

Standard Format for C.V.



Application for the post of Vice-Chancellor, Agriculture University, Kota

(Applicant is requested to type the information in the following format, and can add more lines in the format wherever required)

Note: You are requested to fill all the entries carefully and enclose all the necessary documentary evidence. Incomplete application shall not be considered.

1. Full Name in English:
- Full Name in Hindi:
2. Short Name:
3. Father's/ Mother's Name:
4. Date of Birth:
5. Age as on last date of submission of application (In Years, Months, Days):
6. Present Address:
7. Permanent Address:
8. Present/Last(if retired) position held with full address:
 - a. Designation:
 - b. Organization:
 - c. Pay Scale:
 - d. Date of appointment on the above mentioned post:

Latest Passport
Size Colour
Photograph

9. Telephone with STD Code:

Landline (O):
Landline (R):
Fax. No.:
Mobile No.:

10. Email:

11. Website, if any:

12. Summary (Not more than 300 words) about the applicant:

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13. (a) Academic Qualifications (beginning from the first degree received):

S. No.	Degree/ Course	Year	% of Marks/ Grade	Name of University	Remarks if any
1.					
2.					
3.					
4.					
5.					

13(b) Post Doctoral/Training Experience including academic visits abroad:

S. No.	Duration	Institution	Designation	Nature of Work

14. (a) Academic/ Teaching Experience (from date of first appointment):

S.No.	Post	Organization/ University	Duration		Total Duration in years
			From	To	
1.					
2.					
3.					
4.					

Note: The copy of each office order mentioning the date of appointment and date of joining on the post must be enclosed.

14. (b) Participation and contribution in relevant areas in higher education:

	Organization	Area of specialization	Duration	
			From	To
Visiting Professor				
Resource Person				
Others (Specify)				

14. (c) Involvement with the formulation of academic Programme:

S.No.	Nomenclature of Innovative Academic Programmes formulated	Year of Introduction

14. (d) Important MoUs formulated for academic collaborations:

S.No.	MoUs formulated	Name of Agencies/ Departments involved	Year of MoU

14. (e) Position of Chairs:

S.No.	Name of Chair	Name of Agencies/ Departments involved	Period of holding the chair

15. (a) Experience of Academic Administration (viz Dean/ Director/ HoD/ Proctor/ Warden/ Superintendent/ Registrar/ IQAC etc.):

S.No.	Name of Institution	Position Held	Task/ responsibilities assigned	Duration		Duration in year	Remark if any
				From	To		

15. (b) Contribution in Corporate Life of University, Community Engagement, Experience of Pedagogy, Curriculum Framing and Conduct of Examination (University/State/ National Level), Served in Statutory Bodies, University Recruitment Process etc.:

S.No.	Name of Institution	Position Held	Task/ Responsibilities/ Accomplished	Period	Remarks if any

16. (a) Research Experience:

S.No.	Name of Institution	Research Position Held	Research Areas Pursued	Duration		Duration in Year
				From	To	

16. (b) Sponsored Research Projects:

S.No.	Title of the Project	Funding Agency	Position held	Duration		Remarks if any
				From	To	

17. Special achievements:

S.No.	Name of Institution	Position held	Period	Detail of special achievement
1.				
2.				
3.				

18. Scholarly Achievements:

Editor of Journals	
Peer reviewer	
Member of International advisory board	
Others specify	

19. Publications output:

- i. No. of research papers published in international journals:
- ii. No. of research paper published in national journals:
- iii. Paper presented in international conference/seminars/workshops:
- iv. Papers presented in national conference /seminars/workshops:
- v. Books authored:
- vi. Books edited/Chapter:
- vii. Popular articles:
- viii. Monographs:
- ix. Training Modules:
- x. Patents, if any:
- xi. Any other publications:

Note: List of publications as above should invariably enclosed with C.V.

20. (a) Awards/ Honors/ Merit Certificates/ Appreciation/ Fellow etc:

S. No.	Name of Award	Year	Details of awards	Contribution for which award given

20. (b) Fellow of Academy/ Professional Societies etc.:

S. No.	Particulars

21. Association with International Institution/ Agencies/Societies:

S. No.	Name of Institution	Nature of association	Period with details		Contribution done
			From	To	

22. Association with National level institutions/agencies/Societies:

S. No.	Name of Institution	Nature of association	Period with details		Contribution done
			From	To	

23. Consulting experience:

S. No.	Client /Organization Name	Nature of Assignment	Duration of Assignment

24. Number of Research scholars guided successfully:

S.No.	Level	No. of Students guided
1.	P.G.	
2.	M.Phil	
3.	Ph.D.	
4.	Post Doctorate	

25. Your vision for the University (up to 500 words):

26. Details of References, if any:

S. No.	Name of the Referee	Post Held by Referee	Email	Phone No.	Mobile
1.					
2.					
3.					
4.					

27. Are there any criminal or civil cases pending against you in any court of law in India or abroad or have you ever been convicted by any Civil/ Criminal court in India or abroad: YES/NO

[In case of Yes copies of relevant documents and rulings in favour or disfavour may be attached for reference.]

28. Is/are there any Departmental enquiry(ies) and/or preliminary enquiry(ies) pending against you and/or you have been penalized resultant to any departmental enquiry(ies): YES/NO

[In case of Yes copies of relevant documents and rulings in favour or disfavour may be attached for reference.]

29. Please attach:

- All necessary proof as annexures,
- List of Publication,
- Proof of age(Matriculation certificate/any other valid document)
- Appointment order as Professor,
- Experience Certificate from Employer mentioning actual date of joining as Professor,
- Any relevant documents to (25) & (26).

DECLARATION BY THE CANDIDATE

I hereby solemnly declare/affirm that:

1. The particulars furnished by me in the said application form are correct and I have not concealed or misrepresented any facts in it.
2. I am a person of good conduct and uphold principles of academic integrity.
3. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application/candidature is liable to be summarily rejected at any stage, and if, I am already appointed my services are liable to be terminated without any notice from the post of the Vice-Chancellor as per Act and Statutes and other applicable rules.

Place:

Date:

Signature of the Applicant