



# Jamia Millia Islamia

(A Central University)

NAAC Accredited Grade "A++"

Jamia Nagar, New Delhi-110025

## **PROFORMA**

(To be filled and submitted along with the Employment Application Form)

Advertisement No. & Date : \_\_\_\_\_

Post applied for : \_\_\_\_\_ Sl. No. \_\_\_\_\_

Deptt./Office : \_\_\_\_\_

Name of the Applicant : \_\_\_\_\_

Date & Amount of fee deposited : \_\_\_\_\_  
**(Plz attach payment slip)**

User's Bank & Branch Name : \_\_\_\_\_

Transaction No./ID/Ref. No. : \_\_\_\_\_  
UTR No./UPI No. \_\_\_\_\_

Valid Email (Capital Letter only) : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Dated : .....

.....  
(Signature of Applicant)

### **SCORING PROFORMA**

(To be filled by the candidates applying for the post of **Assistant Professor** only)

**Name of the Candidate:** \_\_\_\_\_

**Department / Centre:** \_\_\_\_\_

**Advt. No.** \_\_\_\_\_ **Dated:** \_\_\_\_\_

**Email Address** \_\_\_\_\_

S. No.	Academic Record	Score Claimed by the Candidate	Actual Score Obtained (For Office use)
1.	<b><u>Graduation:-</u></b> <ul style="list-style-type: none"><li>• 80 % &amp; above = 15 marks</li><li>• Between 60 &amp; 80% = 13 marks</li><li>• 55% to less than 60% = 10 marks</li><li>• 45% to less than 55% = 05 marks</li></ul>		
2.	<b><u>Post-Graduation:-</u></b> <ul style="list-style-type: none"><li>• 80 % &amp; above = 25 marks</li><li>• Between 60 &amp; 80% = 23 marks</li><li>• 55% (50% for SC/ST/OBC non-creamy layer/PWD) to less than 60% = 20 marks</li></ul>		
3.	<b><u>M.Phil. :-</u></b> <ul style="list-style-type: none"><li>• 60% &amp; above = 07 marks</li><li>• 55 to less than 60% = 05 marks</li></ul>		
4.	<b><u>Ph.D. : 30 marks</u></b> (Candidates with M.Phil. + Ph.D. will be entitled to maximum 30 marks)		
5.	<b><u>NET with JRF : 07 marks</u></b> <b><u>NET: 05 marks</u></b> <b><u>SLET/SET: 03 marks</u></b> (Candidates with JRF/NET/SET together will be entitled to maximum 07 marks)		
6.	<b><u>Research publications in peer-reviewed or UGC listed journals</u></b> (2 marks for each publication subject to a maximum of 10 marks)		
7.	<b><u>Teaching/ Post-doctoral experience</u></b> (2 marks for each year, subject to a maximum of 10 marks. Experience less than a year but with six months or more also needs to be reckoned proportionately)		
8.	<b><u>Awards:-</u></b> <ul style="list-style-type: none"><li>• International/ National Level: 03 marks (Award given by International Organizations/Government of India/ Government of India Recognized National Level Bodies)</li><li>• State-Level: 02 marks (Award given by State Government) (subject to a maximum of 3 marks)</li></ul>		
	<b>Total Score</b>		

**Note:** Enclose all relevant documents mentioned in above columns in sequence.

### **DECLARATION**

I hereby declare that the entries in the above columns are true to the best of my knowledge, belief and nothing has been concealed or misrepresented.

**Place:** .....

**Date:** .....

**(Signature of the Candidate)**

**Contact. No.** \_\_\_\_\_

Affix  
recent passport size  
photograph  
here



# JAMIA MILLIA ISLAMIA

(A Central University)  
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Jamia Nagar, New Delhi-110025

For office use only

Application fee paid

Eligible

Yes

No

Sign .....

## APPLICATION FORM FOR APPOINTMENT AS ASSTT. PROFESSOR(CONTRACTUAL)/GUEST FACULTY

1. Candidate's Full Name


2. (i) Advt. No.: 



 Dated:

(ii) Post applied for: ..... (iii) Subject:.....

(iv) Deptt./Office/Centre:.....

3. Father's / Husband's Name in Full

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4. Address:

(i) Correspondence:

(ii) Permanent:

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Pin: .....Mobile No: .....

Pin: .....Mobile No: .....

Email Id: (in Capital letter) ..... Nationality .....

5. Date of Birth: (Based on Matriculation/Hr. Sec. School Certificate)

Date 







 Month 







 Year

6. Category GEN ☐ S.C. ☐ S.T. ☐ O.B.C. ☐ PWDs (Divyangjan) ☐ (Please tick the correct box)

7. Marital Status: Married ☐ Unmarried ☐ Widow ☐

8. Educational Qualifications: (Enclose the self-attested copies of all the Degrees, Marksheets, Certificates, etc.)

S. No.	Qualifications*	Board / University	Year	Div. / %age	Subjects
1	Matric/S.S.C.				
2	Inter./Sr. Secondary				
3	B.A./B.Com./B.Sc./B.E./B.Tech.				
4	M.A./M.Com./M.Sc./M.E./M.Tech.				
5	M.Phil.				
6	Ph.D.				
7	N.E.T.				
8	Others				

\* Strike out which is not applicable (Attach enclosures, if necessary)

**9. Details of Work Experience:-**

S. No.	Particulars of the Post	Period of Service			Pay Level	Name and Address of the Employer
		From	To	Total Period		

**10. If employed presently, furnish the following details:-**

(i) Pay Level ..... (ii) Basic Pay Rs. .... (iii) Allowances Rs. ....

(iv) Total Rs. .... (v) Date of next increment .....

**11. If appointed, time and notice required for joining the post:-****12. Name of two referees:-**

S. No.	Name of Referee	Address of the Referee	Period for which the referee is known to the candidate
1.			
2.			

**UNDERTAKING**

I have read the applicable guidelines, which are binding. I do hereby solemnly affirm and declare that the information given in the application, the statements made and the supporting documents enclosed with this application form are true and correct to the best of my knowledge and belief. If any information given by me in this application form is found to be fake, misrepresented or concealed, my candidature/appointment is liable to be rejected and I may be subjected to the legal/disciplinary proceedings.

Place: .....

Date: .....

(Signature of the Candidate)

If employed, remarks of the Forwarding Authority.

Attach separate sheet, if required.

Signature.....

Name .....

Designation.....

Place.....

Address.....

Date.....

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Advt. No..... Date .....

## Important

1) Attach 10 duly filled in and signed copies of this proforma with the application form.

2) Candidates applying for the post of Assistant Professor are required to fill the Scoring Proforma.

Name, Address and Contact No. for correspondence	Date of Birth, Mother Tongue & Other Languages	Academic Qualifications			Details of Work Experience				
		Exams.	Board / University	Year	Percentage/ CGPA	Employer	Post & Level	From-To	Total Years
Name:-	Date of Birth: .....	10 <sup>th</sup> Passed							
Address for correspondence:-	Age: ..... Years	12 <sup>th</sup> Passed							
	Mother Tongue: .....	Graduation .....							
Post applied for:-	Other Languages: .....	Post Graduation .....							
Mobile:-									
Email id (in capital letter):-	Category (Gen/OBC/SC/ST/PwBD):-	Others:- Ph.D.....							
		NET/JRF...							

Date: .....

(Candidate's Signature)

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## **ACKNOWLEDGEMENT**

Received an application from Dr./Mr./Mrs./Ms. \_\_\_\_\_

applied for the post of \_\_\_\_\_ in the Deptt. / Office  
\_\_\_\_\_ in response to the Advt. No. \_\_\_\_\_ Dated

\_\_\_\_\_ along with payment receipt Transaction No./ID/Ref. No./UTR

No./UPI No. \_\_\_\_\_ of Rs. \_\_\_\_\_ Dated \_\_\_\_\_.

**Date:.....**

**(Signature of the Receiver)**