UNION CHRISTIAN COLLEGE, ALUVA

(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)

Proforma for the post of Principal

Part-A: General Information and Academic Background

1. Name (in Block Letters) :

2. PEN :

3. Father's /Mother's Name :

4. Date of Birth :

5. Sex :

6. Name of the College & Department :

7. Date of Entry in present service :

8. Current Designation & Grade Pay :

9. Date of Placement as Assoc.Professor/ : Professor

10. Date of completion of 15 years service : in College/Colleg. Education.

11. Indicate whether belongs to (SC/ST/ : OBC/ Minority/ Differently Abled)

12. Address for Correspondence (with Pin : Code) with Mobile No. and E-mail

13. Permanent Address (with Pin Code) :

14. Non Qualifying period of service, : LWA etc. if any

15. Academic Qualifications

Examinations	Name of the Board/University	Year of Passing	% of marks obtained	Division/ Class/ Grade	Subject
Graduation					
Post Graduation					
Others					

16. Research Degrees

Degree	Title of Thesis/ Dissertation	Date of Award with Reg. No.	Discipline/ Subject	University
M.Phil.				
Ph.D.				
Any other				

17. Field(s) of specialization

18. Appointments held prior to Joining the Current Department

Designation	Name of Employer	Nature of Appointment	Date of Joining	Date of Leaving	Salary with grade pay/ Level	Reason for Leaving	Total Duration

19. Whether Certificate of service
    verification enclosed   :
    *(If Aided College service, certificate of
    Deputy Director concerned)*

   I hereby declare that the information/documents provided by me are correct and verifiable, and I have carefully read the relevant provisions relating to recruitment of Principal contained in UGC Regulations, 2018 as amended from time to time.

Place   :   Signature   :
Date   :   Name and Designation   :

Part – B: Assessment Criteria and Methodology
(Applicants are required to refer the relevant provisions of UGC Regulations, 2018)

1. Research papers in Peer Reviewed or UGC listed journals

Sr No	Name of Authors and Title of the paper	Name of Journal and details of Vol., No., Year, Page	Sl. No. in UGC list	ISSN/ ISBN No.	Whether Peer reviewed, Impact factor if any	Whether you are the Principal (Main or 1st) author/Corresponding author or Co-author	No of Co-authors	API score claimed	API score approved by SC
						Total API Score			

2. Publication other than Research Papers
a) Books authored which are published by
2.a.1. Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website

Sr. No	Title of Book and Nature of authorship (Author/Editor)	Type of Book and Publisher	ISSN/ ISBN No.	Whether Peer reviewed	Whether you are the Main author	No of Co-authors	API score claimed	API score approved by SC
						Total API Score		

2.a.2. 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.

Sr. No	Title of Book and Nature of authorship (Author/Editor)	Type of Book and Publisher	ISSN/ ISBN No.	Whether Peer reviewed	Whether you are the Main author	No of Co-authors	API score claimed	API score approved by SC
						Total API Score		

2.a.3 Chapters in Edited Books, published by National level publishers, with ISBN/ISSN number as approved by the University and posted on its website.

Sr. No.	Title of chapter with Page No.	Book Title, Editor and Publisher	ISSN/ ISBN No.	Whether Peer reviewed	Whether you are the Main author	No of Co-authors	API score claimed	API score approved by SC
						Total API Score		

2.a.4. Editor of Books, published by International level publishers, with ISBN/ISSN number as approved by the University and posted on its website.

Sr. No.	Title of chapter with Page No.	Book Title, Editor and Publisher	ISSN/ ISBN No.	Whether Peer reviewed	Whether you are the Main author	No of Co-authors	API score claimed	API score approved by SC
								.
					Total API Score			

2.a. 5. Editor of Books, published by National level publishers, with ISBN/ISSN number as approved by the University and posted on its website.

Sr. No.	Title of chapter with Page No.	Book Title, Editor and Publisher	ISSN/ ISBN No.	Whether Peer reviewed	Whether you are the Main author	No of Co-authors	API score claimed	API score approved by SC
								.
					Total API Score			

2. b. Translation works in Indian and Foreign Languages by qualified faculties

2.b.1. Chapter or Research paper published in Indian /Foreign languages, with ISBN/ISSN number as approved by the University and posted on its website.

Sr. No.	Title of chapter with Page No.	Book Title, Editor and Publisher	ISSN/ ISBN No.	Whether Peer reviewed	Whether you are the Main author	No of Co-authors	API score claimed	API score approved by SC
					Total API Score			

2.b.2. Books published in Indian /Foreign languages, with ISBN/ISSN number as approved by the University and posted on its website.

Sr. No.	Title of chapter with Page No.	Book Title, Editor and Publisher	ISSN/ ISBN No.	Whether Peer reviewed	Whether you are the Main author	No of Co-authors	API score claimed	API score approved by SC
					Total API Score			

3. Creation of ICT mediated Teaching learning pedagogy and content and development of new and innovative courses and curricula.

3.a) Development of Innovative pedagogy

Sl. No.	Module/Title	APIscore (claimed)	APIscore approved by SC
Total API Score			

3 .b) Design of new curricula and Courses

Sl. No.	Module/Title	APIscore (claimed)	APIscore approved by SC
Total API Score			

3.c) MOOC's

Sl. No.	Module/Title	Whether complete MOOCs (in 4 quadrant) MOOCs(in 4 quadrant) per module/lecturer Content writer/subject matter expert for each module of MOOCs(1 quadrant) Course co -ordinator for MOOCs(4 credit course)	API score (claimed)	API score approved by SC
Total API Score				

3.d. E- Content

Sl. No.	Module/Title	Whether complete course (in 4 quadrants)per module for 4 quadrant complete course (1 quadrant) editor of e content for complete course/paper/e-book	API score (claimed)	API score approved by SC
Total API Score				

4 a. Research Guidance

Sr.No.	Item	Number Enrolled	Thesis submitted	Degrees awarded	API score (claimed)	API score approved by SC
1	PhD awarded					
2	PhD submitted					
3	M.Phil					
4	PG dissertation					
				Total API Score		

4.b. Research Projects completed

Sl. No.	Title	Agency	Period	Grant/Amount mobilized in Lakhs	API score (claimed)	API score approved by SC

4.c. Research Projects Ongoing

Sl. No.	Title	Agency	Period	Grant/Amount mobilized in Lakhs	API score (claimed)	API score approved by SC

4.d. Consultancy

Sl. No.	Title	Agency	Period	Grant/Amount mobilized in Lakhs	API score (claimed)	API score approved by SC

5. a . Patent
5.. International Bodies/ National

Sl. No.	Description	International/ National	APIscore (claimed)	API score approved by SC

5. b. Policy document submitted to an International Bodies/ Organisation like UNO/UNESCO/World Bank/I M F/ etc. Central Govt./State Government

Sl. No.	Description	International/ National/ State Govt.	APIscore (claimed)	API score approved by SC

5 (c) Fellowships/ Awards

V .c. Fellowships/ Awards

Sl.No.	Nature of the award/ Fellowship	Whether International or National	Academic body/Association giving the award/fellowship	API score (claimed)	API score approved by SC
Total API Score					

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.)

Sl. No.	Title of paper presented	Name of Conference Seminar and by whom Organized	Nature (Invited lecture/ Papers)	Whether International(Abroad), International(within country/National/State/University	API score (claimed)	API score approved by SC
Total API Score						

Grand Total

Category	Aggregate score
Category 1	
Category 2	
Category 3	
Category 4	
Category 5	
Category 6	
Total	

Part-C: Other Relevant Information

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

Sl. No.   Details (Mention Year, Value etc. where relevant)

(Attach documentary proof in support of the information provided by you in this proforma)

List of Enclosures:
(Please attach, copies of certificates, sanction orders, papers etc. whichever necessary)
1.
2.
3.
4.
5.

I hereby declare that the information/documents provided by me are correct and verifiable, and I have carefully read the relevant provisions relating to placement/promotion under Career Advancement Scheme (CAS) contained in UGC Regulations, 2018 as amended from time to time.

Signature of Applicant :
Name and Designation :

Place :
Date :

Verified by IQAC

Place:

Date :   **IQAC Co ordinator**

Remarks of the Principal on Punctuality and Conduct of the Applicant

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....
....

Place :   **Principal**
Date :