

Dr Rajendra Prasad Central Agricultural University Pusa-Samastipur-848125, Bihar

Application Form for the post of Associate Professor & Professor Instructions

- 1. The candidate must be a citizen of India.
- 2. A separate application form must be submitted for each post/item in the advertisement.
- 3. Persons in service may submit an advance copy of the application along with the application fee (as applicable) directly to the Officer-in-Charge, Recruitment, Dr. Rajendra Prasad Central Agricultural University, Pusa so as to reach it on or before the closing date. The application duly forwarded by the parent office/ employer must reach the University within 30 days of the closing date, failing which the application would stand automatically rejected without notice.
- **4.** The candidate on deputation/ Foreign Service should get his/her application forwarded from his/her parent office under intimation to office in which he/she is on deputation/Foreign Service.
- 5. The candidates should attach documents as specified in the application form.
- 6. With the application, a crossed Demand Draft of Rs. 500/-(Rs. 250/- in case of SC/ST) valid for three months, with name and address of the candidate on its back) should be submitted, drawn in favour of the Comptroller, Dr. Rajendra Prasad Central Agricultural University, Pusa payable at PNB, Pusa (Branch Code PUNB0451200 or any other Nationalized Bank. No fee shall be charged from the Physically handicapped people. SC/ST/PH candidates must attach self attested copy of relevant certificate issued by the competent authority.
- **7.** Incomplete applications and applications not accompanied with the prescribed fee (unless exempted) are liable to be rejected.
- **8.** Maximum age for applying for the post of Associate Professor is 50 years and University Professor is 60 years as on closing date of submission of application. No age limit for employees of DRPCAU, Pusa. Original documents in support of various claims should be produced at the time of interview.
- **9.** A candidate must be in sound health. He/she must be prepared to undergo such medical examination and satisfy such medical authority as required.
- **10.** Dr. Rajendra Prasad Central Agricultural University, Pusa is an autonomous organization. The grant of leave, pay, advance, traveling and other allowances, and other service conditions, of officers and establishments in the service of the University are regulated in accordance with the relevant rules/instructions issued by the DARE, Government of India from time to time.
- 11. The decision of the University with regard to the eligibility or otherwise of any candidate based upon evaluation of the application and particulars/records submitted with the application by the candidate shall be final, and the University will not enter in to any correspondence in this regard with the unsuccessful candidates.
- **12.** Having minimum qualification does not entitle candidate to be called for interview.
- **13.** Addition/deletion/corrigendum (if any) shall be posted on the University website/Notice Board.
- **14.** The number of vacancy may increase or decrease as per the discretion of the competent authority.
- **15.** No TA/DA shall be provided for attending the interview
- **16.** Interview may continue for next day depending upon the circumstances, hence the candidate may come prepared accordingly.
- **17.** Canvassing in any manner shall lead to disqualification.

- **18.** Having minimum qualification does not entitle candidate to be called for examination and interview. If number of candidate is large, a minimum cut off in academic score can be imposed.
- **19.** Addition/deletion/corrigendum (if any) shall be posted on the University website/Notice Board.
- **20.** The number of vacancy may increase or decrease as per the discretion of the competent authority.
- **21.** No TA/DA shall be provided for attending the interview.
- **22.** Interview may continue for next day depending upon the circumstances, hence the candidate may come prepared accordingly.
- **23.** Eligibility of a candidate and satisfaction of any other satisfying criteria shall be considered as on the last date of the receipt of application.
- **24.** Candidates are advised o satisfy themselves beforehand that they possess the minimum essential qualification laid down in the advertisement

Instructions for completion of Part-B

- A. The candidates are advised to carefully go through the details of Score Card and the "Information for the candidates" relevant to the post applied for.
- B. Part B of the application form should be filled up carefully as it is considered for evaluation and scoring.
- C. Each parameter mentioned in Part-B carries a certain weightage of marks. The Screening Committee will go through the application for evaluation. Hence, the candidates are instructed to fill them legibly or even type on separate sheets.
- D. **Any other information:** Include any significant contribution relevant to the post applied for or not covered elsewhere. In case of candidates dealing with work related to coordination/ facilitation, significant contributions can be given here for evaluation against other parameters explained above.
- E. Providing any false information or claim may render the candidate liable to action as deemed fit by the Board including disqualification of candidature.

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Certificate of Verification by the Employer

- 2. There is no vigilance/disciplinary/criminal case pending against him/her.
- 3. Details of the Minor/Major penalties imposed during the last ten years, if any.
- 4. Certified that the work and conduct of Dr./Shri/Smt./Km. is above average for the last five years.

The gist of AAR/ACR grading/ratings for the preceding five years is as follows:-

Year			
Grading/Rating by Reporting Officer			
Grading/Rating by Reviewing Officer			

Office File/Ref No.

Signature

Name

Designation with office seal

Office Seal	Date

In service candidate should get the above endorsement signed by his/her present forwarding authority.

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Please affix your latest passport size self attested photograph

Application Form

(To be filled in by the candidate)

Name of the applicant		
Post applied for		
Advertisement No.		
Item No.		
Demand Draft No. & Date of Issue	Name of the Issuing Bank	Amount of fee remitted

Bank Draft should be in the name of Comptroller, DRPCAU, Pusa, payable at PNB, Pusa (Branch code PUNBO451200) or any other Nationalized Bank of Rs. 500/-(Rs/ 250 for SC/ST) only. (No fee shall be charged from PWD)

(Signature of the candidate)

For Official Use Only

Date of receipt of the application

Checked by	Dealing Assistant	Section Officer

Remarks, if any

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PART-A (TO BE FILLED IN DUPLICATE)

1	Name of the Candidate (in Block Letters)	
	Surname-First name-Middle name.	
2	Gender (M for Male, F for Female)	
3	Date of birth (Day-Month-Year)	
4	Age as on closing date for receipt of applications in India (Years/Months/Days)	
5	Father's Name	
6	Designation of the candidate, if employed	
7	Name of the Parent Office/ Institution/ Organization, if employed.	
7	If the candidate is on deputation/foreign service, indicate name of the office in which he/she is on deputation/foreign service.	
8	Actual place of posting	
9(a)	Full postal address for correspondence with pin code	
9(b)	Permanent address	
9(c)	Contact details	Mobile No.
		Tel. No.
		Fax No.
		E-mail IDs
10	Are you a citizen of India by birth/domicile?	

PART-A

11	Category (SC/ST/OBC/General)	
12	Have you ever been convicted by a court of law for any offence? If so, give details thereof.	
13	Have you ever been punished or debarred from service of Govt. or any other organizations/etc.? If so, details thereof.	
14	Whether any disciplinary/criminal case is pending against you? Has any major/minor penalty been imposed on you? If so, give details.	
15	If selected, are you prepared to accept the minimum initial pay offered? If not, state the lowest initial pay that you would accept.	
Signa	ture of the candidate	
Date	and Place	

PART-B

Dr Rajendra Prasad Central Agricultural University, Pusa-Samastipur-848125, Bihar

Please affix your latest passport size self attested photograph

Name			Dat	e of	Birt	h					Designation	1		
			(Da	te/N	lont	th/Year)								
Age as on clo						Present	Pay S	cale/ F	Pay B	and				
[Year(s)/Mor	th(s)/Day	(s)]												
						Grade P Pay	ay/ Re	esearc	h Gra	ade				
						Basic Pa	У							
Post applied	for			L				ipline/		of				
							the	applica	ant					
Advt. No.							Item	No.						

1. Acac	lemic Qua	lification	S		
1A.i. Acad	demic Perfo	ormance			
Level	Year of passing	Institute/ University	Subject(s) with major field	Class/ Division/ Grade/ Marks/ Percentage	For office use only
10+2					

Graduation			
Masters			
Ph.D.			
Other Qualifications (Relevant to the			
post applied for)			

Whether candidate is a recipient of the following?	Candidate's	For office use
	Response	only
Marks from 60% to < 75% at the 10+2 level	Yes/No	
Marks ≥ 75% at 10+2 level	Yes/No	
Marks from 60% to < 75% or OGP from 6.0/10 to <7.5/10 at the graduate level	Yes/No	
OGP ≥ 7.5/10 or Marks ≥ 75% at the Graduate level	Yes/No	
OGP ≥ 8.0/10 or Marks ≥ 80% at the Masters level	Yes/No	
OGP ≥ 8.0/10 or Marks ≥ 80% at the Ph. D. Level	Yes/No	
National Talent Scholarship/ ASPIRE/ Other such Scholarship	Yes/No	
Merit scholarship at UG level	Yes/No	
JRF at M.Sc. level/Merit scholarship in DUs	Yes/No	
SRF of ICAR/CSIR/JRF of UGC at the Ph.D. level or other national level fellowships or GATE upper 5%	Yes/No	
First position/ Gold Medal in the University at the Graduate level	Yes/No	
First position/ Gold Medal in the University at the Master's level	Yes/No	
Overseas Doctoral Fellowship or scholarship i.e. Commonwealth, DAAD etc.	Yes/No	
1B. Ph.D. Thesis Award		
Jawaharlal Nehru Award of the ICAR for best Ph.D. thesis	Yes/No	

Ph.D. Gold Medal/ Best thesis award at the university level	Yes/No	
1C. Overseas Post-Doctoral Fellowship/Associateship		
Overseas Post-Doctoral fellowship/associateship – of minimum 3 to less than 6 month's duration.	Yes/No	
Overseas Post-Doctoral fellowship/associateship – of 6 months or more duration.	Yes/No	

Note: 1. Please enclose self-attested photocopies of (i) Date of Birth Certificate (ii) B.Sc./B.V.Sc./ B.E./ B.Tech. degree (iii) M.Sc./M.E./M.Tech. (iv) Ph.D. degree with date of completion.

2. Provide evidence of Class/Division with appropriate conversion formula of the awarding University and other academic achievements listed above.

2. Experience in Relevant Field

2A.i. Essential qualifications advertised for the post (for other than Engineering Disciplines)

or

2A.ii. Essential qualifications advertised for the post (for Engineering Disciplines)

rescribed Qualifications	Qualifications possessed by the candidate*	_
		only

or

2A.ii. Desirable qualifications (for Engineering Disciplines)

*Please clearly specify how the applicant fulfills the qualifications mentioned for the post.

Grade	Pay Band with work	discipline of of work	Organization	Organization Institute	Place of posting	Period		
	Pay/Research	experience					From (DD/MM / YYYY)	To (DD/MN / YYYY)

Note: The above table may include the experience over and above for prescribed essential years stipulated as minimum qualifications.

2B. Experience over and above for prescribed essential years stipulated as minimum qualifications

Attributes	Candidate's response	For office use only
Additional number of years of service over and above the prescribed qualifications.		
Whether possess desirable qualifications as advertised?	Yes/No	
Number of completed years of post-doctoral experience within the country		

2C. Trainings attended (specify trainings attended only in the field of specialization outside the institute/ university)

Duration of Title of the train training institution	Title of the training and name of the institution	Period	For office use only	
		From (DD/MM/YYYY)	To (DD/MM/YYYY)	
10-20 days duration				
21 to 89 days duration				
3 months or more				

3. Recognitions & Awards/ Special Attainments						
3A. Recognitions & Awards						
Category of Recognition/ Award	Item of Recognition/ Award	Year	Awarding organization (National/ International, Institutional/ Professional Society/Academy)	For office use only		
Rafi Ahmad Kidwai/						
Shanti Swaroop Bhatnagar award						
Fellowship of National Academies						
National awards (ICAR/ CSIR/ DST etc.)						
Young Scientist award/ Medal of National						
Academies/ ISCA						
Award by State						

Government/ National Institutes/ Universities/		
Registered Professional		
Societies		

3B Special Attainments

Category of Special Attainment	Details of Special Attainment	Additional details/	For office use
		Information	only
Chairman/Member-Secretary of			
Scientific Committees, Member			
Task Forces and other Policy			
Making Bodies etc.			
Best Paper/ Poster award			
(Applicable only for the posts of SS & PS)			
Experience of working/ training in an International Organization/			
Laboratory other than Post-			
Doctoral Fellow			
President/ Secretary of Registered Professional			
Societies/ Chief editor of NAAS			
rated journals			
Invited for Lecture/ Chairman of a Technical Session in			
International Conventions,			
Conferences, Symposia etc. or participated as member of an			
International delegation			

4. Teaching / Rese	arch / Extensi	on			
Major function (Teachi	ng/ Research/ Ex	tension)			
Minor function (Teaching	ng/ Research/ Ex	tension)			
4A. Teaching					
4A.i. Courses taught					
Course Id & Course Title	Credit Hours	Credit load taken by applicant per year		ear	For office use only

4A.ii. Students Guided as Major advisor						
Name of Student	Degree	Year of award	Ph.D. thesis award at the University/ ICAR level (If any)	For office use only		

4A.iii. External Examinership (If any)				
Type of examination (Paper setter, External examiner, Thesis evaluator, Viva-voce examiner). List only 4 such activities.	Institution	Year	For office use only	

4A.iv. Lectures delivered in Summer/Winter Schools, Refresher courses, Symposia, Conference etc.

Type of program	Program name	No. of lectures delivered	Whether published in proceedings? (Yes/No)	For office use only
Summer/ Winter schools, Refresher courses, Training				
programs				
Conference/ Symposia				

Type of program	Name of the program	Sponsoring agency	Year	Pe	For office use only	
program	organized	agency		From To		
				(DD/MM/YYYY)	(DD/MM/YYYY)	

4A.vi. Seminar/ Symposium organized as Chairman/Organizing Secretary/ Convener etc.						
Type of program	Name of the program	Sponsoring agency	Year	Period		For office use only
program	organized	agency		From	То	
				(DD/MM/YYYY)	(DD/MM/YYYY)	

4B. Research

4B.i. Research Projects held

Title of the project	Level of association	P	Period		For office use only
	(PI/Co-PI)	From (DD/MM/YYYY)	To (DD/MM/YYYY)	organization	

4B.ii. Research Findings / Achievements

List major research achievements in bullet form each supported by corresponding research publication.

Achievement	Supporting research publication (Journal details)	For office use only

4B.iii. Research contributions supported by documentary evidence (Patents commercialized/ Variety released, Animal breeds developed, Traits identified, Product/ process/technology developed, Package of practices developed etc.)

Category of achievement	Title	Year	Additional information, if any	For office use only

4B.iv. Research publications with citation index of 15 or more supported by documentary evidence (For the posts of HOD and above)

Publications	Citation index number	For office use only

4C. Extension				
4C.i. Technology application, demonstration and adoption				
Activity	Outcome / Impact	For office use only		

4C.ii. Extension approaches for technology dissemination					
Activity	Program details	Salient achievement / outcome	For office use only		

4C.iii. Capacity development and collaborative program					
Type of program	Program details	Co-ordination /associate	For office use only		

4D. Minor Function Details (Teaching/ Research/ Extension)

For any of the teaching, research or extension as the Minor Function, the award of marks will be granted as narrated and distributed for Major Function. The aggregate thus obtained will be divided by 2 to compute marks for the Minor Function.

Title of the project	Level of Association	Pe	eriod	Value of the project (Rs.	Sponsoring agency	For office use only
	(PI/Co PI/Associate)	From	То	in lacs)	agency	
		(DD/MM/YYYY)	(DD/MM/YYYY)			

5. Publications

5A. Applicable to Researchers & Teachers other than Social Scientists

5A.i. Publications (Refereed Journals) List 10 best papers

Note: Research papers published in refereed journals will be considered for allocation of scores according to NAAS Journal rating applicable from 01.01.2017.

Authors, Year of publication, Title of the paper	Journal Name, Volume and Page No.	NAA/UGC Journal Id	NAAS/UGC Rating	For office use only

Note: 1. No Score will be given if references are incomplete

2. UGC Score will be used only for those subjects whose journals are not listed in NAAS list.

Category of publication	Name of publication	Authors	Year and Number of pages	Publisher	For office use only
Practical / Training Manual/ Books/					
Monographs					
Book Chapters / Policy					
Papers/ Economic Reviews					
Popular Articles/ Bulletins/ Short					
Communications					
Papers in Proceedings					

5B. Applicable to Social Scientists and Scientists working in KVKs

5B.i. Publications (Refereed Journals) (For Social Scientists and Scientists working in KVKs). List 10 best papers.

Note: Research papers published in refereed journals will be considered for allocation of score according to NAAS Journal rating applicable from 01.01.2017.

Authors, Year of publication, Title of the paper	Journal Name, Volume and Page No.	NAAS Journal Id	NAAS Rating	For office use only

Note: No Score will be given if references are incomplete

Title of publication	Authorship	Year and Number of pages	Publisher	For office use only
		•		

Papers in Proceedings			

6.	Institution building	2 /	Service functions	/	Resource generation	1
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6A. Institution building at Institute level

Item	Details of Activity	Level of Involvement	Amount (Rs. in lacs)	For office use only

Note: Options for the field "Item": New facility, New laboratory, Innovations introduced, Farm/ Farm machinery, Common facilities, etc.

Category of service	Details of services provided	Per	For office	
functions		From (DD/MM/YYYY)	To (DD/MM/YYYY)	use only
Services provided as In- charge of utility sections				
Services provided in PME cell				
Services provided for miscellaneous tasks				
External R&D Linkages developed.				

Note: Applicants are advised to see the details of service functions under each category in the relevant score card for the post before filling up the application form.

in lacs)	use only

Note: The claim for Resource Generation should be supported with documentary proof. Sale of farm produce does not qualify for resource generation.

I hereby declare that the statements made in the application (Part-A & Part-B) are true.

Date and Place

Candidate's Signature