

**Standard Format for C.V.**

- 1. Full Name: .....
- 2. Short Name: .....
- 3. Father's Name: .....
- 4. Date of Birth: .....
- 5. Present Address: .....
- 6. Permanent Address: .....



- 7. Present/Last Position held with full address: .....
- .....
- .....
- .....

- 8. Telephone (with STD code):                      Landline (O) .....
- Landline (R) .....
- Fax No. ....
- Mobile No. ....

9. Email .....

10. Website, if any .....

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

12. Academic Qualification (beginning from the first degree received)

S.No.	Degree/ Course	Year	Name of University	Remarks if any

13. Teaching experience (from date of first appointment):

S.No.	Position	Duration		Total Duration in years	Remarks if any
		From	To		
1.	Assistant Professor				
2.	Associate Professor				
3.	Professor				
4.	Other				
5.					

13.(a) Participation and contribution in relevant areas in higher education:

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

13.(b) Involvement with formulation of academic programmes:

S.No.	Nomenclature of Innovative Academic Programmes formulated	Date of approval by Academic Council	Year of Introduction

13.(c) Important MoUs formulated for academic collaborations:

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

13.(d) Position of the Chairs:

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

14. Administrative Experience:

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

15. Research Experience:

S.No.	Name of the Institution	Position Held	Research details	Duration		Duration in year	Remarks if any
				From	To		

16. Special achievement/s:

S.No.	Name of the Institution	Position held	Period	Detail of special achievement/s

17. Publications output:

- (a) No. of research paper published in international journals: .....
- (b) No. of research paper published in national journals: .....
- (c) Books authored: .....
- (d) Books edited/ chapter: .....
- (e) Popular articles: .....
- (f) Monograph: .....
- (g) Training modules: .....
- (h) Paper presented in international conference/seminar/workshops: .....
- (i) Paper presented in national conference/seminar/workshops: .....
- (j) Patents, if any: .....
- (k) Any other publications: .....

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

18. Awards/Honors/Merit Certificates/ Applications/Fellow etc.:

S.No.	Name of the Awards	Year	Details of award/s	Contribution for which award/s given

19. Association with International institutions/agencies:

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

20. Association with the National level institutions/agencies:

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

21. Consulting experience:

List key consulting assignments undertaken:

S.No.	Client/Organization's name	Nature of assignment	Duration of assignment

22. Guide assignments:

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

23. Your vision for the University (upto 500 words): (Add page separately)

24. Details of References, if any

S.No.	Name of the Referee	Post Held by the Referee	Email	Phone No.	Mobile

25. 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 may be attached (in favour of/disfavour) for reference.]

26. 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).  
[In case of yes, copies of relevant documents may be attached (in favour of/disfavour) for reference.]

DECLARATION BY THE CANDIDATE

I solemnly declare / affirm that:

1. The particulars furnished by me in the said application form are correct and I have not concealed or misrepresent any facts in it.
2. I am a person of good conduct and uphold principles of academic integrity.

Signature of the applicant