



**INSTITUTE OF CO-OPERATIVE & CORPORATE MANAGEMENT,
RESEARCH AND TRAINING**

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APPLICATION FORM FOR PROFESSOR/PRINCIPAL POST ON CONTRACT

(To be filled by the Candidate in his/her own hand writing in BLOCKLETTERS)

Post Applied for Professor/Principal UG Programme (BBA / B.Com (Hons))

Area of Specialization _____

Affix recent
Passport size
Photograph
(Self Attested)

1. Full Name: _____
(as recorded in High School or equivalent certificate):

2. Date of Birth: (as recorded in High School or equivalent certificate) _____

3. Father's Name: _____

4. Mother's Name _____

5. Category(Please put mark): Scheduled Caste/Other Backward Class/Unreserved
(attach proof in case of SC or OBC Category)

6. Marital Status _____

7. Postal Address: _____

8. Permanent Address: _____

_____ PIN
Code: _____ Tele: _____

PIN Code: _____ Tele: _____

9. E-mail ID: _____

10. Academic Qualifications (Please attach self attested copies of certificates)

Examination Passed (Pl. mention)	Year of Passing	College/ Institute	Board/ University	Division	% of Marks/ CGPA	Subjects/ Specialization
<i>High School/ equivalent</i>						
<i>SSC/equivalent</i>						
<i>Degree</i>						
<i>MBA/M.Com or equivalent</i>						
<i>NET</i>						
<i>Ph.D.</i>						
<i>Other</i>						

Signature of the Applicant

11. Experience:

Post Held	Name & Address of Organization	Period		Pay Scale/ Salary drawn	Reason for leaving
		From	To		

12. Research Publications (Pl. attach separate sheets, if necessary, giving topic of the papers published together with name of journals. Attach reprints.)

13. Books/Monographs/Reviews Published (Pl. attach separate sheets, if necessary. Attach proof)

14. Any other information (please attach separate sheet, if required):

15. References (with phone no. and e-mail id)

1.

2.

Declaration

I _____ Son/Daughter of _____ hereby declare that the information given in this application are true and complete to the best of my knowledge and belief and nothing has been concealed or distorted. If at any stage, if it is found that false/incorrect information has been furnished, my candidature/appointment may be rejected/cancelled and action, as deem fit, may be taken.

Place: _____

Date: _____

Signature of the Applicant

Name: _____

Application Fee Payment Details:

Demand Draft Number	Name of the issuing Bank	Date	Amount

For OFFICE USE ONLY

Form Recd. on: _____ Registration No. _____ Signature of staff _____

- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

IV. Senior Professor in Universities

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- i) An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC-listed journals, significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.
- iv) The selection shall be based on ten best publications in the Peer-reviewed or UGC-listed journals and award of Ph.D degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per the UGC Regulations.

V. College Principal and Professor (Professor's Grade)

A. Eligibility:

- (i) Ph.D. degree
- (ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- (iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.
- (iv) A minimum of 110 Research Score as per Appendix II, Table 2

B. Tenure

- i) A College Principal shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a Committee appointed by the University, constituted as per these regulations.
- ii) After the completion of his/her term as Principal, the incumbent shall join back his/her parent organization with the designation as Professor and in the grade of the Professor.

VI. Vice Principal

An existing senior faculty member may be designated as Vice-Principal by the Governing Body of the College on the recommendation of the Principal, for a tenure of two years, who can be assigned specific activities, in addition to his/her existing responsibilities. During the absence of the Principal, for any reason, the Vice Principal shall exercise the powers of the Principal.

4.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility (A or B):

A.

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.

Table 2

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences /Engineering /Agriculture / Medical /Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library /Education / Physical Education / Commerce / Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by ;		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(n) Research guidance		

	Ph.D	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil/P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(n) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points

(a) Two authors: 70% of total value of publication for each author.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

Table: 3 A

Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities

S.N.	Academic Record	Score			
1.	Graduation	80% & Above = 15	60% to less than 80% = 13	55% to less than 60% = 10	45% to less than 55% = 05
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	30			
5.	NET with JRF	07			
	NET	05			
	SLET/SET	03			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	10			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards				
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

#However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

- (A) (i) M.Phil + Ph.D Maximum - 30 Marks
(ii) JRF/NET/SET Maximum - 07 Marks
(iii) In awards category Maximum - 03 Marks
- (B) Number of candidates to be called for interview shall be decided by the concerned universities.

Information to the Candidates For Recruitment on Principal
(BBA /B.Com (Hons.) Programme

1. The appointment on CONTRACT posts will be made for a maximum period of eleven months on the post with effect from the date of joining on monthly consolidated salary which is **47,400/- per month** for Professor/Principal.
2. The Institute reserves the right to reject any application, increase or decrease the number of posts indicated in the advertisement or not to appoint anyone at all.
3. The eligibility criteria prescribed are the minimum required and, merely by possessing the minimum eligibility criteria, the candidate will not be entitled for any claim for appointment.
4. The date of interview will be communicated through e-mail & telephone only. So, the candidates are advised to give the correct and valid E-mail address in their application. Candidates are also advised to check their mail daily. Request for change of interview date shall not be considered.
5. No TA/DA shall be paid for attending the interview.

Guidelines for Filling up the Application Form:

- 1) The prescribed Application Form downloaded from the website, must be printed on **White A-4 size paper, preferably of 120gsm.**
- 2) The application complete in all respect along with the prescribed application fee **Rs.1800/-**(candidates through Bank Draft in favour of ICCMRT payable at Lucknow) must be sent through Registered post/speed post only in a closed envelope superscripted with the “Name of the Post” applied for and should be addressed to “**Director, Institute of Cooperative & Corporate Management, Research & Training, Academy of Higher Studies,21/467, Ring Road, Indira Nagar, Lucknow-226016**”
- 3). **Last date for receipt of application is 03.01.2026 The Institute shall not be responsible for delay/loss in postal transit**
- 4) Applications received after the last date shall not be considered.
- 5) Unsigned or incomplete applications or without attachments/documents as mentioned in the application Form are liable to be rejected.
- 6) Use separate sheet, if required.