



ACHARYA NAGARJUNA UNIVERSITY
NAGARJUNANAGAR-522510
APPLICATION FOR THE POST OF
PROFESSOR and PRINCIPAL/PROFESSOR

Stamp
Size
photo
duly self
attested

ADVERTISEMENT No. Dated / /

POST APPLIED FOR

In (Department/Subject)

Amount	D.D.No.	Date	Name of the Bank

1. (i) Name (in BLOCK LETTERS) with surname

(ii) Father's Name

(iii) Mother's Name

2 Date of Birth Day Month Year
/ / Age (as on date) / /

3. Place of Birth 4. District

5. Nationality 6. Gender : Male / Female

7. Religion 8. Social category

9. Address for communication :

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PIN CODE : Mobile No.

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E-mail ID :

Permanent Address

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PIN CODE : Mobile No.

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email ID :

10. Academic qualifications:
 (Examinations passed from matriculation / Higher Secondary onwards)
 (Start with higher degree) (Xerox copies must be enclosed)

Examination	Name of the Course	Subject	Year of Passing	% of marks obtained	Division	School / College studied	Name of the Board / University

- 11 Academic distinction (e.g., any Prize, Medal, Award, etc.) :

12. Research Qualifications:-

Degree	Title of the Thesis	Subject / Discipline	Date & Year of Award	University
M.Phil				
Ph.D.				
Specify Area of Research				

- 12a Post-Doctoral Experience if any :

Sl. No	Positions Held	Awarding Organization	Emoluments per month	Title of the Project	From	To

13. Details of Research Publications / Books:

(Enclose list of publications / books / research articles in chronological order stating the Citation Index & Impact Factor of the journal and enclose to the application)

Description	Published	Accepted	Name of the Publisher Journal with ISBN / ISSN Number / UGC List no.	Year	Citation Index / Impact Factor
Book					
Book Chapters					
Research Publications					
Other Publications					

14. Research Projects:- (enclose list, if space it not sufficient)

Title of the Project	Duration	Funding Agency	Total Grant Sanctioned

15. Particulars of the Research Guidance:-

(a) Number of scholars awarded / working

Status	M.Phil	Ph.D
Awarded/Submitted		
Working		

(b) Awards , Rewards , Fellowships, Patents if any

(i)

(ii)

(iii)

(iv)

16. Training courses attended and papers presented at Conferences / Seminars / Workshop etc.,

(Proof to be enclosed wherever necessary)

(a) Refresher Course / Workshops:

Name / Title	Organized by	Duration	Year

(b) Papers Presented in the Conferences / Seminars :

Title of the Conference / Seminar	Organized by	Title of the Paper	Year

(c) Invited talks delivered at Conferences / Seminars :

Title of the Conference / Seminar	Organized by	Title of the Talk	Year

17. (a) Post held, if any, at the time of sending the application with date of appointment (copy of evidence) :
- (b) Whether the post is Temporary or Permanent / Aided / Un-Aided and ratified by the University :
- (c) Pay Scale : Whether APR UGC 2006 / State-RPS 2006 / Consolidated : Pay Band with AGP

Basic Pay	AGP	DA	HRA	Other Allowances	Total in Rs.

18 Teaching experience at Universities or Degree Colleges:

Name of the University / College	Designation	Nature of Post. Temporary / Permanent	Classes taught		Period (give dates)	Length of experience	
			Under graduate Pass/Hons.	Post-Graduate		Years	Months

19. Administrative Experience, if any : (*)

Name of the Institution / Organization	Designation	Nature of post Temporary / Permanent	Nature of assignment	Period (give dates)	Length of Experience	
					Years	Months

20 Name and address of the present employer :

20a Has the consent of the employer been obtained to submit this application in case the applicant is employed at present. (The applicant should enclose a 'NO OBJECTION CERTIFICATE' from the present employer)

(*) Enclose proof of evidence/additional sheets, wherever necessary

21. Name and address of three persons who are not related to the applicant but who know the applicant well and to whom references may be made with email & mobile Nos:

1.

2.

22. Any additional information which the candidate wishes to give in support of his / her application:

23. Has the applicant been outside India, if so, give the following particulars :

Country Visited	Duration of visit		Purpose of visit
	From	To	

DECLARATION

I hereby declare that the statements made in this application are true to the best of my knowledge and belief. If at any stage it is found that the particulars furnished by me are false my candidature / application / appointment, if any may be cancelled.

Date :

Signature of the Applicant

API Proforma for Professor

ACADEMIC PERFORMANCE INDICATORS BASED ON PERFORMANCE BASED APPRAISAL SYSTEM TO BE SUBMITTED BY EACH APPLICANT FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF AS PER UGC REGULATIONS, 2010 AS AMENDED 2013

Advertisement No.	
Name of the Applicant	
Post applied for and Subject	
Name of the Department	

ACADEMIC PERFORMANCE INDICATORS (API) SCORES FOR DIRECT RECRUITMENT OF PROFESSOR IN UNIVERSITIES AND COLLEGES

Based on the teacher's self-assessment, API scores are for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc.

The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category	Nature of Activity	Professor		Self Assessment Score (to be filled by the Candidate)	Verified API Score (For Office use)	Annexure along with description on a separate page (Page No.)
		Max. Score	Actual Score			
I	a. Direct Teaching	60	Actual hours spent per academic year ÷7.5			
	b. Examination duties(question Paper setting, Invigilation, evaluation of answer scripts) As per allotment	10	Actual hours spent per academic year ÷10			
	c. Innovative Teaching learning methodologies, updating of subject contents/courses, mentoring etc.	20	Actual hours spent per academic year ÷10			

Note:

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/ Practicals /Project Supervision/Field Work.

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

Based on the teacher's self-assessment, Category II API scores are for Professional development, co-curricular and extension activities; and related contributions.

The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation for direct recruitment of Professor.

The table below gives groups of activities and API scores.

Category II	Nature of Activity	Maximum API Score	Actual score	Self Assessment Score (To be filled by applicant)	Verified API Score (For official use)	Annexure along with description on a separate page (Page No.)
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10			
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson /Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year ÷ 10			
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10			

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are for research and academic contributions.

The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for direct recruitment of Professor.

Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*	Self Assessment Score (To be filled by applicant)	Verified API Score (For official use)	Annexure along with description on a separate page (Page No.)
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC	Refereed Journals as notified by the UGC	25 per Publication			
		Other Reputed Journals as notified by the UGC	Other Reputed Journals as notified by the UGC	10 per Publication			
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website.	Text/Reference Books, published by International Publishers, with ISBN/ ISSN number as approved by the University and posted on its website.	30 per Book for Single Author			
		Subject Books, published by National level publishers, with ISBN/ISSN number or State/ Central Govt. Publications as approved by the University and posted on its websites.	Subject Books, published by National Level publishers, with ISBN/ISSN number or State /Central Govt. Publications As approved by the University and posted on its website.	20 per Book for Single Author			
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website.	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website.	15 per Book for Single Author			
		Chapters in Books, published by National and	Chapters in Books, published by National and International	International – 10 per Chapter			

Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education /Management	Maximum score for University / College teacher*	Self Assessment Score (To be filled by applicant)	Verified API Score (For official use)	Annexure along with description on a separate page (Page No.)
		International level publishers, with ISBN/ISSN number as approved by the University and posted on its website.	level publishers, with ISBN/ISSN number as approved by the University and posted on its website.	National – 5 per Chapter			
III (C)	RESEARCH PROJECTS						
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project			
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project			
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project			
III (C)(ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs, respectively			
III(C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5			
III(D)	RESEARCH GUIDANCE						
III(D)(i)	M.Phil.	Degree awarded	Degree awarded	5 per candidate			
III(D)(ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 per candidate			
III E	Fellowships, Awards and Invited lectures delivered in conferences / seminars						
III (E)(i)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award / Fellowship from academic bodies/associations	15 per Award / 15 per Fellowship			
		National	National Award/Fellowship	10 per Award /			

Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*	Self Assessment Score (To be filled by applicant)	Verified API Score (For official use)	Annexure along with description on a separate page (Page No.)
		Award/Fellowship from academic bodies	from academic bodies/associations	10 per Fellowship			
		State/University level Award from academic bodies	State/University level Award from academic bodies/associations	5 Per Award			
III (E)(ii)	Invited lectures / papers	International level	International level	7 per lecture / 5 per paper presented			
		National level	National level	5 per lecture / 3 per paper presented			
		State/University level	State/University level	3 per lecture / 2 per paper presented			
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any Assessment period						
III(F)	Development of e-learning delivery process/material		10 per module				

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - 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 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

Note: Only one set of Self attested copies of certificates and publications be attached to the original application. However, eight copies of ABSTRACT forms, which is attached herewith, has to be submitted.

Total API Score under CATEGORY – III of UGC Format

(Faculties of Sciences / Engineering / Languages / Humanities/ Arts / Social Science / Management/Physical Education)

Category - III	Nature of activity	API Score Claimed	Total	Office Use Only		
				API Score verified	Total	Remarks
A	Research Papers published in					
	a. Referred Journals					
	b. Other Reputed Journals					
B	Publication other than journal articles (Books, Chapters in books)					
	a) Text/Reference, published by International Publishers					
	b) Subject Books, published by National Level Publishers					
	c) Subject Books, published by Other Local Publishers					
	d) Chapters in Books, published by National & International Level Publishers					
C	Research Projects					
	i. Sponsored Projects					
	a) i. Major Projects with grants above Rs. 30.00 lakhs ii. Major Projects with grants above Rs. 5.00 lakhs					
	b) i. Major Projects with grants above Rs. 5.00 lakhs up to Rs. 30.00 lakhs ii. Major Projects with grants above Rs. 3.00 lakhs up to Rs. 5.00 lakhs					
	c) i. Minor Projects with grants above Rs. 1.00 lakhs up to Rs. 5.00 lakhs ii. Minor Projects with grants above Rs. 1.00 lakhs up to Rs. 3.00 lakhs					
	ii. Consultancy Projects					
	a. Amount mobilized a minimum Rs. 10.00 lakhs b. Amount mobilized a minimum Rs. 2.00 lakhs					
	iii. Projects outcome / outputs					
	a. Patent / Technology transfer / Product/ Process b. Major Policy document prepared for International Bodies like WHO / UNO / UNESCO / UNICEF etc., Central, State, Govt. / Local Bodies					
D	Research Guidance					
	i. M.Phil. (Degree Awarded)					
	ii. Ph.D. Degree Awarded Thesis Submitted					
E	Fellowships, Awards and Invited lecturers delivered in conferences / seminars					
	i. Fellowships / Awards					
	a) International Award / Fellowship from academic bodies / associations					
	b) National Award / Fellowship from academic bodies					
	c) State / University level Award from academic bodies					
	ii. Invited Lecturers / papers					
	a) International					
	b) National					
	c) State / University level					
F	Development of e-learning delivery process / material					

Total :					
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SUMMARY OF API SCORES

Sl. No.	Category	API Score for the Assessment Period
1.	CATEGORY - I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES	
2.	CATEGORY - II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES	
3.	CATEGORY - III: RESEARCH AND ACADEMIC CONTRIBUTIONS	
Consolidated API Score (Category I + II + III)		

DECLARATION

I hereby declare that the statements made in this application are true to the best of my knowledge and belief. If at any stage it is found that the particulars furnished by me are false my candidature / application / appointment, if any may be cancelled.

Date :

Signature of the Applicant

For Government / University / College Staff, etc.
(Endorsement by the Principal / Head of the Institution)

FORWARDED to the Registrar, Acharya Nagarjuna University, Nagarjunanagar, Guntur.

The applicant holds a permanent / temporary post in this Institution, His / Her character, as far as is known to me, is good and his / her work is satisfactory. The facts stated in the above application have been verified and found correct, as per the records with this institution. This institution / Organization has no objection to the candidature of the applicant being considered for the position he / she has applied for.

Place :

Date :

SIGNATURE OF THE FORWARDING OFFICER
(WITH SEAL & ADDRESS)

ACHARYA NAGARJUNA UNIVERSITY::NAGARJUNANAGAR

ABSTRACT

FORM OF PARTICULARS TO BE SUBMITTED BY THE CANDIDATES

[This Form is to be filled in by the Applicant and make 8 (***Eight***)
xerox copies of the same and enclose along with the application]

Note: Only one set of Self attested copies of certificates and publications be attached to the original application.
However, eight copies of this ABSTRACT form has to be submitted.

1. Name of the post applied for [Subject and the Institution]	a) Post : b) Subject : c) Institution :
2. Name of the candidate in full with address for communication	:
3. Date of Birth and Age	:
4. Specify Community (also specify sub group in case of BC's)	: SC / ST /BC/ PH
5. Qualifications : (Start with highest degree) :	

Examination passed	Class	% of marks	Date & Year	University / Institution
(i) Ph.D ()				
(ii) M.Phil. ()				
(iii) M.A. / M.Sc./ () M.Com / M.Tech.				
(iv) B.A. / B.Sc./ () B.Com / B.Tech.				

6. Research and Publications:
(a) Publications

	Published (Specify number)		To be Published (Specify number)	
	Indian	Foreign	Indian	Foreign
1. Research Papers				
2. Articles other than journals				
3. Books / Book chapters				

b) Conferences / Seminars etc.,

	Attended	Presented	Organised
1. National			
2. International			

7. Research Guidance (Specify number)

	M.Phil. / M.Tech.	Ph.D.
Awarded/ Thesis Submitted		
Working		

8. Teaching Experience (At University level or Degree level)

Name of the Post	Name of the Institution where worked	Period with dates		Total teaching Experience
		U.G.	P.G.	

9. Research Experience (Specify full details) at University/National Level Institutions/Industries

10	Any other relevant particulars which the applicant wishes to place before the Selection Committee for consideration	:
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Station :

Date :

SIGNATURE OF THE CANDIDATE

INSTRUCTIONS TO THE CANDIDATES

1. The candidate is required to fill in the proforma enclosed to the application form invariably, giving full details of his/her academic record, etc. If the space provided in the application for the qualifications to be furnished in respect of each column is not sufficient, a separate sheet may be attached and the information noted marking the column number against it.
2. Separate Application should be submitted for each post.
3. Self Attested True Copies of all the testimonials, Educational qualifications, Date of Birth, Caste, Experience, etc., should be enclosed. The original certificates should be produced at the time of interview and at the time of joining, if selected.
4. (a) Applications from the candidates, who are employed should be sent through proper channel accompanied with a letter of consent obtained from the employer concerned.
(b) Teachers actually in the employment of the University shall apply through proper channel to the post advertised by the University, if they wish to be considered.
(c) If the applicant is selected for the post he/she will be appointed to the post on the minimum pay of the time scale attached to the post and no protection of last pay drawn in the previous employment will be given unless the Selection Committee, which selects him/her specifically recommends such protection and the appointing authority accepts it.
5. Canvassing in any shape or form will be construed as an absolute disqualification.
6. If the authorities decide to interview the candidate, he/she should arrange to be present at the place fixed on the date and time specified at his/her own expenses. The summoning of a candidate for interview conveys no assurances whatsoever that he/she will be selected or recommended.
7. The University reserves itself the right to fill or not to fill the post.
8. Filled in applications in all respects, should be sent to the **REGISTRAR, ACHARYA NAGARJUNA UNIVERSITY, NAGARJUNANAGAR – 522 510, A.P. INDIA** by Registered post / Speed Post/ In-person (obtain receipt) so as to reach this office on or before **01.02.2018**, in a closed cover super-scribed “Application for the post of _____ in the Department of _____” vide advertisement **No.ANU/Estt-TS/Direct Recruitment/Principal/Professors/Phase-II/2018, Date: 10.01.2018. With a crossed D.D. drawn not earlier than 10.01.2018.**
9. The application in any way received incomplete or received after the prescribed date will be liable for rejection and no further correspondence thereon will be entertained. The University is not responsible for any postal delay or lost while in transit.
10. The Format (FORM OF PARTICULARS) attached to the application is to be filled in by the Applicant and make **8 (Eight) Xerox copies of the same and enclose along with the application.**
11. Applicants for the posts of Professor shall submit the API score based on PBAS set out in "University Grants Commission (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (**4th Amendment**), Regulations, 2016."
12. List of supporting documents claiming API Score should be annexed.
13. Candidates selected for the posts will be governed by Contributory Pension Scheme made applicable to all the newly appointed candidates, as per G.O.Ms. No.653, 654 & 655, Finance (Pen) Dept., dated 22-09-2004. However, Revised Pension Rules for the University Teachers, 1992 as per G.O.Ms.No.276, Education (UE.I) Department dated 02-12- 1993 and G.O.Ms.No.227, Education (UE.I) Department dated 2-12-1993 shall be made applicable to those who are in service and governed by Revised Pension Rules for the University Teachers, 1992 with amendments made thereof. However, this is subject to Government orders / Rules which are in force from time to time.