

Check list

A	Candidate Name				
B	Post applied for	Assistant Professor	<i>Subject :</i>		
C	Category (Pls. mention) <i>OPEN / SC / ST / VJNT / OBC / SBC</i>				Sr. No. of Post
D	Gender M / F	Whether Physically Challenged Y / N		Type of Disability	
E	Application Fees (<i>Rs.1000 or Rs.500</i>)	Rs.	DD No. & Date OR Online Payment Receipt		
F	Documents to be submitted with Application				
No.	Particulars		Yes / No	Remarks by Scrutiny Committee	
1	HSC Certificate / Mark-sheet				
2	UG Degree Certificate				
3	PG Degree Certificate				
4	Ph.D Certificate				
5	NET / SET Certificate				
6	Valid proof for Birth date				
7	Caste Certificate (if applicable)				
8	Caste Validity Certificate (if applicable)				
9	Non Creamy Layer Certificate (if applicable)				
10	Domicile Certificate				

**Signatures of
Scrutiny committee**

Signature of the candidate

Names :



University of Mumbai

SYNOPSIS

Passport size
Photograph

Post Applied for	Assistant Professor	Sr. No. of Post.			
Subject Name					
Candidate Name <i>(Beginning with Surname)</i>					
1	Category : SC/ST/DT-NT/OBC/SBC/OPEN <i>(Pls. specify)</i>				
2	Gender		Physically Challenged		Type of Disability
3	Application Fee	Rs.	Transaction ID		Date:
4	Date of Birth : (in words)				
5	Date of Birth : / /		Age completed	Years	Months
6	Educational Qualifications :				
	Degree (Pls give the name)	University	Passing Year	Grade / %	
a	HSC				
b	UG				
c	PG				
d	Ph.D				
e	NET/SET				
7	Teaching Experience				
	College / Institution	Post held	From	To	
a	Present post				
b					
c					
8	Research Nos. of students successfully guided <i>(awarded)</i>				
9	Research Publications		No. of Patents registered (if any)		
10	Books published (if any)				

Notes: 1) The information asked is to be furnished on this sheet only & no addition sheet be used.
2) To be filled in by the candidate.

Date: ____/____/____

Signature of the candidate

University of Mumbai



Notes : Pls. Read the instructions carefully before filing the Application form.

Fees once paid cannot be refunded, in any case.

*** Strike off whichever is not applicable.**

Prescribed Application Format

To,
The Registrar,
University of Mumbai,
Fort, Mumbai - 400 032.

Advertise No. : _____
Date of Advt. : ____/____/2019
Serial Number of Post : _____

Sir,

I wish to apply for the post of Assistant Professor in the _____ category
(*Open / SC / ST / DT / NT / OBC / SBC)

in the Subject : _____

My particulars are given below :

1. Full Name : _____
(Beginning with Surname in Block Letters)
2. Full Address for correspondence : _____

_____ Pin code _____
3. Contact Details : Telephone No. (Residence) _____ (Office) _____
Mobile No. : _____ e-mail : _____
4. Date of Birth : _____ Age as on date : _____ Years _____ Month/s
5. Place of Birth : _____
6. Sex (Male/Female) : _____ 7. Married / Unmarried : _____
8. Nationality : _____ 9. Domiciled : _____
10. Whether belongs to : Pls. state _____
(Scheduled Caste, Scheduled Tribes, De-notified Tribes, Nomadic Tribes, Other Backward Class, Special Backward Class, Open)
11. Whether Physically Handicapped with minimum 40% disability (Yes / No) _____
If yes, state nature & percentage of disability : % _____
Nature of disability : _____
(if Any) _____

12. Educational Qualification :

(Pls attach all relevant Documents)

Examination	University / Board	Month & Year of Passing	Subjects	Percentage of Marks obtained	Class / Division / Grade
Matriculation / S.S.C./ S.S.L.C.					
Higher Secondary / H.S.C.					
UG Degree +					
PG Degree+					
M. Phil.+					
Ph.D.+					
NET / SET +					
Any other Degrees / Diploma's					

Note : (+ Pls. state the name & Faculty)

13. Account for breaks, if any in the academic career : _____

14. Teaching / Technical / Professional Experience at UG and PG level (if any) :

College / Institution	Subject	Designation held	Nature of appointment Perm./Temp.	Period of Appointment with Dates	
				From	To

15. Research work : _____

16. Number of Students successfully guided : _____

17. No. of Publications : _____ No. of Books: _____ No. of Articles : _____

18. Patents, if any : _____

19. Pls. State information regarding Court Case / Criminal proceeding / Disciplinary action :

20. Names and addresses of three persons from concerned field of studies / profession of candidate to whom references may be made

1. _____

 Contact Nos. _____

2. _____

 Contact Nos. _____

3. _____

 Contact Nos. _____

Declarations :

- a) I have read the eligibility criteria for the post, terms & conditions and all the instructions properly. They are all accepted to me and shall abide by them.
- b) I understand that these are tenure post and I will not claim permanency after my tenure.
- c) I understand that the fee once paid will not be refunded in any case.
- d) I understand that in the event of any information being found false, incomplete or incorrect my candidature / appointment is liable to be cancelled / terminated without any notice.
- e) I understand that incomplete applications, applications without required enclosures, applications without requisite fee and applications not submitted in the manner and procedure prescribed by the university shall be summarily rejected.
- f) I hereby declare that all statements made by me in this application are true, complete and correct to the best of my knowledge and belief.

Place :

Date:

Signature of candidate

Name :

Small family DeclarationDECLARATION TO BE SUBMITTED BY APPLICANT WITH APPLICATION

FORM --- A (See Rule 4)

Shri/Smt/Kum. _____

Son/Daughter/Wife of Shri _____

Aged _____ years, resident of _____

Do hereby declare as follows:

- 1) That I have filled my application for the post of _____
- 2) I have _____ (number) living children as on today. Out of which No. of Children born after 28th March, 2005 is 1. _____
2. _____

(mention dates of birth, if any).

- 3) I am aware that if any total No. of living children are more than two due to the children born after 28th March, 2006, I am liable to be disqualified for the same post.

Place: _____

Date: ___/___/___

(Signature)

Name:

INSTRUCTIONS TO CANDIDATES

1. Candidates are requested to refer the University web-site www.muonline.org.in time to time, as all information like Document scrutiny / Interview dates / results / notices / various schedules, etc. will be displayed on University website. No personal communication will be sent to candidates.
2. All these posts are purely on temporary basis for the period of 11 months on the consolidated fixed salary prescribed by the University.
3. Candidates are advised to satisfy themselves before applying that they possess the prescribed qualifications and has to ensure that they possess the prescribed qualifications and are eligible in all respect as per the eligibility Conditions. No inquiry asking for advice as to eligibility will be entertained.
4. Candidates are requested to mention in the application, valid e-mail & working Mobile Number
5. The Application Fee once paid will not be refunded by the University, in any case.
6. Candidate should download the all 8 pages of **Application form** in prescribed format from the link available on University Website and make **FIVE copies**, completed in all respect. They shall also enclose photocopies of all the relevant certificates in support of their candidature. **The Application forms which are not in prescribed format will not be accepted.**
7. Candidates are required to **produce all Original documents** of their credentials in support of their candidature at the time of interview as per the list of at document list given in the check list.
8. The candidate is required to produce "No Objection Certificate" from their present employer at the time of interview, if they are working in University dept./ Institutions or affiliated college.
9. The posts reserved for backward class will be filled in by the candidate/s Domiciled in the State of Maharashtra belonging to the particular category only.
10. Candidate belonging to reserved categories domiciled outside the Maharashtra State will be treated as Open as per G.R.NO.CBC-1084/54577(1813) BCW-5, dated 1st November, 1985 and Circular No. CBC-1688(2829) MAVAK-5, dated 29th July 1988.
11. The reservation for Women and Physically challenged person/s is applicable as per rules.
12. Candidates from all categories can apply for open posts.
13. Candidates having knowledge of Marathi will be preferred.
14. Candidates who apply for more than one post should submit separate application/s along-with the separate requisite fee.
15. Number of posts advertised may increase/decrease depending upon the vacancies available at the time of interview. Accordingly the reservation of posts also may change.
16. Candidates should invariably fill the information regarding Court cases pending, Criminal cases, Disciplinary actions or equivalent etc. in the relevant column of the application Form. Any changes in this information as and when occurred after the submission of application Form till the completion of recruitment process should be brought to the notice of the University by the candidate, failing of which the University reserves the right to cancel the candidature and to debar him/her from all selections.
17. **Candidates called for interview will have to present themselves at their own expenses.**

18. Candidate should remit the Application Fee of **Rs. 1000/- (Rs. One Thousand only)** for **General category candidates and Rs. 500/- (Rs. Five Hundred Only)** for candidates **belonging to Reserved category**, through Demand Draft / Pay Order drawn on the name of **Finance & Accounts Officer, Mumbai University** payable at Mumbai. Cheque / Cash or Money Order will not be accepted.
19. Candidates are required to produce the Caste Certificate, Caste validity certificate, Non Creamy layer certificate (whichever applicable) at the time of interview.
20. No notice period shall be taken of any request for withdrawal of their application / Candidature.
21. University reserves its right to fill-in any of the vacancies advertised. University also reserves its right to appoint or not to appoint the candidates though recommended by the Selection Committee.
22. Incomplete applications, applications without required enclosures, applications without requisite fee and applications not submitted in the manner and procedure prescribed by the university shall be summarily rejected.
23. In the event of any information being found false, incomplete or incorrect the candidature / appointment is liable to be cancelled / terminated.
24. All candidates should prepare **FIVE copies** of **Prescribed Application Form** enclosed with all the relevant certificates and documents, in support of their candidature. They shall also bring with them **all Original documents** of their credentials **at the time of interview**.
25. They shall report as per the Timetable given as annexure at following Address.
- University of Mumbai,
Convocation hall,
M G Road, Fort campus,
Mumbai - 400 032
26. ***Canvassing, direct or indirect will be disqualification.***
27. ***Declaration : I have read all the instructions and terms & conditions, carefully & I hereby declare that, all are acceptable to me.***

Date:

Signature of candidate

Name :

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