



9. Date of first appointment to the Collegiate Service :        
 Date Month Year

10. First Appointment as \_\_\_\_\_ :

11. Whether approval of qualification was granted by University concerned for appointment to the Teaching Position

Yes  No

**(If applicable, enclose a xerox copy of the letter).**

12. Service Particulars from the date of FIRST APPOINTMENT as on **01.12.2008**  
**(Enclose copies of service certificates duly attested by the Principal of the College).**

| Sl. No. | Name of the Institution | Post held | Permanent/Temporary | Period of Employment |    |   |   |   |
|---------|-------------------------|-----------|---------------------|----------------------|----|---|---|---|
|         |                         |           |                     | From                 | To | Y | M | D |
|         |                         |           |                     |                      |    |   |   |   |
|         |                         |           |                     |                      |    |   |   |   |
|         |                         |           |                     |                      |    |   |   |   |
|         |                         |           |                     |                      |    |   |   |   |
|         |                         |           |                     |                      |    |   |   |   |
| Total   |                         |           |                     |                      |    |   |   |   |

\* Period spent on study for Master/Ph.D Degree should not be included except the part time study period (Attach a separate sheet if space is not adequate).

13. **Teaching Experience** \_\_\_\_\_ :

| S.No. | Classes | College in which taught | Duration |    |   |   |   |
|-------|---------|-------------------------|----------|----|---|---|---|
|       |         |                         | From     | To | Y | M | D |
| 1.    | U.G.    |                         |          |    |   |   |   |
| 2.    | P.G.    |                         |          |    |   |   |   |

\* The period of teaching experience gained simultaneously for Under Graduate and Post Graduate courses should be shown under Post Graduate only.

14. Whether recognized as a Supervisor for M.Phil and Ph.D Programme?

Yes  No

If yes, enclose a copy of the permission letter obtained from the University concerned.

15. Details of Examinership held during the last FIVE YEARS

| Exam | Subject | Month & Year | Nature of Examinership | Name of University | Remarks |
|------|---------|--------------|------------------------|--------------------|---------|
|      |         |              |                        |                    |         |
|      |         |              |                        |                    |         |
|      |         |              |                        |                    |         |
|      |         |              |                        |                    |         |
|      |         |              |                        |                    |         |

| Subject with Expertise | Subject 1 | Subject 2 | Subject 3 | Subject 4 |
|------------------------|-----------|-----------|-----------|-----------|
|                        |           |           |           |           |

I hereby certify that to the best of my knowledge the information furnished above is correct.

Station :

Date :

**Signature of the Teacher**

I hereby certify that the information furnished by the teacher is correct.

Counter-signed:

**Head of the Institution/Principal**  
With official seal

**Head of the Department**  
with seal

[p.t.o]

## INSTRUCTIONS

1. In the Profile of Teaching Staff, only the name of such member of the staff, who is on the roll of the college as on 01.12.2008, should be included.
2. As the Profile forms are the basis for consideration of the claims of teachers in regard to the appointments in examinations, bodies, etc., correct details should be given under each column.
3. Column 8: Academic Qualifications – All the particulars required in this column should be furnished without any omission for proper scrutiny.

Column 12: Service Particulars from the date of First Appointment – it should be mentioned here whether the appointment of the present incumbent is “temporary” or “permanent” and the period of appointment in the case of temporary appointments. The use of the word “temporary” should only be with reference to temporary vacancies in the different departments. Where a person is appointed to a permanent post, the profile should show that the person is on probation, if he is not yet confirmed. If, as against a permanent vacancy, a contract for short term appointment is entered into with any member of the staff, it should be specifically stated, together with a period of appointment and the reasons thereof. Where the period of probation has been extended, the reasons thereof should be stated.

Column 13: Teaching Experience – Service in Tutorial Institutions, prior to appointment in an affiliated or an approved college should not be included.

The Principal should verify the particulars furnished by the individual teacher and authenticate the same. The following Xerox copies should be enclosed wherever indicated.

- i. Service Certificates for the Posts held previously.
- ii. Qualifications approval accorded by the University concerned.
- iii. Recognition granted as guide/supervisor for M.Phil/Ph.D.