

Annexure – A
Details of academic qualifications

SL.No.	Copy of certificates	Certificate copy attached (Strikeout whichever not required)	A Certificate attached with Annexure A (No. is Sr. No.)	Page No
1.	Notification for date of defence of PhD Degree or Provisional PhD Degree certificate.	Yes / No	A1	
2.	PhD Degree Certificate	Yes / No	A2	
3.	PG Degree Certificate	Yes / No	A3	
4.	PG Final Mark sheet or Grade Card	Yes / No	A4	
5.	UG Degree Certificate	Yes / No	A5	
6.	UG Final Year Mark sheet or Grade Card	Yes / No	A6	
7.	10+2 Mark sheet	Yes / No	A7	
8.	10+2 Certificate	Yes / No	A8	
9.	10 Mark sheet	Yes / No	A9	
10.	10 Certificate	Yes / No	A10	

Note : Candidate should attach self-attested copy of above certificates after this content sheet of Annexure-A and assigned page numbers like A1-1, A1-2..... A6-1 etc.

Signature of Candidate

Annexure – B
Details of Experience in Teaching

SL. No.	Description	A Certificate attached with Annexure B (No. is Sr. No.)	Page No.
1.		B1	
2.		B2	
3.		B3	
4.		B4	
5.		B5	
6.		B6	
7.		B7	
8.			
9.			
10.			

Note : Candidate should attach self-attested copy of above certificates duly issued by competent authority after this content sheet of Annexure-B and assigned page numbers like B1-1, B1-2..... B6-1 etc.

Signature of Candidate

Annexure – C
Details of Experience in Industry

SL. No.	Description	A Certificate attached with Annexure B (No. is Sr. No.)	Page No.
1.		C1	
2.		C2	
3.		C3	
4.		C4	
5.		C5	
6.		C6	
7.		C7	
8.			
9.			
10.			

Note : Candidate should attach self attested copy of above certificates duly issued by competent authority after this content sheet of Annexure-B and assigned page numbers like C1-1, C1-2..... C6-1 etc.

Signature of Candidate

Credit points claimed

Registration Id:

Post Applied For:

S.No.	Activity Details			Credit Points
01	One external Sponsored R & D Project completed or ongoing /patent granted	PI	CPI	
02	Consultancy projects	Single	Group	
03	Ph.D. completed (including thesis submitted cases).	Sup	Co-Sup	
04	One Journal papers in SCI / Scopus (Paid Journals not allowed).	1 st Auth	Co- Auth	
05	One Conference paper indexed in SCI / Scopus / Web of science Conference / any internationally renowned conference.	1 st Auth	Co- Auth	
06	Head of the Department, Dean, Chief Warden, Professor In-charge (Training and Placement), Advisor (Estate), Chief vigilance Officer, PI (Exam), TEQIP (Coordinator).			
07	Warden, Assistant Wardens, Associate Dean, Chairman or Convener Institute Academic Committees, Faculty in charge Computer Center or Information and Technology Services of Library or Admission or student activities and other Institutional Activities.			
08	Chairman and Convener of different standing committee and special committee (Ex officio status will not be considered). Faculty in-charges (Each for one year dur.) of different Units or			
09	Departmental Activities identified by Head of the Department like lab in-charges, or department level committee for a minimum period of one year.			
10	Workshop or Faculty Development Program or short term courses of min 05 working days duration offered as coordinator or convener.	Single	Group	
11	For conducting national programs like Global Initiative of Academic Networks etc. as course coordinator 1)Program of two weeks duration 2) Program of one week duration.	Single	Group	
12	National or International conference organized as Chairman or Secretary.			
13	Length of service over and above the relevant minimum teaching experience required for a even cadre.			
14	Establishment of New Lab(s).			
15	Theory Teaching of over and above 6 credit hrs. course.			
16	Post Graduate Dissertation guided.			
17	Under Graduate Projects			

18	Text or Reference Books published on relevant subjects from reputed international publishers.			
19	Text or reference book published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers.			
20	Significant outreach Institute out activities.			
21	Fellow IEEE, FNA, FNAE, FNASc.			
22	Placement percentage (only for the placement cell officers / for Faculty in-charge of Placement) 1)Above 85% 2) 75%-84% (% to be based on total number of students passing out and single job offer)			
Total Credit points claimed				

Annexure – D
Index for Credit Point Details

Annexure No.	Activity Details	Page No.
D1	One external Sponsored R & D Project completed or ongoing /patent granted	
D2	Consultancy projects	
D3	Ph.D. completed (including thesis submitted cases).	
D4	One Journal papers in SCI / Scopus (Paid Journals not allowed).	
D5	One Conference paper indexed in SCI / Scopus / Web of science Conference / any internationally renowned conference.	
D6	Head of the Department, Dean, Chief Warden, Professor In-charge (Training and Placement), Advisor (Estate), Chief vigilance Officer, PI (Exam), TEQIP (Coordinator).	
D7	Warden, Assistant Wardens, Associate Dean, Chairman or Convener Institute Academic Committees, Faculty in charge Computer Center or Information and Technology Services of Library or Admission or student activities and other Institutional Activities.	
D8	Chairman and Convener of different standing committee and special committee (Ex officio status will not be considered). Faculty in-charges (Each for one year dur.) of different Units or	
D9	Departmental Activities identified by Head of the Department like lab in-charges, or department level committee for a minimum period of one year.	
D10	Workshop or Faculty Development Program or short term courses of min 05 working days duration offered as coordinator or convener.	
D11	For conducting national programs like Global Initiative of Academic Networks etc. as course coordinator 1)Program of two weeks duration 2) Program of one week duration.	
D12	National or International conference organized as Chairman or Secretary.	
D13	Length of service over and above the relevant minimum teaching experience required for a even cadre.	
D14	Establishment of New Lab(s).	
D15	Theory Teaching of over and above 6 credit hrs. course.	
D16	Post Graduate Dissertation guided.	
D17	Under Graduate Projects	
D18	Text or Reference Books published on relevant subjects from reputed international publishers.	
D19	Text or reference book published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers.	
D20	Significant outreach Institute out activities.	
D21	Fellow IEEE, FNA, FNAE, FNASc.	
D22	Placement percentage (only for the placement cell officers / for Faculty in-charge of Placement) 1)Above 85% 2) 75%-84% (% to be based on total number of students passing out and single job offer)	

Note :

- 1. Candidate should attach self-attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.**
- 2. Guidelines for calculation of credit points are available on the website.**

Signature of Candidate

Annexure-D1

D1. Externally sponsored Research and Development projects completed or ongoing / Patent granted:

SP Title	Sponsored Agency	Duration		Amount in Lakhs	Status	No. of Co-investigators
		From Date	To Date			
Role :						

Patent Name.	Reg/Ref. No.	Awarded Date	Awarded Organisation	Status	No. of Co-inventors
Role :					

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D2

D2. Consultancy projects:

Title / Detail	Funding Agency	No of Co-Investigators	Consultancy amount in Lakhs	From Date	To Date	Status
Role :						

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D3

D3. Ph.D. completed (Completed including thesis submitted cases):

Title of the Thesis	Institute Name	Name of Scholar	Thesis Date	Status	No. Of Co-Supervisor
Role :					

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D4

D4: Paper Publications in SCI/Scopus indexed Journals (**Paid Journals not allowed**).

DATE OF LAST PROMOTION:

Title of the paper	Journal Name	Res. Place	Res. Year	Volume	Status	Role	No of Auth
Type :							

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D5

D5: Paper Publications in Conferences (SCI/SCOPUS/ Web of Science/ Internationally renowned conference):

Title of the paper	Conference Name	Res. Place	Res. Year	Volume	Status	Role	No of Auth
Type :							

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D6

D6: Administrative Responsibilities Entrusted: (HOD, Dean, Chief Warden, Professor in-charge of T & P, Advisor (Estate), CVO, PI (Exam), TEQIP (Coordinator) **(Since the last promotion)**:

Position held	Organization	Duration		Work Nature	No. of Year
		From Date	To Date		
Role :					

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D7

D7: Warden, Assistant warden, Associate Dean, Chairman/Convener Institute Academic Committees, In-charge Computer centre/IT Services/library/Admission/student activities and other Institutional activities) **(Since the last promotion)**

Position held	Organization	Duration		Work Nature	No. of Year
		From Date	To Date		
Role :					

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D8

D8: Chairman and Convener of different standing committee and special committees (ex officio status will not be considered). Faculty in charges (each for one year duration) of different units or equivalent.

Position held	Organization	Duration		Work Nature	No. of Year
		From Date	To Date		
Role :					

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D9

D9: Departmental activities identified by HoDs like lab in charge, or department level committee for a min. period of 1 year.

Position held	Organization	Duration		Work Nature	No. of Year
		From Date	To Date		
Role :					

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D10

D10. Workshop/FDP/Short term courses of min. 05 working days duration offered as coordinator or convener.

Title	Duration		Organized At	Category	No. of Days
	From Date	To date			
Role :					

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D11

D11. For conducting National Programs like GIAN etc. as course coordinator.

i) Two Week duration

Program Type	Title	Duration		Organized At	No. of Week
		From Date	To date		
Role :					

ii) One week Duration

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Program Type	Title	Duration		Organized At	No. of Week
		From Date	To date		
Role :					

Signature of Candidate

Annexure-D12

D12. National / International Conference organized as Chairman / Secretary

Title	Organized At	Duration		Level	Role
		From Date	To date		

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D13

D13: Length of service over and above the relevant minimum teaching experience required for a given cadre.

Length of Service :

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D14

D14: Establishment of new Labs.(Since the last promotion):

Name of Lab	Department	No. of Experiments	Year

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D15

D15: Theory teaching of over and above 6 credit hrs course.

Academic Year	No. of Hours Odd Sem	Odd Sem Sub1	Odd Sem Sub2	Odd Sem Sub3	No. of Hours Even Sem	Even Sem Sub1	Even Sem Sub2	Even Sem Sub3

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D16

D16: PG Dissertation Guided

Title of Dissertation	Student Name	Year

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D17

D17: UG Projects guided (**Since the last promotion**)

Title of the Project	Year of Submission

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D18

D18:Text/Reference Books Published on relevant subjects from reputed international publishers

Title	Name of Publisher	Pub. Type	Pub. Year	Last Edition
Type of Publisher :				

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D19

D19: Text/Reference book published from reputed national publishers or book chapters in the books published by reputed international publishers (**Since the last promotion**):

Title	Name of Publisher	Pub. Type	Pub. Year	Last Edition
Type of Publisher :				

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D20

D20: Significant Outreach Institute Activities

Name of Activity	Role	Given By	Year

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D21

D21:Fellow of IEEE, FNA, FNAE, FNASc

Organization	Position Held	Remark

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure-D22

D22. Placement % (Only for the placement cell officers/Faculty in-charge of placement).

Academic Year	Placement Percentage	No. of Students Placed

Note : Candidate should attach self attested copy of above details after this content sheet of Sub Annexure and assigned the page numbers with prefix Annexure number.

Signature of Candidate

Annexure – E

**NO OBJECTION CERTIFICATE TO BE FURNISHED BY THE CANDIDATE WHO IS
ALREADY IN EMPLOYMENT REGULAR/TEMPORARY BASIS. (For internal
candidate No objection certificate is not required)**

Certified that Dr.(Mr/Ms.) _____ Son/Daughter of Shri
_____ Designation _____ is a
permanent/temporary/adhoc employee of these department/institutions since
_____. The Department/Institution/organization has no objection if he/she
is appointed in National Institute of Technology, Agartala against the posts advertised by the
NIT, Agartala vide advertisement No.

SIGNATURE WITH SEAL

Place: **OF THE DEPARMENT/INSTITUTION/ ORGANISATION**

Dated:

Annexure – F

**Any Govt. identity proof
(Election I-Card/ UID Aadhar Card/ PAN etc.)**

**Annexure – G
Check List**

Sr. No.	Document Description	Yes/No/Not Applicable	Page Numbers	Number of Pages
1.	Completed online summary report (Hard Copy) of Signed Application Form with pasted photograph	Yes		
2	Educational Qualifications as Annexure A	Yes		
3.	Teaching Experiences Annexure B	Yes		
4.	Experience in Industries/Research: as Annexure C	Yes		
5.	Summary Credit Point Calculation			
6.	Credit Point Calculation Supporting Documents (Annexure D)			
7.	Caste/Category/ EWS Certificate			
8.	PWD Certificate	Yes/ Not Applicable		
9.	NOC from Present Employer (Annexure E)			
10.	Govt. identity proof (Election I-Card/ UID Aadhar Card/ PAN etc.) (Annexure-F)	Yes		
11.	Check List Itself (Annexure-G)	Yes		
Total Numbers of Page				

Signature of Candidate