**Annexure – A**

**Details of academic qualifications**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SL.No.** | **Copy of certificates** | **Certificate copy attached****(Strikeout whichever not required)** | **A Certificate attached with Annexure A****(No. is Sr. No.)** | **Page No** |
| 1. | Notification for date of defence of PhD Degree or Provisional PhD Degree certificate. | Yes / No | A1 |  |
| 2. | PhD Degree Certificate | Yes / No | A2 |  |
| 3. | PG Degree Certificate | Yes / No | A3 |  |
| 4. | PG Final Mark sheet or Grade Card | Yes / No | A4 |  |
| 5. | UG Degree Certificate | Yes / No | A5 |  |
| 6. | UG Final Year Mark sheet or Grade Card | Yes / No | A6 |  |
| 7. | 10+2 Mark sheet | Yes / No | A7 |  |
| 8. | 10+2 Certificate | Yes / No | A8 |  |
| 9. | 10 Mark sheet | Yes / No | A9 |  |
| 10. | 10 Certificate | Yes / No | A10 |  |

**Note : Candidate should attach self-attested copy of above certificates after this content sheet of Annexure-A and assigned page numbers like A1-1, A1-2….. A6-1 etc.**

**Signature of Candidate**

**Annexure – B**

**Details of Experience in Teaching**

|  |  |  |  |
| --- | --- | --- | --- |
| SL. No. | **Description** | **A Certificate attached with Annexure B****(No. is Sr. No.)** | **Page No.** |
| 1. |  | **B1** |  |
| 2. |  | B2 |  |
| 3. |  | B3 |  |
| 4. |  | B4 |  |
| 5. |  | B5 |  |
| 6. |  | B6 |  |
| 7. |  | B7 |  |
| 8. |  |  |  |
| 9. |  |  |  |
| 10. |  |  |  |

**Note : Candidate should attach self-attested copy of above certificates duly issued by competent authority after this content sheet of Annexure-B and assigned page numbers like B1-1, B1-2….. B6-1 etc.**

**Signature of Candidate**

**Annexure – C**

**Details of Experience in Industry**

|  |  |  |  |
| --- | --- | --- | --- |
| SL. No. | **Description** | **A Certificate attached with Annexure B****(No. is Sr. No.)** | **Page No.** |
| 1. |  | **C1** |  |
| 2. |  | C2 |  |
| 3. |  | C3 |  |
| 4. |  | C4 |  |
| 5. |  | C5 |  |
| 6. |  | C6 |  |
| 7. |  | C7 |  |
| 8. |  |  |  |
| 9. |  |  |  |
| 10. |  |  |  |

**Note : Candidate should attach self attested copy of above certificates duly issued by competent authority after this content sheet of Annexure-B and assigned page numbers like C1-1, C1-2….. C6-1 etc.**

**Signature of Candidate**

|  |  |
| --- | --- |
|  **Credit points claimed** |  |
| Registration Id:  | Post Applied For: ............................... |
|  |  |

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Activity Details** | **Credit Points** |
| 01 | One external Sponsored R & D Project completed or ongoing /patent granted | PI | CPI |  |
|  |  |  |
| 02 | Consultancy projects | Single | Group |  |
|  |  |  |
| 03 | Ph.D. completed (including thesis submitted cases). | Sup | Co-Sup |  |
|  |  |  |
| 04 | One Journal papers in SCI / Scopus (Paid Journals not allowed). | 1st Auth | Co-Auth |  |
|  |  |  |
| 05 | One Conference paper indexed in SCI / Scopus / Web of science Conference / any internationally renowned conference. | 1st Auth | Co-Auth |  |
|  |  |  |
| 06 | Head of the Department, Dean, Chief Warden, Professor In-charge (Training and Placement), Advisor (Estate),Chief vigilance Officer, PI (Exam), TEQIP (Coordinator). |  |  |  |
| 07 | Warden, Assistant Wardens, Associate Dean, Chairman or Convener Institute Academic Committees, Faculty in charge Computer Center or Information and Technology Services of Library or Admission or student activities and other Institutional Activities. |  |  |  |
| 08 | Chairman and Convener of different standing committee and special committee (Ex officio status will not be considered). Faculty in-charges (Each for one year dur.) of different Units or  |  |  |  |
| 09 | Departmental Activities identified by Head of the Department like lab in-charges, or department level committee for a minimum period of one year. |  |  |  |
| 10 | Workshop or Faculty Development Program or short term courses of min 05 working days duration offered as coordinator or convener. | Single | Group |  |
|  |  |  |
| 11 | For conducting national programs like Global Initiative of Academic Networks etc. as course coordinator 1 )Program of two weeks duration 2) Program of one week duration. | Single | Group |  |
|  |  |  |
| 12 | National or International conference organized as Chairman or Secretary. |  |  |  |
| 13 | Length of service over and above the relevant minimum teaching experience required for a even cadre. |  |  |  |
| 14 | Establishment of New Lab(s). |  |  |  |
| 15 | Theory Teaching of over and above 6 credit hrs. course. |  |  |  |
| 16 | Post Graduate Dissertation guided. |  |  |  |
| 17 | Under Graduate Projects |  |  |  |
| 18 | Text or Reference Books published on relevant subjects from reputed international publishers. |  |  |  |
| 19 | Text or reference book published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers. |  |  |  |
| 20 | Significant outreach Institute out activities. |  |  |  |
| 21 | Fellow IEEE, FNA, FNAE, FNASc. |  |  |  |
| 22 | Placement percentage (only for the placement cell officers / for Faculty in-charge of Placement) 1)Above 85% 2) 75%-84% (% to be based on total number of students passing out and single job offer) |  |  |  |
|  |  |  |  |  |
| **Total Credit points claimed** |  |

**Annexure – D**

**Index for Credit Point Details**

|  |  |  |
| --- | --- | --- |
| **Annexure No.** | **Activity Details** | **Page No.** |
| D1 | One external Sponsored R & D Project completed or ongoing /patent granted |  |
| D2 | Consultancy projects |  |
| D3 | Ph.D. completed (including thesis submitted cases). |  |
| D4 | One Journal papers in SCI / Scopus (Paid Journals not allowed). |  |
| D5 | One Conference paper indexed in SCI / Scopus / Web of science Conference / any internationally renowned conference. |  |
| D6 | Head of the Department, Dean, Chief Warden, Professor In-charge (Training and Placement), Advisor (Estate),Chief vigilance Officer, PI (Exam), TEQIP (Coordinator). |  |
| D7 | Warden, Assistant Wardens, Associate Dean, Chairman or Convener Institute Academic Committees, Faculty in charge Computer Center or Information and Technology Services of Library or Admission or student activities and other Institutional Activities. |  |
| D8 | Chairman and Convener of different standing committee and special committee (Ex officio status will not be considered). Faculty in-charges (Each for one year dur.) of different Units or  |  |
| D9 | Departmental Activities identified by Head of the Department like lab in-charges, or department level committee for a minimum period of one year. |  |
| D10 | Workshop or Faculty Development Program or short term courses of min 05 working days duration offered as coordinator or convener. |  |
| D11 | For conducting national programs like Global Initiative of Academic Networks etc. as course coordinator 1 )Program of two weeks duration 2) Program of one week duration. |  |
| D12 | National or International conference organized as Chairman or Secretary. |  |
| D13 | Length of service over and above the relevant minimum teaching experience required for a even cadre. |  |
| D14 | Establishment of New Lab(s). |  |
| D15 | Theory Teaching of over and above 6 credit hrs. course. |  |
| D16 | Post Graduate Dissertation guided. |  |
| D17 | Under Graduate Projects |  |
| D18 | Text or Reference Books published on relevant subjects from reputed international publishers. |  |
| D19 | Text or reference book published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers. |  |
| D20 | Significant outreach Institute out activities. |  |
| D21 | Fellow IEEE, FNA, FNAE, FNASc. |  |
| D22 | Placement percentage (only for the placement cell officers / for Faculty in-charge of Placement) 1)Above 85% 2) 75%-84% (% to be based on total number of students passing out and single job offer) |  |

**Note :**

1. **Candidate should attach self-attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**
2. **Guidelines for calculation of credit points are available on the website.**

 **Signature of Candidate**

**Annexure-D1**

D1. Externally sponsored Research and Development projects completed or ongoing / Patent granted:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SP Title** | **Sponsored Agency** | **Duration** | **Amount in Lakhs** | **Status** | **No. of Co-investigators** |
| **From Date** | **To Date** |
| **Role :** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Patent Name.** | **Reg/Ref. No.** | **Awarded Date** | **Awarded Organisation** | **Status** | **No. of Co-inventors** |
| **Role :**  |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D2**

**D2.** Consultancy projects:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Title / Detail** | **Funding Agency** | **No of Co-Investigators** | **Consultancy amount in Lakhs** | **From Date** | **To Date** | **Status** |
| **Role :** |
|  |  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D3**

D3. Ph.D. completed (Completed including thesis submitted cases):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title of the Thesis**  | **Institute Name** | **Name of Scholar** | **Thesis Date** | **Status** | **No. Of Co-Supervisor** |
| **Role :**  |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D4**

D4: Paper Publications in SCI/Scopus indexed Journals (**Paid Journals not allowed**).

**DATE OF LAST PROMOTION:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Title of the paper**  | **Journal Name** | **Res. Place** | **Res. Year** | **Volume** | **Status** | **Role** | **No of Auth** |
| **Type :**  |
|  |  |  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D5**

D5: Paper Publications in Conferences (SCI/SCOPUS/ Web of Science/ Internationally renowned conference):

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Title of the paper**  | **Conference Name** | **Res. Place** | **Res. Year** | **Volume** | **Status** | **Role** | **No of Auth** |
| **Type :**  |
|  |  |  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D6**

D6: Administrative Responsibilities Entrusted: (HOD, Dean, Chief Warden, Professor in-charge of T & P, Advisor (Estate), CVO, PI (Exam), TEQIP (Coordinator) (**Since the last promotion**):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position held**  | **Organization** | **Duration** | **Work Nature** | **No. of Year** |
| **From Date** | **To Date** |
| **Role :**  |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D7**

D7: Warden, Assistant warden, Associate Dean, Chairman/Convener Institute Academic Committees, In-charge Computer centre/IT Services/library/Admission/student activities and other Institutional activities) (**Since the last promotion**)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position held**  | **Organization** | **Duration** | **Work Nature** | **No. of Year** |
| **From Date** | **To Date** |
| **Role :**  |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D8**

D8: Chairman and Convener of different standing committee and special committees (ex officio status will not be considered). Faculty in charges (each for one year duration) of different units or equivalent.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position held**  | **Organization** | **Duration** | **Work Nature** | **No. of Year** |
| **From Date** | **To Date** |
| **Role :**  |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D9**

D9: Departmental activities identified by HoDs like lab in charge, or department level committee for a min. period of 1 year.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position held**  | **Organization** | **Duration** | **Work Nature** | **No. of Year** |
| **From Date** | **To Date** |
| **Role :**  |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D10**

D10. Workshop/FDP/Short term courses of min. 05 working days duration offered as coordinator or convener.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title**  | **Duration** | **Organized At** | **Category** | **No. of Days** |
| **From Date** | **To date** |
| **Role :**  |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D11**

D11. For conducting National Programs like GIAN etc. as course coordinator.

1. **Two Week duration**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Program Type** | **Title**  | **Duration** | **Organized At** | **No. of Week** |
| **From Date** | **To date** |
| **Role :** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. **One week Duration**

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Program Type** | **Title**  | **Duration** | **Organized At** | **No. of Week** |
| **From Date** | **To date** |
| **Role :** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Signature of Candidate

**Annexure-D12**

D12. National / International Conference organized as Chairman / Secretary

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title**  | **Organized At** | **Duration** | **Level** | **Role** |
| **From Date** | **To date** |
|  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D13**

D13: Length of service over and above the relevant minimum teaching experience required for a given cadre.

**Length of Service :**

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D14**

D14: Establishment of new Labs.(**Since the last promotion**):

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Lab** | **Department** | **No. of Experiments** | **Year** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D15**

**D15:** Theory teaching of over and above 6 credit hrs course.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Academic Year** | **No. of Hours Odd Sem** | **Odd Sem Sub1** | **Odd Sem Sub2** | **Odd Sem Sub3** | **No. of Hours Even Sem** | **Even Sem Sub1** | **Even Sem Sub2** | **Even Sem Sub3** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
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**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D16**

D16: PG Dissertation Guided

|  |  |  |
| --- | --- | --- |
| **Title of Dissertation** | **Student Name** | **Year** |
|  |  |  |
|  |  |  |

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D17**

D17: UG Projects guided (**Since the last promotion)**

|  |  |
| --- | --- |
| **Title of the Project** | **Year of Submission** |
|  |  |
|  |  |

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D18**

D18:Text/Reference Books Published on relevant subjects from reputed international publishers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title** | **Name of Publisher** | **Pub. Type** | **Pub. Year** | **Last Edition** |
| **Type of Publisher :** |
|  |  |  |  |  |
|  |  |  |  |  |

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D19**

D19: Text/Reference book published from reputed national publishers or book chapters in the books published by reputed international publishers (**Since the last promotion**):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title** | **Name of Publisher** | **Pub. Type** | **Pub. Year** | **Last Edition** |
| **Type of Publisher :** |
|  |  |  |  |  |
|  |  |  |  |  |

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D20**

D20: Significant Outreach Institute Activities

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Activity** | **Role** | **Given By** | **Year** |
|  |  |  |  |
|  |  |  |  |

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D21**

D21:Fellow of IEEE, FNA, FNAE, FNASc

|  |  |  |
| --- | --- | --- |
| **Organization** | **Position Held** | **Remark** |
|  |  |  |
|  |  |  |

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure-D22**

D22. Placement % (Only for the placement cell officers/Faculty in-charge of placement).

|  |  |  |
| --- | --- | --- |
| **Academic Year** | **Placement Percentage** | **No. of Students Placed** |
|  |  |  |
|  |  |  |

**Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**

Signature of Candidate

**Annexure – E**

**NO OBJECTION CERTIFICATE TO BE FURNISHED BY THE CANDIDATE WHO IS ALREADY IN EMPLOYMENT REGULAR/TEMPORARY BASIS. (For internal candidate No objection certificate is not required)**

 Certified that Dr.(Mr/Ms.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Son/Daughter of Shri \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Designation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_is a permanent/temporary/adhoc employee of these department/institutions since \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The Department/Institution/organization has no objection if he/she is appointed in National Institute of Technology, Agartala against the posts advertised by the NIT, Agartala vide advertisement No. ……

 SIGNATURE WITH SEAL

Place: OF THE DEPARMENT/INSTITUTION/ ORGANISATION

Dated:

**Annexure – F**

**Any Govt. identity proof**

**(Election I-Card/ UID Aadhar Card/ PAN etc.)**

**Annexure – G**

**Check List**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sr. No. | Document Description | Yes/No/Not Applicable | Page Numbers | Number of Pages |
| **1.** | Completed online summary report (Hard Copy) of Signed Application Form with pasted photograph  | Yes |  |  |
| **2** | Educational Qualifications as Annexure A  | Yes |  |  |
| **3.** | Teaching Experiences Annexure B  | Yes |  |  |
| **4.** | Experience in Industries/Research: as Annexure C  | Yes |  |  |
| **5.** | Summary Credit Point Calculation  |  |  |  |
| **6.** | Credit Point Calculation Supporting Documents (Annexure D) |  |  |  |
| **7.** | Caste/Category/ EWS Certificate  |  |  |  |
| **8.** | PWD Certificate  | **Yes/ Not Applicable** |  |  |
| **9.** | NOC from Present Employer (Annexure E) |  |  |  |
| **10.** | Govt. identity proof (Election I-Card/ UID Aadhar Card/ PAN etc.)(Annexure-F) | **Yes** |  |  |
| **11.** | Check List Itself (Annexure-G) | **Yes** |  |  |
| **Total Numbers of Page** |  |

 **Signature of Candidate**