

Price Rs. ....



No. ....

## Vidyasagar University

Attach  
signed  
photograph

### Application Form for the post of Officer / Non-Teaching staff

1. Post applied for : \_\_\_\_\_
2. Advertisement No. : \_\_\_\_\_ Dated : \_\_\_\_\_
3. Bank Draft enclosed for : Rs. \_\_\_\_\_ No. / Nos \_\_\_\_\_ Date \_\_\_\_\_

(To be made in favour of “**Vidyasagar University**” payable at **Midnapore** )

4. Name of the Applicant in full : \_\_\_\_\_  
(Block letters) (First) (Middle) (Last)
5. Date of Birth (DD/MM/YYYY) : \_\_\_\_\_
6. Age as on the date of application : \_\_\_\_\_
7. Nationality : \_\_\_\_\_
8. Marital status : \_\_\_\_\_
9. Contact Details
- a. Address
- i) Permanent : \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- ii) Address for communication: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- b. E-mail : \_\_\_\_\_
- c. Phone (Mobile) : \_\_\_\_\_ Resi./Office \_\_\_\_\_
10. Sex (Please tick) : Male / Female / Other (please specify) \_\_\_\_\_
11. Category (Please tick):

| GEN | SC | ST | OBC-A | OBC-B | EC | Minority | PWD | Ex-Service man |
|-----|----|----|-------|-------|----|----------|-----|----------------|
|     |    |    |       |       |    |          |     |                |

(attach Certificate from appropriate authority)

12. Father's / Mother's / Spouse Name : \_\_\_\_\_
13. Applicant's mother tongue : \_\_\_\_\_
14. Other language the applicant can  
Speak, read and write : \_\_\_\_\_

15. Academic Records:

| Examination / Degree | Board / Council / University / | Year of passing | Division / Class | % of marks | Remarks |
|----------------------|--------------------------------|-----------------|------------------|------------|---------|
|                      |                                |                 |                  |            |         |
|                      |                                |                 |                  |            |         |
|                      |                                |                 |                  |            |         |
|                      |                                |                 |                  |            |         |
|                      |                                |                 |                  |            |         |
|                      |                                |                 |                  |            |         |
|                      |                                |                 |                  |            |         |

16. Employment Records:

| Institution / Organization | Post | Date of Joining | Date of leaving | Pay band with Grade pay | Present Basic pay | Remarks |
|----------------------------|------|-----------------|-----------------|-------------------------|-------------------|---------|
|                            |      |                 |                 |                         |                   |         |
|                            |      |                 |                 |                         |                   |         |
|                            |      |                 |                 |                         |                   |         |
|                            |      |                 |                 |                         |                   |         |

17. a) Professional Experience :  
(for candidates from outside  
the University system)

- b) Administrative Experience :  
(where applicable)

18. a) Research Degree / Degrees (if any) :  
(Attached extra-sheet if necessary) :  
Date of Submission :  
Date of award :  
Institute / University :

b) Research Experience

Predoctoral :

Postdoctoral :

Projects, etc :

c) Publications (Give list on a separate sheet)

Number: in professional :  
in book form :  
in edited books :  
book chapters :

d) Research Guidance

Number: at Master's level :  
M. Phil level :  
Ph.D. level :  
In projects :

e) Participation in Seminars and Conference (give list on a separate sheet)

Number: in Regional / National :  
International :

19. Expected Salary (if selected) :

20. Any other information : \_\_\_\_\_

**DECLARATION**

I hereby declare that the entries made in this form are true to the best of my knowledge and belief.

Place: \_\_\_\_\_

Date : \_\_\_\_\_

-----  
Full signature of the Candidate

**N.B.**

*1) Candidate is requested to fill in the form. He / She may attach extra sheet where necessary (incomplete and wrongly field in application form will be rejected).*

*2) Papers and documents submitted with the application form will not be returned.*

*3) Duly filled in application form and seven sets of photocopies along with one set of supporting documents are to be submitted at the time of submission of application.*

*4) Canvassing in any mode will cancel the candidature.*



**VIDYASAGAR UNIVERSITY**  
MIDNAPORE – 721102

**DECLARATION / UNDERTAKING**

I, Mr./Ms./ Dr. / Prof. ...., an  
applicant for the post of ..... at  
Vidyasagar University, do hereby undertake on this the .....(day), of  
.....(month), ..... (year), the following :

1. I, hereby, declare that, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.
2. I, hereby, undertake to present the original documents immediately upon demand by the concerned authorities of the University.
3. I, hereby, promise to abide by the admissible rules and regulations, concerning discipline, attendance, etc. of Vidyasagar University, as in force from time to time and subsequent changes / modifications / amendment made thereto. I acknowledge that, the University has the authority for taking punitive actions against me for violation and / or non-compliance of the same.
4. Any litigation, criminal proceedings or legal actions are not pending upon me.

***Date:***

***Signature of the Applicant***