

# Chhaju Ram Law College, Hisar

Application form for the post of Principal

Serial No.....

Application No.....

(To be filed in by the office)

## NOTE:

- i. The application form should be filled in properly and completely.
- ii. Self-attested copies of all Certificates/Testimonials should be attached with the original application form only. Originals will have to be shown at the time of the Interview.
- iii. Weightage of only those documents shall be counted whose copies are attached.
- iv. The application should be accompanied by the Bank Draft of the value of Rs. 1000/- for the General Category and Rs. 500/- for the Reserved Category and Women. The Demand Draft must be drawn in favor of the Principal, Chhaju Ram Law College, Hisar.
- v. Persons in employment should send their applications through their employer or submitted their NOC from the employer at the time of joining if selected. They may however, send a copy in advance, but it must be on the prescribed form and accompanied by prescribed application fee, copies of certificate/testimonials etc.
- vi. Only eligible candidates should apply for the position/Post (Candidate must be eligible on the last date of submission of Application Form).
- vii. The candidates should also submit Self-Assessment performa duly filled in all respects.
- viii. Application not supported with required application fee, Self-Assessment performa, self-attested copies of certificates/testimonials/reprints of Research Publications, title page(s) and contents page(s) of each Journal in which the publication under reference were published will be rejected.
- ix. No application/documents shall be accepted after the expiry of last date of the receipt of application forms. Incomplete form and those received after the expiry of last date will not be entertained and will stand rejected summarily.
- x. Candidate should filled API score sheet attached with application form. Without API score sheet application form shall stand cancelled. Candidate shall use additional sheets if required in case of more information column wise.

1. a) Post applied for \_\_\_\_\_ College \_\_\_\_\_  
b) Advertisement No. : \_\_\_\_\_  
c) Date of attaining eligibility for the post \_\_\_\_\_

2. a) Name of the Candidate in Full (in block letters) : \_\_\_\_\_  
b) Father's Name : \_\_\_\_\_  
c) Mother's Name: \_\_\_\_\_

3. a) Present Postal Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- b) Permanent Address: \_\_\_\_\_  
\_\_\_\_\_

- c) Mobile No. : \_\_\_\_\_

- d) E-mail Address: \_\_\_\_\_

4. a) Date of Birth (dd/mm/yyyy) : \_\_\_\_\_

- b) Age as on last date of applying: \_\_\_\_\_ Year, \_\_\_\_\_ Month, \_\_\_\_\_ Days

- c) Place of Birth: \_\_\_\_\_

- d) Aadhar Card No., if any: \_\_\_\_\_

(photocopy should be enclosed):

5. a) Nationality of Candidate : \_\_\_\_\_

- b) Do you belong to SC/ST/BC/: \_\_\_\_\_

Ex-Servicemen of Haryana (if yes,

Attach a certificate from the competent authority of Haryana)

- c) Gender: Male/Female/Trans-gender :      Male                  Female                  Transgender

- d) Marital Status (Married/Unmarried) : \_\_\_\_\_

(If married, whether you have more than one living spouse) say Yes or No)

- 6.a) Present employment, if any, with pay & grade: \_\_\_\_\_

(State whether on ad-hoc/temporary/probation/Permanent)

- b) Date of next increment \_\_\_\_\_

- c) Name of Employer : \_\_\_\_\_

- d) Have you obtained prior permission of your: \_\_\_\_\_

Present employer for submitting this application?

e) Basic pay acceptable, if selected: \_\_\_\_\_

f) Period required for joining the post, if appointed: \_\_\_\_\_

7. a) Have you ever been debarred/disqualified \_\_\_\_\_

By any university/Public Service Commission from appearing at its examination/selection.

If yes, the details thereof

b) Are you a dismissed employee ? (Say Yes or No) : \_\_\_\_\_

8.a) Whether any criminal case has been registered against you (Yes/No): \_\_\_\_\_

b) Whether you have been charge-sheeted: \_\_\_\_\_

for any criminal offence? If yes, the details thereof.

c) Whether you have been convicted by any: \_\_\_\_\_

competent court for any criminal offence?

If yes, the details thereof.

9. Bank Draft(s) No(s) date and Amount :

\_\_\_\_\_

10. Reference: (These persons should be professionally competent, who are well acquainted with some aspect of the applicant's training accomplishment, capabilities and character but must not be in blood relation to the candidate. Two references should be listed and at least one of them should be citizen of India. For applicant having done Post Graduate or post-doctoral research, the Research supervisor must be listed.)

a) Name: \_\_\_\_\_

Occupation or Position: \_\_\_\_\_

Address: \_\_\_\_\_

With email: \_\_\_\_\_

b) Name: \_\_\_\_\_

Occupation or Position: \_\_\_\_\_

Address: \_\_\_\_\_

With email: \_\_\_\_\_

11. Educational qualifications (Exact marks and % should be filled, no rounding should be there)

Sr. No.	Exam Passed	Subjects	University/ Board	Year of passing	Roll No.	Class of Division	MaxMarks	Marks Obtained	% of Marks	Distinctions , if any
1.	Matric									
2.	Hr. Sec/Pre- Univ./Inter/ 10+2									
3	Graduation (B.A./B.Sc./ B.Com etc.)									
4.	Post Graduation (M.A./M.Sc. /M.Com etc.)									
5.	LL.B.									
6.	LL.M.									
7.	Ph.D (Date of Registration/ Date of Award/ Subject)									
8.	SLET/etc. (Date of Eligibility  NET, Date of qualifying as per certificate/ subject)									
9.	Any other exam									

Note:- Attested copies/Self Attested copies of certificate in support of qualifications be

attached with this application.

12. Topic of Research in Ph.D.

: \_\_\_\_\_

Date of Registration: \_\_\_\_\_

Date of Award of Degree: \_\_\_\_\_

13. NET/SLET Category (Gen/BC/SC etc.): \_\_\_\_\_

Date of qualifying Conducting authority

14. Field of Specialization, if any: \_\_\_\_\_

15. Total Experience: (for teaching position/post) Teaching experience (to be mentioned from the date of meeting the eligibility requirement of the post applied.)

Name of employer/ Institution	Designation	Nature of appointment regular/ Adhoc/ Contract/ per lecture basis	Pay scale/ Total Salary	Number of years

### Research Supervision

	Awarded	Submitted	In Progress	Remarks
Ph.D.				
LL.M.				
	Completed	In Progress		
Research Projects				
1.				
2.				
3.				



16(d)Research Papers Published in National Journal					
Sr. No.	Author(s)	Title	Year of Publication	Name of National Publisher with ISBN No.	Vol. no & Page no.
16(e) Chapter Published in Book by National Publisher/Book Published by National Publisher					
Sr. No.	Author(s)	Title	Year of Publication	Name of National Publisher with ISBN No.	Vol. no & Page no.
16(f)Paper published in conference proceedings					
Sr. No.	Author(s)	Title	Year of Publication	Name of Conference whose proceeding(National/International with ISSN/ISBN No.	Vol. No & page no.
16(g)Paper published in journal of public funded university and institutions of national importance such as ICSSR,IIPA,NCAER etc. published priority year 2010 irrespective of ISSN/ISBN					
Sr.No.	Author(s)	Title	Year of Publication	Name of Journals of Public Funded institutions of National Importance	Vol. No & Page no.

<b>17 (a) Training courses, teaching-learning-evaluation technology, faculty development programmes attended.</b>					
<b>S.N.</b>	<b>Programme</b>	<b>Duration</b>	<b>Organized by</b>		

<b>(18) Papers presented in Conferences, Seminars, Workshops, Symposia*</b>			
<b>S.N</b>	<b>Full Papers Presented. (International/National/Regional/State level/Local – University/ College level</b>	<b>ISSN / ISBN No.</b>	<b>Details of Conference International/National /Regional</b>

<b>19. Invited Lectures/ Refresher/Orientation course class and Chairmanships at National or International Conference/Seminars</b>				
<b>S.N</b>	<b>Details of event</b>	<b>International</b>	<b>National</b>	<b>Regional</b>

<b>20. Academic Contribution through participation in quality/enhancement/ sustenance</b>
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efforts.		
S.N	Membership	Membership Type
1	Member of University Court/ Executive Council/ Academic Council/IQAC/ IAEC/Human Ethics Committee/ High Powered Purchase Committee/ GSCASH/house allotment committee/ NAAC committee/ Health advisory Committee /UG or PG Board - of Studies (of any university or institute) /RDC of other universities/ Governing body of college(s) or institute(s)/ inspection committee(s) etc.	

20. Give particulars of prize, medal and merit won, distinction if any:-

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_
- (iv) \_\_\_\_\_

21. List of certificates (attested copies) attached:-

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_
- (iv) \_\_\_\_\_
- (v) \_\_\_\_\_
- (vi) \_\_\_\_\_
- (vii) \_\_\_\_\_
- (viii) \_\_\_\_\_
- (ix) \_\_\_\_\_
- (x) \_\_\_\_\_

(xi) Total no of pages including application form .....

Additional information if any :- \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I certify that the information given above & in the enclosed documents are true to the best of my knowledge and belief and nothing has been concealed therein. I am aware of the fact that if the information given by me is proved false/not true, I will have to face the criminal proceeding as per provision of sections 177,197,198,199&200 of IPC & any other suitable provision of law. Also all benefits availed by me shall be summarily withdrawn and my application shall be liable for disqualification.

Place .....  
Date.....

(Signature of the Candidate)

**CERTIFICATE FROM EMPLOYER, IF ANY**

The application of Miss/Mrs./Sh./Dr. .... who is atpresent working as .....in the ..... (Deptt./Organization)is recommended and forwarded for consideration for the post of..... to the President, Jat Educational Society, Hisar. In case, he/she is selected for employment in the C R Law College Hisar he/she will be relieved of his/her present position .

Place.....  
Date .....

Signature of Head  
of the office /organization  
Seal of Office