

THE WB NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

(To be filled in by the Office)
Application No. _____ Bank
Draft enclosed: Yes/No
Issued Receipt no. _____ dated



(To be filled by the applicant)
Details of Applications Fee
Amount Rs. _____ DD No. _____
drawn on _____ Bank

FACULTY APPLICATION FORM

Important: Please read the notes at the end of the application form before filling up.

Post applied for _____

Specialization required for the Post, if any _____

1. Name(in block letters): _____

2. Father's Name _____

3. Address for communication. Permanent Address
(If different from the one in column 1)

Pin Code _____
Telephone No. _____
Mobile _____
Email _____
Fax _____

Pin Code _____
Telephone No. _____
Mobile _____
Email _____
Fax _____

4. Date of birth(DD/MM/YY): ____/____/____
Age (as on date) _____ Years _____ Months _____ Days

5. Nationality _____ Male/Female _____ Married/Single _____

6. Do you belong to Schedule Caste/Scheduled Tribe/Physically Handicapped? (If yes. Please Attach certificate)

7. (a) Post held, if any, at the time of sending the application and date of appointment (mention whether permanent, on probation or temporary)

(b) Name of Employer

(c) Present basic pay and allowances (state separately)

Scale: Rs. _____ Allowances:

Basic Pay: Rs.

- | | |
|-------------------------|-----|
| 1. Dearness | Rs. |
| 2. City Compensatory | Rs. |
| 3. House Rent | Rs. |
| 4. Any other Allowances | Rs. |

(B) (i) Research Experience, if any (use separate sheet, If necessary)::

Name of the Institution/Organization	Designation & Scale of Pay	Nature of Post : Temporary/ Permanent	Nature of Assignment	Period (give dates)	Length of Experience	
					Years	Months

(ii) Research Project Undertaken (use separate sheet, if necessary):

Subject of Research	Date Of Commencement	Date of Completion	Emoluments Drawn	Under whose auspices

(C) Mention briefly your experience/activities under the following heads, including the position held, if any (use separate sheet, if necessary).

- i) University administration
- ii) Extra-curricular activities of students.
- iii) Residential life of students

13.(a) Any published work or books written by the applicant or particulars of any research of other work that she / he may like to mention (if necessary a separate sheet of paper may be used for this purpose)	Published (Give number)	Under Publication (Give Number)	Under Preparation (Give Number)	Under Submission (Give number)
1. Books				
2. Research paper				
3. Articles				
4.				

(b) Number of candidates supervised for Research Degrees:

	Awarded	Under Submission	Research in Progress
1. Ph.D.			
2. M.Phil.			

(c) Branch of specialization, if any

14. Membership of learned Bodies:

15. Number of literary, cultural or other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctions. if any, obtained in the same.

16. Name of post with particulars for which the applicant may have already applied and which have not yet been disposed off (particulars of any subsequent application should also be intimated in writing)

17. If selected for appointment, what notice would you require for joining the post?

18. References (From two scholars, not related to the applicant, who are closely acquainted with the applicant's academic training, accomplishments and capabilities. Please indicate their telephone and e-mail contact details::

1.

2.

[Please note that Recommendations of the Referees should preferably be obtained in a sealed envelope and enclosed with this application. Recommendations can also be sent by email to nujs@vsnl.com indicating clearly the post applied for, followed by a hand signed copy by mail to Registrar, NUJS, 12 LB Block, Sector III, Salt Lake, Kolkata 700098]

Signature of the Applicant

Declaration:

I declare that the statements made in this application are true to the best of my knowledge and belief.

Date _____

Signature of the Applicant

19. Forwarded with the remarks that the facts stated in the above application have been verified and found correct and this institution/Organisation has no objection to the candidature of the applicant being considered for the post applied for

Designation _____

Signature _____

Address: _____

(Head of the Institution/Organisation
with Office seal)

Pin Code _____

Dated: _____

Telephone No. _____

20. List of Enclosures (please indicate total No. of enclosures):

IMPORTANT:

The Testimonials/Certificates attached by the applicant should be arranged strictly in the following order:

1. Draft
2. List of Publications(if any)
3. NET Certificate

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

Notes

1. Photo-copies of the Certificates, Mark-Sheets, Testimonials etc. should be attached with the application (self attested) and the originals must be produced at the time of interview and at the time of joining, if selected.
2. Except where otherwise indicated, applicants appearing from the interview shall do so at their own expense.

3. Applicants who are in employment should route their application through proper channel.

 4. University reserves the right not to fill up any vacancies advertised if the circumstances so warrant.
 5. University reserves the right to consider candidates of outstanding merit who may not have applied for the post.
 6. Relaxation of any of the qualifications may be made in exceptional cases on the recommendations of the Selection Committee.
 7. Separate application is required for each post applied for;
 8. Applications received without application fee shall not be entertained and is liable to be rejected.
 9. Appointment is on contract initially for a term of five years.
 10. DA, HRA and CCA at Central Government rate
 11. (i) In case of 'Result awaited' for the NET Examination , the candidate must inform the result as and when it is declared failing which it will be presumed that the candidate has not qualified the same which makes him/her ineligible for consideration of his/her candidature for the post of lecturer.

(ii) Similarly, in case of thesis submitted by a candidate for Ph.D., the candidate must inform about the award of the Ph.D. for the post of Associate Professor (or as the case may be).
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The WB National University of Juridical Sciences
(Please fill this Proforma neatly handwritten/typed)
 Note: No enclosure with this proforma is permissible

Application No. _____

Post applied for _____ Specialization _____

Name _____ Date of Birth _____

Mailing Address _____ Present Scale _____
 (with Telephone No.)

_____ Present Basic Pay Rs. _____ p.m.

_____ Pin _____ Present gross emoluments Rs. _____ p.m.

Present employer (Institution) _____

Whether belongs to SC/ST/Handicapped _____

Total Teaching experience _____ Year _____ months

Total Research experience _____ Year _____ months

Total Administrative experience _____ Year _____ months

Present position _____ NET cleared/appeared _____ Year _____

Academic Qualifications					Publication & Research Work (Give number)		
Exam.	Year	Divn.	% of Marks	University		Published	Under Publication/ Unpublished
					Books		
					Research		
					Papers		
					Articles		
Topic of Ph.D. thesis					Research Guidance: Number of scholars who have been awarded Ph.D./M.Phil. Degree under your supervision:-		
Experience							
Institution	Post held & Pay	From	To		Awarded	Under submission	Research in progress
					Ph.D.		
					M.Phil.		
					AREA/S OF SPECIALISATION		

Academic distinctions/awards:

Any other relevant information
 (Special Training etc.)

Recommendation of the forwarding authority
With seal

Signature of Applicant _____
Date _____

Signature of forwarding authority

The WB National University of Juridical Sciences

Post Applied for: _____

Name: _____ Application No. _____

Details of selected published work:

I. Research papers: Please list up to 5 papers which you consider your best, beginning with the latest publication. (please place an asterick on articles published in referred Journals).

Title	Author/s	Journal & Date
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1.

2.

3.

4.

5.

II. Books (list up to 5 books which you consider most important, beginning with the latest publication)

Title	Author/s	Publisher & Yr.Of Pubn.
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1.

2.

3.

4.

5.

III. Others important articles/Chapters in Books/Monographs/Papers presented in conferences, Seminars etc.

Title, Year & Particulars of Publication/Presentation

1.

2.

3.

4.

5.

Signature of Applicant

To,

(Candidate should fill his/her full postal address)

The WB National University of Juridical Sciences
Acknowledgement for: Teaching Post

Dated ___/___/200

1. Your Application for the post of _____ has been allotted
No. _____
2. For future correspondence reference to this no. and the name of the Post may be quoted.
3. Any change in postal address should be communicated immediately.
4. Your application was received after the last date prescribed.
5. Your application was received without any enclosure.
6. You have **not**:
 - (a) Sent your application through Proper Channel.
 - (b) Attached complete copies of certificate and mark-sheets in respect of your qualifications
 - (c) Paid the requisite application fee of Rs. _____
 - (d) Passed the NET/been awarded Ph.D. Degree. It will be the entire responsibility of the applicant to intimate the result.
 - (e) Submitted the documentary proof of submission of Ph.D. Thesis.

Please comply with the above within ten days of the receipt of this intimation or by
___/___/200

Note: The name of the post is to be filled in by the applicant.

Registrar
The WB National University of Juridical Sciences
12 LB Block, Sector III
Salt Lake, Kolkata 700 098