



Lady Keane College Shillong-793001, Meghalaya

APPLICATION FORM

[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)]

[Both Part – A and Part – B of the Application Form are to be filled by the Applicant]

Part - A

To,
The Principal
Lady Keane College, Shillong

*Past passport
photograph here
3.5 cm x 4.5 cm*

Sir,

I beg to apply for the post of Principal (Government sanctioned post) in your esteemed College and I certify that the particulars given below are true to the best of my knowledge. In case of any false statement I am liable to any action the College may deem fit and proper.

1. **Name (In Block Letters):** _____
 2. **Father's/Mother's Name:** _____
 3. **Date of Birth :** _____
 4. **Sex (Male/Female):** _____
 5. **Category (SC/ST/ OBC/ Gen):** _____
 6. **Address for communication:** _____

- _____ **PIN CODE:** _____

7. **Permanent address:** _____

_____ **PIN CODE:** _____

8. **Contact No:** _____

9. **Email address:** _____

10. **Academic Qualifications**

A. SSLC till Post Graduation:

Name of Degree /Exam	University/Institution/ Board	Year of Passing	Percentage of marks	Division/ Class/ CGPA	Subjects
SSLC					
HSSLC					
BA/BSc/BCom					
MSc/MA/MCom					
NET only/NET with JRF					
SLET/SET					

B. Research Degree (s):

Degree(s)	Title of Dissertation/Thesis	Year of Award	University
M.Phil.			
Ph.D.			
Any Other			

11. **Field (s) of Specialization:**

12. Teaching Experience:

Designation	Name of the Institution	Date of joining	Salary with grade

13. Post-Doctoral Experience:

Title of Dissertation/Thesis	Name of the Institution	Numbers of years

14. Involvement in Administrative responsibilities:

- I. _____
- II. _____
- III. _____
- IV. _____
- V. _____

15. ID Proof- ADHAAR/EPIC/PAN Card/Driving License: _____

Dated: _____

Signature of Applicant

***Self attested copies of documents are to be enclosed.**

**** Note: Any claim without supporting documents will not be considered.**

Application fee of Rs. 500 (Rupees Five Hundred) only to be paid by Demand Draft at the time of submission of application form.

Demand Draft in favour of Principal, Lady Keane College, Shillong payable at Canara Bank Lady Keane College Branch, Shillong.

		Whether International/National Publisher	Name of Publisher	ISBN number				
b	Chapter in Edited Books							
								Front page of the book, page of the book indicating the name of the publisher and the ISBN no, the chapter.
c	Editor of Book	International Publisher	National Publisher	ISBN number				
								Front page of the book, page of the book indicating the name of the publisher and the ISBN no.
d	Translation works in Indian and Foreign Languages							
	Name of the works	Chapter/Research Paper/Book						Front page of the book, page of the book indicating the name of the publisher and the ISBN no, the chapter.
3	Creation of ICT mediated Teaching Learning pedagogy							

									Sanction letter from the funding agency
d	Consultancy								Consultancy Letter
5 (a)	Patents								Patents letter
	International								
	National								
b	Policy document								Letters, certificates, etc.
	International								
	National								
	State								
c	Awards/Fellowship (Awards given by International Organisations/Government of India/Government of India recognised National level bodies/State Government								Award letter
	International								
	National								
	State Level								

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)							
	Title of the seminar/ conference	International (Abroad)/International (Within country)/National/State/University						
								Certificates

Signature of Applicant

* Note: Any claim in the above table without supporting documents will not be considered.

** Note: Applicant can edit the above format as per the number of academics/research activities