



# **INFORMATION BROCHURE**

**&**

# **APPLICATION FORM**

## **RECRUITMENT FOR THE POST OF ASSISTANT PROFESSORS**

**ARYA KANYA DEGREE COLLEGE, PRAYAGRAJ**

**(A Constituent PG College of University of Allahabad)**

**886, Mutthiganj, Prayagraj - 211003**

**2024**

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## Advertisement



### Arya Kanya Degree College, Prayagraj

( A Constituent P.G. College of University of Allahabad)



Adv. No. : AKDC/Rec./Asst.Prof./1/2024

Date: 10/12/2024

#### **ADVERTISEMENT FOR RECRUITMENT FOR THE POST OF ASSISTANT PROFESSORS**

Applications are invited in the prescribed format from eligible Indian Citizens against advertisement No. AKDC/Rec./Asst.Prof./1/2024 for the post of Assistant Professor as per UGC Regulations-2018 (as amended from time to time) in various departments of the college. Detailed guidelines & application form will be available on official website of the college <http://akpgc.in> from 10/12/2024. The last date for submission of application form along with all required documents is 02/01/2025.

**Chairperson, Governing Body**



### आर्य कन्या डिग्री कालेज, प्रयागराज

(संघटक स्नातकोत्तर महाविद्यालय, इलाहाबाद विश्वविद्यालय)



विज्ञापन संख्या AKDC/Rec./Asst.Prof./1/2024

दिनांक : 10 / 12 / 2024

#### **सहायक आचार्यों की नियुक्ति हेतु विज्ञापन**

अर्ह भारतीय नागरिकों से विज्ञापन संख्या AKDC/Rec./Asst.Prof./1/2024 के अन्तर्गत महाविद्यालय के विभिन्न विभागों में सहायक आचार्य पद हेतु यू.जी.सी. रेगुलेशन्स-2018 (समय-समय पर यथा-संशोधित) के तहत आवेदन-पत्र निर्धारित प्रारूप पर आमंत्रित किये जाते हैं । विस्तृत दिशा-निर्देश तथा आवेदन-पत्र दिनांक 10/12/2024 से महाविद्यालय की आधिकारिक वेबसाइट <http://akpgc.in> पर उपलब्ध रहेंगे । समस्त वांछित प्रमाण-पत्रों के साथ आवेदन पत्र जमा करने की अन्तिम तिथि 02/01/2025 है ।

**अध्यक्ष, शासी निकाय**

## Important Dates and Fee Details

### Important Dates

S. No.	Particulars	Date
1.	Date of uploading of detailed Advertisement	<b>10/12/2024</b>
2.	Last date of final submission of Application form	<b>02/01/2025</b>
3.	Last date for receiving of Hard Copy of Application Form	<b>02/01/2025</b>

### Application Fee in INR

S. No.	Category	Fee(Rs.)
1.	UR, EWS, OBC	2000/-
2.	SC/ST	1000/-

**Hard copy of the dully filled application form alongwith self attested copies of all documents/certificates be send to the College address:**

**The Principal  
Arya Kanya Degree College,  
886, Mutthiganj, Prayagraj (Uttar Pradesh)  
Pin code – 211003**

through speed/registered post so that it must reach on or before **02.01.2025**. The envelope must be superscripted as “*Application for the post of Assistant Professor (Subject).*”

**Annexure-III**

<b>VACANT POSITIONS FOR THE POST OF ASSISTANT PROFESSOR</b>							
<b>S.No</b>	<b>Department</b>	<b>Total</b>	<b>UR</b>	<b>EWS</b>	<b>OBC</b>	<b>SC</b>	<b>ST</b>
<b>1</b>	<b>Hindi</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2</b>	<b>Political Science</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>

**Note: - UR-Unreserved, OBC-Other Backward Classes, SC-Schedule Caste, ST-Schedule Tribe,EWS-Economically Weaker Sections.**



# ARYA KANYA DEGREE COLLEGE

(A Constituent P.G. College of University of Allahabad)

886, Mutthiganj, Prayagraj-211003 U.P.

Email: akpgau16@gmail.com, website: www.akpgc.in

Phone : 0532-2413069

Application Form for <b>Assistant Professor</b>						
Subject for which applied :						
<b>(For office use only)</b>			<b>Advertisement No.</b> AKDC/Rec./Asst.Prof./1/2024 dated 10/12/2024		<div style="border: 1px solid black; padding: 5px;">           Paste your recent passport size photograph here and sign across the photo so that part of signature should         </div>	
Registration Number _____ No. of Enclosures Claimed _____ Attached _____ (Signature)						
1. Details of fee payment (Only Demand Draft (DD) in favor of <b>PRINCIPAL, ARYA KANYA DEGREE COLLEGE</b> )						
<b>DD Number</b>		<b>Date</b>		<b>Amount</b>		<b>Name of Bank</b>
2. Name of the post applied :						
3. Subject for which applied :						
4. Personal details						
5. Name (In Capital Letters)		First Name		Middle Name		Surname
6. Date of birth		Day	Month	Year	Age as on last date of advertisement	Years
						Months
7. Place of birth		City/Village		State		Country
8. Father's Name						
9. Mother's Name						
10. Nationality						
11. Gender		Male/ Female				
12. Community/ Category (Please strike whichever options is applicable)		Religion : _____ SC/ST/OBC/EWS/Any other _____ S.No. of proof enclosed : _____				
13. Marital status		a. Married / Unmarried/ If married name of spouse _____				
14. If physically disabled, indicate the relevant particulars				Yes/ No	Percentage of disability	S.No. enclosed
a. Blindness or low vision:						
b. Hearing impairment						
c. Locomotor disability or cerebral palsy (includes all cases of Orthopaedically handicapped)						
d. Any one of the above						

15. Educational qualifications (Attach additional pages, if required)								
	Name of the course	Name of the Board/ University	Month & Year passed	Division	CGPA (if grading is applicable)	% of Marks (pl. indicate equivalent to CGPA also)	Subjects studied	S.No. enclosed
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
10th Class. / equivalent								
10+2/Higher Secondary equivalent								
Bachelor's degree								
Master's Degree								
Ph.D.								
NET/ SLET for lectureship, if any	Subject					Roll No.	Year	
Any other exams passed								

16. Chronological list of experience (starting from current position/ employment)							
Designation	Scale of pay & present Basic & AGP	Name & address of employers	Period of Experience			Nature of work/ duties	S.No. enclosed
			From date	To date	No. of years/ months (As on date of advertisement)		
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)

\* (Add separate sheet if required, to be annexed at relevant S.No.)

17. Nature of experience				S. No. enclosed
a) Teaching		No. of years	No. of months	
i) Under-graduate level				
ii) Post-graduate level				
b) Post-doctoral experience				
c) Other experience, if any				
Total experience				

\* (Add separate sheet if required, to be annexed at relevant S.No.)

18. Details of Post doctoral experience					S. No. enclosed
Agency	Host Institute	From date	To date	Duration	
Total experience	years	Months	Total		

\* (Add separate sheet if required, to be annexed at relevant S.No.)

19. Academic distinctions		S. No. enclosed
Name of the Academic Course/ Body	Academic distinctions obtained	

\* (Add separate sheet if required, to be annexed at relevant S. No.)

### RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

#### A) Published Papers in refereed Journals as notified by the UGC

S. No.	Title with Page nos.	S.No. of the Journal in UGC approved list	ISSN/ ISBN No.	Impact factor	Whether Peer reviewed. Impact factor, if any	S. No. of enclosures

Attach separate sheet if required.

#### B (i) Research papers published in other reputed journals notified by UGC

S. No.	Title with Page nos.	Details of Conference Publication	ISSN/ ISBN No.	No. of co-authors	Whether you are the main author	S. No. of enclosures

Attach separate sheet if required.

#### B (ii) Articles/ Chapters published in Books/Conference proceeding

S. No.	Title with Page nos.	Details of Conference Publication	ISSN/ ISBN No.	S. No. of enclosures

Attach separate sheet if required

#### B (iii) Books Published as single author or as editor

S. No.	Title with Page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether Peer reviewed.	No. of co-authors	Whether you are the main author	S. No. of enclosures

Attach separate sheet if required

#### C. Ongoing and Completed Research Projects and Consultancies

##### C (i) Ongoing Projects/ Consultancies

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs lakh)	As PI/Co-PI or Investigator	S. No. of enclosures



C (ii) Completed Projects/ Consultancies

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs lakh)	Whether policy document/ patent as	As PI/Co-PI or Investigator	S. No. of enclosures

D (i) Paper presented in Conferences, Seminars, Workshops, Symposia

S.No.	Title of the Paper Presented	Title of Conference / Seminar	Organized by	Whether International/ National/ State/ Regional/ College or University level	S. No. of enclosures

D (ii) Invited Lectures and Chairmanships at National or International conference/ seminar etc.

S. No.	Title of Lecture/ Academic Session	Title of Conference/ Seminar etc.	Organized by	Whether International/ National	S. No. of enclosures

Please tick the enclosures attached :

S.No	Cheek List	S.No. of enclosures	Number of sheets
i.	Matriculation mark sheet/ certificate		
ii.	Intermediate mark sheet / certificate		
iii.	B.A./ B.Sc./ B.com (Final) mark sheet/ degree/ B.Lib. (Final) mark sheet/ degree		
iv.	M.A./ M.Sc./ M.Com (Final) mark sheet/ degree/ M.Lib.(Final) mark sheet/ degree		
v.	Ph.D./ D.Phil degree		
vi.	D.Litt., D.Sc., L.L.D. degree		
vii.	NET, UGC-JRF, CSIR-JRF Award Certificate		
viii.	Caste Certificate issued by the Competent Authority (OBC/SC/ST/etc)		
ix.	Experience certificates		
x.	Recommendation letter(s)		
xi.	Award (s)		
xii.	Fellowship(s)		
xiii.	Publication (s)		
xiv.	Any other		

Total number of sheets enclosed \_\_\_\_\_ (please give sequential number to each sheet and signature with date).  
N.B. Applications without self attested testimonials (above) will not be entertained.(Applicable to all candidates)

20. Have you been reprimanded ever \_\_\_\_\_ Yes/No  
Give detail if yes \_\_\_\_\_

Is there any case pending against you? \_\_\_\_\_ Yes/No

21. Any other information/ qualification relevant to the post applied for:

22. Endorsement by the EMPLOYER	
<b><u>NOC</u></b>	
<p>a) In case of in-service candidates in Government/ Semi-Government organizations/ Public Sector Undertakings / Autonomous Organizations, the endorsement form must be signed by the employer.</p> <p>b) In case of in-service candidates from Private Sector, acceptance of resignation and relieving letter from the employer must be submitted at the time of joining.</p>	
<p>Forwarded to the Principal, Arya Kanya Degree College, Allahabad - 211003</p> <p>The applicant Dr./Mr./Mrs/ Ms. _____ who has submitted this application for the post of _____ in Arya Kanya Degree College, Allahabad, has been in employment _____ in a temporary/ contract/ permanent capacity with effect from _____ in the Pay Scale Rs. _____. He/ She is drawing a basic pay of Rs. _____. His/ Her next increment is due on _____</p>	
<p>Further, it is certified that no disciplinary/ vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application being considered by Arya Kanya Degree College, Allahabad and in the event of selection he/she will be relieved to join Arya Kanya Degree College, Allahabad as per rules.</p>	
<p>Signature of the forwarding officer)</p> <p>Name : _____</p> <p>Designation: _____</p> <p>Place: _____</p> <p>Date: _____</p>	

23. Names and complete postal addresses of 2 referees (The referee should have knowledge of the candidates experience and should not be related to the applicant)		
Names & complete postal address	Referee-1	Referee-2
Email:		
Phone (Landline) with STD code		
Mobile Ph:		
Fax:		

Candidate's Name & Address for correspondence:	Mailing address		Permanent address																	
	<table border="1" style="width: 100px; height: 20px;"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>									<table border="1" style="width: 100px; height: 20px;"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>										
Email.	Phone No. (Landline with STD code)		Mobile No.	Fax No.																

**24. Declaration**

I, \_\_\_\_\_ son/ daughter of \_\_\_\_\_ hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information found false or incorrect or ineligibility being detected before or after the Selection Committee meetings, my candidature/ appointment may be cancelled by the College.

I have never been convicted or contemplated for any unlawful activity.

Signature of the applicant

\_\_\_\_\_  
(Name in Block Letters)

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

Application not signed by the candidate is liable to be rejected.

## GENERAL INSTRUCTIONS

- (i) The candidate who wishes to apply for the advertised post, is required to fill application form with requisite application fee of Rs. 2000/- for General/OBC/EWS candidates and Rs. 1000/- for SC/ST.
- (ii) The College reserves the right to withdraw any or all advertised post(s) or partial or full advertisement at any time without assigning any reason.
- (iii) Only Matriculation/SSC Certificate/Admit Card/Passing Certificate issued by the concerned education board will be considered as proof of date of birth. No other document will be accepted for verification of date of birth.
- (iv) Candidates belonging to SC/ST/OBC/EWS category must submit relevant certificates as per the proforma of Govt. of India.
- (v) Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. Concealment of any material, information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
- (vi) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement can be instituted only in Allahabad courts/tribunals/ forums.
- (vii) The College reserves the right to reject any application without assigning any reason whatsoever.
- (viii) The College reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the Governing Body of the College shall be final and no appeal shall be entertained in this regard.
- (ix) The candidate must attach self attested copies of all relevant testimonials/documents. The original certificates would be required at the time of interview only.
- (x) Applications not accompanied with prescribed fees and incomplete applications will be liable to be rejected.
- (xi) Candidates already employed and shortlisted for interview are required to produce the NOC from their organization. The employed candidate of Govt./Private Universities/Colleges/Autonomous bodies should submit the applications through proper channel. However, they may produce the NOC from their organization at the time of interview with a certificate that no vigilance enquiry is pending/being contemplated against him.
- (xii) The decision of the competent authority, Arya Kanya Degree College, Prayagraj in all matters relating to eligibility, acceptance or rejection of applications, mode of selection/interview will be final. No enquiry or correspondence will be entertained in this connection from any individual or his/ her agency.
- (xiii) Applications received without the requisite documents and after the prescribed date will not be entertained. Incomplete, unsigned applications and those not accompanied with copies of certificates and application fee will be summarily rejected.
- (xiv) Canvassing in any form (political influence or otherwise) will be treated as a disqualification for the post.
- (xv) Candidates shortlisted for the interview will be informed through email and registered post. No TA/DA for attending interview will be admissible.
- (xvi) **Minimum Educational Qualifications:** All applicants must fulfill the essential qualifications of the post and other conditions stipulated in the **UGC REGULATION ON MINIMUM QUALIFICATION FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION 2018**, as amended from time to time.
- (xvii) List of self attested testimonials attached (original to be produced at the time of interview).
- (xviii) The envelope must be superscribed as **“Application for the post of name of the post”**.

- (xix) Non-refundable Application fees in form of Demand Draft (**Bankers Cheque for candidate applying from Prayagraj**) from any nationalized bank should be drawn in favor of the **Principal, Arya Kanya Degree College**, payable at Prayagraj.
  
- (xx) The printed application form, complete in all respect along with other documents, demand draft etc. as required must reach the "**The Principal, Arya Kanya Degree College, 886, Mutthiganj, Prayagraj – Uttar Pradesh- 211003**" before the last date 02/01/2025.

**Chairperson, Governing Body**