

From

Director General Higher Education, Haryana, Panchkula.

To

1. Additional chief Secretary to Government, Haryana, Animal Husbandry & Dairy Development Department,
2. Additional Chief Secretary to Government Haryana, Medical Education & Research Department.
3. Additional Chief Secretary to Government Haryana, Technical Education Department.
4. Principal Secretary to Government Haryana, Agriculture & Farmers Welfare Department,
5. Additional Chief Secretary to Government Haryana, Skill Development and Industrial Training Department.

Memo No. 20/20-2014 UNP (5)

Dated, Panchkula, the

**Subject: Standard Format for appointment of Vice-Chancellor of a State University.**

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Kindly to the subject cited above.

I have been directed to intimate that the State Government has decided that:-

1. For applying to the post of Vice-Chancellor of a State University the applicant has to apply in the prescribed format as supplied by the UGC and duly approved/adopted by the State Government. Copy of format is attached herewith.
2. All future advertisements may be given in the newspapers for calling applications for the post of Vice-Chancellor of a State University as per the enclosed format.

DA: Format.

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Superintendent UNP  
for Director General Higher Education, Haryana,  
Panchkula.

Endst No.20/20-2014 UNP (5)

Dated Chandigarh, the 18-06-2018

A copy of above is forwarded to the following for information and necessary action:-

1. PS/ACSHE for kind information of W/ACSHE.
2. PA/DGHE for kind information of W/DGHE.
- ✓ 3. Programmer for uploading on the website of Higher Education, Haryana.

*[Signature]*

Superintendent UNP  
for Director General Higher Education, Haryana,  
Panchkula.

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## Format of Application for the post of Vice Chancellor

Affix the latest  
passport size  
Photo

(Applicant is requested to type the information in the following format, and can add more lines in the format wherever required)

### 1. General information of Applicant

<b>Name (In Capital Letters)</b>	
<b>Date of Birth (Day/Month/Year)</b>	
<b>Correspondence Address</b>	
<b>Phone No.</b>	<b>Mobile No.:</b> <b>Landline No.:</b>
<b>Email</b>	

### 2. Present Position

<b>a.</b>	<b>Designation</b>	
<b>b.</b>	<b>Organization</b>	
<b>c.</b>	<b>Pay Scale</b>	
<b>d.</b>	<b>Date of appointment to the present post</b>	
<b>e.</b>	<b>Total Experience (In Years and Months)</b>	

### 3. Details of experience possessed as per eligibility criteria:

(10 year's Professorship or equivalent as per UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for Maintenance of Standards in Higher Education 2010 and subsequent modifications)

S. No.	Post Held	Pay Scale	Organisation	Nature of duties	Experience (In Years & Months)

4. Educational Qualifications (In chronological from latest to Graduation Level)

S. No.	Qualification	University	Year	Subject(s) Topic(s)	% Achieved	Distinctions etc.

5. Administrative Experience/ Post (s) & responsibilities held

S. No.	Post	Organisation/ University	Duration		Experience (In Years & Months)
			From (Date)	To (Date)	
1.	Head of the Department				
2.	Chairman, Board of Studies				
3.	Member, Board of Studies				
4.	Dean of Faculty				
5.	Member of Academic Council				
6.	Member of Executive Council				
7.	Member of Professional/ Academic Bodies				
8.	Others (Specify)				

6. (a) Academic/Teaching Experience & responsibilities (In chronological from latest to Oldest).

S. No.	Post	Organisation/ University	Duration		Experience (In Years & Months)
			From (Date)	To (Date)	

(b) Participation and contribution in relevant areas in higher education

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

(c) Involvement with formulation of academic programmes:

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

(d) Important MoUs formulated for academic collaborations:

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

(e) Position of Chairs:

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

7. International Academic Exposure, if any.

S. No.	Post/ Assignment	Organisation/ University	Area of assignment	Duration		
				From	To	(In Years & Months)

8. Scholarly achievements:

A. Contribution to Journalism & Books:

	Details
Books authored	
Editor in Chief	
Editorship	
Peer reviewer for	
Member of the International Advisory Board	
Others (Specify)	

B. Publications:

B.I Kindly provide list of scholarly publications in recognized professional and/or academic journals:

Total Publications: \_\_\_\_\_

S. No.	Date	Title	Name of Journal	Referred Journal or not	Number of Citations (where possible)

B.II List of articles in popular magazines or news papers

Total Articles : \_\_\_\_\_

S. No.	Date	Title	Name of Magazine / News Paper

**C. Participation and scholarly presentations in conferences:**

**C.I National:**

S. No.	Date	Title of Conference or Institution	Title/Subject of presentation (if made)

**C.II International:**

S. No.	Date	Title of Conference or Institution	Title/Subject of presentation (if made)

**D. Participation and contribution in National/ International Fora in the area of your academic and professional expertise.**

Plenary Lectures/ Invited Talks	Number (s)	
	International	National
Congresses attended	International	
	National	
Examinership etc.	International	
	National	
Others (Specify)	International	
	National	

**9. Research Projects:**

S. No.	Client/Organization's name	Nature of project	Duration of Project	Amount of Grant (Rupees)

**10. Consulting experience:**

List consulting assignments undertaken:

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

**11. Honors / Awards & Fellowships for Outstanding Work:**

S. No.	Name of Award/ Fellowship etc.	Elected/ Honorary Fellow	Awarded by	Year of Award

**12. Number of Research Scholars successfully guided:**

Name of Programme	Awarded (No.) (Under-progress not to be included)

**13. Strengths (In 100 words)**

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**14. Your Vision for the University (upto 500 words)**

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**15. Details of Referees, if any:**

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

I, hereby declare that all the statements/ particulars made/furnished in this application are true, complete and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, any application/ candidature is liable to be summarily rejected at any stage and if I am already appointed, my services are liable to be terminated without any notice from the post of Vice-Chancellor as per Act/ Statutes etc. and other applicable rules.

Place:

(Signature of the applicant)

Date:

**Note: Total number of pages (A-4 Size) of the application should not exceed 10 pages.**