

**APPLICATION FORM FOR THE POST OF PRINCIPAL**

**FOR OFFICE USE ONLY**

Application No.:

Application received on:

Sd/-

Photograph

**PART A: GENERAL INFORMATION**

1. **Name of the Candidate** (in block letters, as in SSLC certificate):
2. **Sex** (✓):  Male  Female  Third Gender
3. **Date of Birth:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
**Age as on 01 January 2025:** \_\_\_\_ Years \_\_\_\_ Months
4. **Place of Birth:**
5. **Category** (✓):  SC  ST  OBC  OEC  General  Others
6. **Religion:**
7. **Community:**
8. **If Syro-Malabar Catholic:**  
**Archeparchy:**  
**Parish:**
9. **Physical Disabilities** (✓):  Yes  No  
If Yes, details:  
(Attach certificate from Medical Board)
10. **Permanent Address** (with PIN):
11. **Contact Address** (if different from above):
12. **Email:**
13. **Mobile Number:**
14. **WhatsApp Number:**
15. **Marital Status** (✓):  Single  Married  Separated  Divorced

**PART B: ACADEMIC QUALIFICATIONS** (*Enclose Self-Attested Copies*)

Qualification	Board/University	Subject(s)	Year of Passing	Class
SSLC				
HSE / Equivalent				
Graduation				
Postgraduation				
M.Phil				
Ph.D				
Others				

**PART C: QUALIFYING EXAMINATIONS & RESEARCH**

**1. NET Qualification:**

- Lectureship Qualified:  Yes  No
- Month & Year:
- JRF Qualified:  Yes  No

**2. Ph.D. Details:**

- Obtained Ph.D.:  Yes  No
- Month & Year of Award:
- University & Faculty:
- Title of Thesis:

**3. Post Doctoral Research:**

- Institution/Organization:
- Duration:
- Fellowship Supported by:

## PART D: RESEARCH, PUBLICATIONS & ACADEMIC CONTRIBUTIONS

### I. Published Research Papers (Peer-Reviewed / UGC-Listed)

*(Attach additional sheets if required)*

Sl. No.	Title	Journal	ISSN/ISBN	No of Co-authors	Main Author

### II. Publications other than Research Papers *(Attach additional sheets if required)*

#### (a) Articles/Chapters in Books

Sl. No.	Title	Book Title, Editor & Publisher	ISSN/ISBN	No of Co-authors	Main Author

#### (b) Monographs

Sl. No.	Title	Publisher & Year	ISSN/ISBN	No of Co-authors/editors

### III. Teaching Innovations

#### (a) Curriculum & Course Design

Sl. No.	Course Name	Level (UG/PG)	Class/Semester	University/College

**(b) MOOCs Developed**

Sl. No.	Name of MOOC	Level	Institution/Organization

**(c) E-content Modules**

Sl. No.	Title	Institution

**IV. RESEARCH GUIDANCE, PROJECTS & CONSULTANCY**

**(a) Ph.D. Guidance**

Category	Enrolled	Thesis Submitted	Degree Awarded
Ph.D			

**(b) Research Projects**

Sl. No.	Title	Funding Agency	Period	Amount (Rs. Lakhs)

**(c) Consultancy**

Sl. No.	Title	Agency	Period	Amount (Rs. Lakhs)

**V. Patents, Awards & Fellowships**

**(a) Patents**

Sl. No.	Description	International/National

**(b) Awards/Fellowships**

Sl. No.	Award/Fellowship	International/National	Awarded by

**VI. Invited Lectures/Resource Person/Paper Presentations**

**(a) Invited Lectures/Resource Person/Paper Presentations**

Sl. No.	Title	Seminar & Date	Organized by	Level (Int'l/Nat'l/State/Univ.)

**PART E: EMPLOYMENT HISTORY**

**(a) (Beginning with the Latest. Kindly attach NOC from the current employer)**

Organization	Designation	Scale of Pay (if paid)	Period

**(b) Total Teaching Experience in Colleges/Universities:**

**(c) Details of Administrative Responsibilities Held (use extra sheets if required):**

**PART F: STATEMENT OF PURPOSE** (use extra sheets if required):

1. Describe your vision for academic leadership and how you plan to lead the institution in fulfilling its mission and goals.

2. Highlight initiatives you would take to improve academic standards, faculty development, and student engagement.

## PART G: REFERENCES

Provide details of three persons (not related to you) who can vouch for your academic and administrative capabilities:

Name	Designation & Institution	Email	Phone Number

## DECLARATION

I hereby declare that the information provided is true to the best of my knowledge. If any part is found to be false or misleading, I understand that my application may be rejected and my appointment, if made, may be terminated. I agree to abide by the rules and regulations of UGC/Government/University/College and follow the College's Code of Ethics.

**Date:**

**Signature:**

**Name of the Applicant:**

## List of Enclosures

*(Please put a tick ✓ against the documents enclosed)*

1.  Copy of certificate to prove age and date of birth
2.  Copies of academic certificates:  
SSLC / Equivalent  
Graduation – Degree Certificate  
Postgraduation – Mark List  
Postgraduation – Degree Certificate  
M.Phil Certificate
3.  Copy of Ph.D. Degree Certificate
4.  Copy of NET Eligibility Certificate for Lectureship
5.  Copy of JRF Award Certificate (if applicable)
6.  Certificate(s) of Post Doctoral Fellowship Awards (if applicable)
7.  Testimonial from Parish Priest *(For Catholic applicants only)*
8.  List of Publications
9.  Copies of Publications
10.  Certificate of Physical Disability *(if applicable)*
11.  Teaching Experience Certificates
12.  Proof of Paper Presentations
13.  Proof of Consultancy Work

14.  Proof of Patents Filed / Received
15.  Proof of E-content Developed
16.  Proof of Participation in Seminars and Activities
17.  Proof of Administrative Experience
18.  Eligibility Certificate from Mahatma Gandhi University (*for applicants who obtained qualifications from other universities*)
19.  No Objection Certificate from the Current Employer (*if employed*)
20. Any Other Relevant Documents

#### **INSTRUCTIONS TO THE CANDIDATE**

1. All entries must be filled in clearly and legibly.
2. Self-attested copies of all supporting documents must be attached.
3. Use additional sheets wherever necessary and indicate the relevant section number.
4. Incomplete applications or those without the required enclosures are liable to be rejected.
5. Applicants currently in service must apply through the proper channel.
6. The application must be accompanied by the receipt for the prescribed application fee.