

Application No:
(for office use only)



THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY
(A Central University Established by an Act of Parliament)
Tarnaka, Hyderabad - 500 007, India

APPLICATION FOR THE POST OF PROFESSOR

**READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE FILLING
IN THE FORM**

1. Fill up separate Application Form for each post.
2. All entries must be neatly handwritten or typewritten.
3. Please go through the Information Booklet available on the University website www.efluniversity.ac.in carefully before filling-up the Application Form and Self-Assessment Credit Score.
4. Complete and correct information should be given against each item. If the space against any of the items is inadequate, separate sheets may be attached. Incomplete applications are liable to be rejected.
5. Applicants who are in employment should send their applications through their employer. An advance copy may, however, be sent marked "Advance Copy".
6. Only attested copies of certificates and testimonials should be sent with this form. Originals should be produced at the time of interview

Affix a recent
passport size
photograph

Advertisement No.: _____

Post applied for, with category (SC/ST/ OBC/ EWS/ Differently-abled (PWD)/Unreserved): _____

Department and Campus: _____

Specialization: _____

Details of application fee paid:

DD No. & Date	Bank & Branch	Rs.

Note: Those who applied in response to the University's recruitment Notification II/ 2021, dated 26.04.2021 will have to apply afresh. However, they need not pay the application fee again, if they are applying for the same post in the same Department. Such applicants need to furnish the particulars of the fee payment made earlier.

PART – A: Personal and Academic Details

1.	Name (in block letters) (As per SSC or equivalent Certificate)	
2.	Father's Name	
	Mother's Name	
3.	Marital Status	
	Name of the spouse, if married	

4.	Gender (Please tick the appropriate column)	Male		Female		Others	
5.	Date of birth and age	In figures:					
		In words:					
6.	Category (SC/ST/ OBC/ EWS/ Differently-abled (PWD)/ Unreserved)						
7.	If the candidate is a Person with Disability (PWD), please specify:	Category of PWD: _____					
	Blindness or low vision:	% of disability(as certified): _____					
8.	Religion						
9.	Nationality						
		State of Domicile:					
10.	Permanent address with the PIN code	Address:					
		Mobile No. _____					
		Email _____					
		Tel. No. (Residence): _____					
11.	Address for communication along with the PIN code	Address:					
		Mobile No. _____					
		Email _____					
		Tel. No. (Residence): _____					

3. Academic Record

Qualification	Board/ University	Subjects/ Specialization	Year of study From-to	Year of passing /award	percentage of marks, Class/ Grades obtained	Any Distinction achieved	Sl. No. of supporting document
SSC or equivalent							
Intermediate or equivalent							
UG							
PG							
M.Phil.							
	Title of dissertation:						

Ph.D.							
	Title of thesis:						
Any other Degrees/ Diplomas							
NET	Date and year of qualification:						
SLET/SET	i) Name of the test: SLET/SET (Tick appropriate one) ii) Date and year of qualification: _____ iii) Name of the State that conducted the test: _____						

(Attach copies of supporting documents)

4. Academic Distinctions, if any:

Name of the Course/ Programme	Academic distinction/s obtained	Sl. No. of supporting documents

(Attach copies of supporting documents)

5. Present Post:

Name of the present post	Name of the employer	From – to	Scale of pay/ Basic pay/Pay band	Nature of duties	Sl. No. of supporting documents

(Attach copies of supporting documents)

6. Record of Employment Experience (Teaching and Research): In chronological order starting with the most recent

Sl. No.	Name of the employer	Post held and Scale of pay/Grade pay/ Level of pay	Nature of appointment – Regular/ Adhoc/ any other	Period of employment		Nature of duties	Sl. No. of supporting documents
				From - to	Total service in years, months and days		

(Attach copies of supporting documents)

7. Summary of Experience

Sl. No.	Teaching Experience	From - to	Total	
			Years	Months
i.	Undergraduate level			
ii.	Postgraduate level			
Research Experience				
iii.	Research experience other than the period spent for obtaining the M.Phil./Ph.D. degree			

8. Post-Doctoral Experience:

Name of the University/ Institution	Title of Project	Agency from where the PDF was awarded	Total value of the award	Period of PDF From-To-	Sl. No. of supporting document

(Attach copies of supporting documents)

PART – B

I. Involvement in the University/College students' related activities / research activities:

Assessment Criteria:

- (i) **Good** – Involved in at least 3 activities
- (ii) **Satisfactory** – 1 or 2 activities
- (iii) **Not Satisfactory** – Not involved / undertaken any of the activities

Note: Number of activities can be within or across the broad categories of activities

Activity	Activity performed	Sl. No. of supporting document
(a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator/ Warden, etc.		
(b) Examination and evaluation duties assigned by the college/ university or any other academic body/institution		
(c) Student related co-curricular, extension and field-based activities such as student clubs, career counselling, study visits, student seminars and other events - cultural, sports, NCC, NSS and community services		

(d) Organising seminars/ conferences/ workshops, other academic activities in the university/college/institution		
(e) Evidence of guiding Ph.D. students actively		
(f) Conducting minor or major research project sponsored by national or international agencies.		
(g) At least one single or joint publication in peer- reviewed or UGC list of Journals		

(Attach copies of supporting documents)

PART – C

CREDIT POINTS: Faculty of Languages/ Humanities/Arts/ Social Sciences/ Education and other related disciplines – **10 per paper**

The Research score for research papers would be augmented as follows:

Peer-reviewed or UGC-listed journals (Impact factor as per Thomson Reuters list)

- i. Paper in refereed journals without impact factor - 5 Points
- ii. Paper with impact factor less than 1 - 10 Points
- iii. Paper with impact factor between 1 and 2 - 15 Points
- iv. Paper with impact factor between 2 and 5 - 20 Points
- v. Paper with impact factor between 5 and 10 - 25 Points
- vi. Paper with impact factor >10 - 30 Points

Two authors: 70% of total value of publication for each author

More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each

Note:

- Paper presented that become a part of an edited book or proceeding can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories under 5(b) i.e. Policy Document and 6 i.e. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

1. Research Papers in Peer-Reviewed/Referred/ UGC listed Journals

Sl. No.	Title of paper	Name of Journal with ISSN No.	Volume, Issue No, Year, Page Nos.	Whether the applicant is the main author Yes/ No	Peer-reviewed/ UGC listed Journal/ Indexed Journals/ Impact factor as per Thomson Reuters list	Credit points (as claimed by the applicant)	Verified score (for office use only)	Sl. No. of supporting documents
TOTAL								

(Attach copies of supporting documents)

2. Publications (other than Research Papers):

(a) Books Authored: International Publishers –12 credits, National Publishers –10 credits

Sl. No	Title of the book	Authored/ Co-authored	Name of the publisher. Indicate National or International	ISBN No. and year of publication	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

i) Chapter/s in Edited Books: 05 credits for each chapter

Sl. No	Title of the chapter	Title of the book	ISBN No. and year of publication	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

ii) **Books Edited:** International Publisher –10 credits, National Publisher–8 credits

Sl. No	Title	Name of the Publisher (National/International)	ISBN No. and year of publication	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

b) **Translation works in Indian and Foreign Languages (either the complete book or chapters in a book):**
Chapter or Research Paper–03 credits, Complete book–08 credits

Sl. No	Title of the book/chapter	Name of the publisher, ISBN No.& Year of publication	Languages		Credit points	Verified score (for office use only)	Sl. No. of supporting documents
			Source	Target			

(Attach copies of supporting documents)

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

A. Development of innovative pedagogy for courses: 05 credits.

Institution	Subject	Innovative Pedagogy developed	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

B. Design of new curricula and courses: 02 per curricula/ course

Institution	Subject	New curricula/courses developed	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

C. Development of MOOCs

i) Development of a complete MOOC in 4 quadrants (4 credit course): – 20 credits

In case of MOOC less than 4 credits: – 05 credits.

Institution	Subject	MOOC developed	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

ii) MOOCs (developed in 4 quadrant) per module / lecture

Institution	Subject	Module / lecture of MOOC	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

iii) Experience as content writer/subject matter expert for each module of MOOCs (at least one quadrant): 02 credits

Institution	Subject	Content writer/subject matter expert of MOOC	No. of Quadrants completed	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

iv) Experience as Course Coordinator for MOOCs (4 credit course): – 08 credits

In case of MOOCs of lesser credits: – 02 credits

Institution	Subject	No. of 4 credit courses coordinated	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

D. E-Content**i. E-Content developed in 4 quadrants for a complete course/ e-book: – 12 credits**

Institution	Subject	E-content in 4 quadrants for a complete course/ e-book	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

ii. E- Content developed in 4 quadrants per module: – 05 credits

Institution	Subject	E-content in 4 quadrants	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

iii. Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant): - 02 credits

Institution	Subject	E-content module in complete course/ paper/ e-book (at least one quadrant)	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

iv. Editor of e-content for complete course/paper/e-book: - 10 credits

Institution	Subject	Name of the complete course/ paper/ e-book	Credit Points	Verified Score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

4. (a) Research Guidance

Ph.D.—Degree Awarded – 10 credits per each degree awarded

Ph.D.—Thesis submitted – 05 credits per thesis submitted

M.Phil./PG Dissertation – 02 credits per degree awarded

Name of the degree	Awarded (Title of the thesis/dissertation)	Submitted (Title of the thesis/dissertation)	Credit points	Verified score (for office use only)	Sl. No. of supporting documents
Ph.D.					
M. Phil					
PG Dissertation					

(Attach copies of supporting documents)

(b) Research Projects Completed:

More than 10 lakhs - 10 credits

Less than 10 lakhs - 05 credits

Sl. No	Title of the project	Whether major or minor project	Funding agency	Funding received/ Total grants	Role performed: Investigator/ Co-investigator/ Project director	Date of commencement and date of completion	Whether outcome/ outputs sent to sponsoring Govt. agency	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

(c) Research Projects Ongoing:

More than 10 lakhs - 05 credits

Less than 10 lakhs - 02 credits

Sl. No	Title of the project	Funding agency	Funding received/Total grants (Rs.)	Role performed Investigator/ Co-investigator/ Project director	Date of sanction	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

(d) Experience in Project Consultancy Work: 03 credits

Sl. No	Title of the Project Consultancy	Agency	Nature of Consultancy	Year of commencement	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

5. (a) Patents registered: International –10 credits, National –07 credits

Sl. No	Title and description of the Patent	Registration No. and year	International / National	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

(b) Policy documents submitted to any International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government:

International – 10 National – 7 State - 4

Sl. No	Name of Agency	Title of the Policy Document	International / National / State	Year of submission	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

(c) Awards/ Fellowships received: International – 07, National – 05

Sl. No	Title of the Award/Fellowship	Agency	Amount in Rs.	National/ International	Year of award	Credit points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

- 6. Delivering invited lectures/ acting as a Resource Person/ presenting papers in Seminars/ Conferences/ publishing full paper in Conference Proceedings in national and international Seminars/Conferences organized in India and abroad (Paper presented in Seminars/ Conferences and also published as full paper in Conference Proceedings will be counted only once):**
International (Abroad) –07 credits, International (within country) – 05 credits, National – 03 credits, State/ University – 02 credits

Sl. No	Title of the seminar/conference and dates	Organizing agency	Invited lecture/Resource person/Keynote speaker/Paper presenter/Plenary speaker	National/ International (abroad)/ International (within country)/ State/University	Credit Points	Verified score (for office use only)	Sl. No. of supporting documents

(Attach copies of supporting documents)

SUMMARY OF RESEARCH SCORE

	As claimed by the applicant	Verified score (for office use only)
Research score from Sl. No. 1 to 5 (a) + 5 (c)		
Research score for 5 (b) and 6		
Total Research Score from Sl. No 1 to 6		

Minimum research score for Professor is 120 as per UGC regulations

PART – D

- 7. Have you undertaken any foreign travel for academic purposes? If yes, give details below:**

Country/Countries visited	Institution and dates	Years of visit	Purpose of visit	Sl. No. of supporting documents

(Attach copies of supporting documents)

- 8. Membership in Professional Bodies:**

Sl. No	Name of the Professional Body/ Organisation	Sl. No. of supporting documents

(Attach copies of supporting documents)

9. Future Plans:

(Please provide a brief outline in about 300 words how you will be able to contribute to the teaching and research of the department.)

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10. Have you ever been punished by your organisation / institution or convicted by a Court of Law or whether any trial is pending in any Court of Law? If yes, please furnish all the details.

ANY OTHER RELEVANT INFORMATION

Please give details of any other significant contributions, awards etc. which are not mentioned in this form

Sl. No.	Details

Names and addresses of Two Referees:

1. Name: Designation: Address: Mobile No. Email:	2. Name: Designation: Address: Mobile No. Email:
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PART – E

Please indicate how you fulfill the qualifications prescribed in the UGC Regulations, 2018 for **Professor**

A	B
	Fill in the following substantiating your candidature for the post
i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian university, or an equivalent degree from an accredited foreign university	
ii) An eminent scholar having Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in (Table 2)	i) ii) iii) iv)
ii) A minimum of ten years of teaching and/or research experience. Teaching experience in University/College as Assistant Professor/ Associate Professor/ Professor. Research experience at equivalent level at the University/ National level Institutions with evidence of having successfully guided doctoral scholars	i) ii) iii) iv)

DECLARATION TO BE SIGNED BY THE CANDIDATE

I hereby declare that the information given by me in the Application is true, complete and correct to the best of my knowledge and belief and that nothing has been concealed or distorted thereof. If at any stage, I am found to have concealed/ distorted any information or given any false statement, my application/ appointment shall be liable to be summarily rejected/ terminated without notice or compensation.

I hereby undertake that in the event of any information being found false, incomplete or incorrect, I will only be responsible and my candidature is liable to be cancelled/ my appointment is liable to be terminated.

Place:

Signature of the candidate

Date:

PART - F

ENDORSEMENT OF THE EMPLOYER (wherever applicable)

Ref. No.....

Date.....

1. Mr./Ms./Dr. _____ is a permanent/temporary/adhoc/employee of the organisation holding the post of _____, w.e.f. ____ / ____ / ____ in the pay level/scale of Rs. _____. He / She is presently drawing a pay of Rs. _____ and a gross salary of Rs. _____.

2. Certified that the information given by the applicant in this application form has been verified and found to be correct with reference to her/his service records in this institution. The Organization/Institute/University/College has no objection for his/her application being considered by The English and Foreign Languages University, Hyderabad.

3. Certified that no vigilance case is pending/contemplated against the applicant.

Place:

Signature of the employer (with office seal)

Date: