

**Instructions for filling up Application form for Vice-Chancellor, Aryabhata
Knowledge University, Patna
(Please read them carefully before filling up the form)**

Acts governing Universities in Bihar lay down the criterion for being appointed as **Vice-Chancellor** as follows:-

The **Vice-Chancellor** shall be an academic and scholar of eminence having experience of managing institutions of higher education.

The Vice-Chancellor shall hold office for a term of three years from the date on which he enters upon his office and he shall be eligible for re-appointment for further terms.

Sl. no. 1. Please enter personal contact details.

Sl. no. 2. Please enter details from under graduation and above.

Sl. no.3. Please provide details of experience as a Professor in a University System or ten years of experience in an equivalent position in a reputed research and /or reputed academic administrative organization.

The Vice-Chancellor to be appointed for Aryabhata Knowledge University, Patna should be a distinguished academician, with a minimum of ten years of experience as Professor in a University System or ten years of experience in an equivalent position in a reputed research and/or academic administrative organisation.

Those applicants who have worked/taught in a foreign country, need to furnish equivalence certificate of the Association of Indian Universities (AIU), New Delhi attesting their experience in a foreign country.

Please attach self-certified copy of experience certificate. Also provide address, name and contact no. of authority/office of concerned institution for verification, if required.

Please attach copy of notification of Professorship.

Sl.no. 4. Submit self-certified copies of relevant notifications/documents relating to membership and appointment on administrative post. Also provide address, name and contact no. of authority/office of concerned institution for verification, if required.

Sl.no. 5. Candidate to Submit information in following formats

- (i) Research Projects

Sl.No.	Client/Organisation's name	Nature of Project	Duration of Project	Amount of grant(Rupees)

(ii) Guiding Research Scholars (No. of Research Scholars successfully guided)

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

(iii) International Academic Exposure

Sl.no.	Post/Assignment	Organization /University	Area of Assignment	Duration		
				From	To	In Years & Months

(iv) Scholarly Achievements

Contribution to Journals and Books	
	Details
Books authored	
Editor in Chief	
Editorships	
Peer reviewer for	
Member of the International Advisory	
Others(Specify)	

(v) Publications

(a) Total Publications

S.No.	Date	Title	Name of journal	Referred journal or not	Number of Citation(where possible)

(b) Total Articles

S.No.	Date	Title	Name of Magazine/Newspaper

(vi) . Participation and Scholarly Presentation in Conference

(a) National

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

(b) **International**

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

(vii) Participation & Contribution in National/International in area of expertise

Participation and contribution in National/International For a in the Area of your academic and professional expertise		
		Number(s)
Plenary Lectures/Invited Talks	National/International	
Congresses attended	National/International	
Examinership	National/International	
Others(Specify)	National/International	

Sl.no. 6 .Submit name of funding agency and attach self-certified copy of letter of allotment and utilization. Also provide address, name and contact no. of authority/office of concerned institution for verification.

- Sl.no. 7.** Submit self-certified copy of details of International Conference/Project attended/participated. Indicate Capacity in which attended , i.e., Chairman, Member, Special invitee, etc. Scan and attach copy of invitation letter. Also provide address, name and contact no. of authority/office of concerned institution for verification, if required.
- Sl.no. 8.** Submit self-certified copies of relevant notifications/documents relating to Membership, e.g., Indian Science Congress, Political Science Association, etc. Also provide address, name and contact no. of authority/office of concerned institution for verification, if required.
- Sl.no. 9.** Submit self-certified copies of award/letter of appreciation etc. Also provide address, name and contact no. of authority/office of concerned institution for verification, if required.
- Sl.no. 10** Submit self-certified copies of letter of membership. Also inform whether concerned institution is of regional, national or international status/standard e.g., UGC, NCERT, SCERT, etc. Also provide address, name and contact no. of authority/office of concerned institution for verification.
- Sl. no. 11** Candidates are required to submit a vision statement for the University being applied to. If a candidate applies to more than one university, separate vision statement for each university is required to be uploaded.
- Candidate are advised to elaborate their plans to realize their vision based on the specificities and requirements of each university being applied to. The Search Committee may like to discuss it in greater detail, if candidate is shortlisted for interaction.
- If candidate is applying for Vice-Chancellor and Pro-Vice-Chancellor positions of the same University, then one vision statement for that concerned University is sufficient to be uploaded.
- Sl.no. 12.** Candidates are required to submit suitability statement for the University being applied to. If a candidate applies to more than one university, suitability separate statement for each university is required to be uploaded.
- Sl.no. 13.** Attach letter of recommendations / appreciations from three distinguished academicians who know the candidates work.

Sl.no. 14. Download the Identity Sheet. Affix recent passport size photograph and sign the Identity Sheet. Upload the Scanned copy of Identity Sheet in **jpg format** having **size less than 1MB**)

Sl.no. 15. Check the declaration before final submission of application form. **Candidate will not be able to modify the form after final submission, so please go through it once again.**

Filling up Sl. No.- 1, 2, 3A, 11, 12, 14, and 15 are mandatory.

Candidates are advised to be aware of the deadline. The server will not accept application submitted after 6:00PM on 20.05.2017.

Before filling up the application form, please read the important instructions.