
| | International | 07 | | |
| | National | 05 | | |
| 6. | *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) | | | |
| | International (Abroad) | 07 | | |
| | International (within country) | 05 | | |
| | National | 03 | | |
| | State/University | 02 | | |
| | | Total Score: | | |

The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

| | |
|---|-----------|
| i) Paper in refereed journals without impact factor | 5 Points |
| ii) Paper with impact factor less than 1 | 10 Points |
| iii) Paper with impact factor between 1 and 2 | 15 Points |
| iv) Paper with impact factor between 2 and 5 | 20 Points |
| v) Paper with impact factor between 5 and 10 | 25 Points |
| vi) Paper with impact factor >10 | 30 Points |

- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be- 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-Supervisor both shall get 7 marks each.
- For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

The research score shall be from the minimum of three categories out of six categories.

Signature of Candidate

20. Enclosures:

1. _____
2. _____
3. _____
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DECLARATION

I hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief and understanding. In the event of any information being found false or incorrect or ineligibility being detected before or after interview/test/selection, my candidature/appointment may be cancelled and all my claims for recruitment be forfeited.

I have also enclosed all the relevant documents in support of my candidature.

Place: _____

Date: _____

(Signature of the Candidate)

Name: _____

Note: Application form incomplete in any respect shall not be entertained.