



Re-Accredited 'B++' 2.86 CGPA by NAAC

**VEER NARMAD SOUTH GUJARAT UNIVERSITY**

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

**વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી**

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

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APPLICATION FOR RECOGNITION AS A

**POST GRADUATE TEACHER**

(For PG Degree / Diploma, other than Ph.D. Degree)

To,  
The Registrar,  
Veer Narmad South Gujarat University,  
Surat - 395007

**Rs. 25/-  
Internet Copy**

Sir,

I hereby apply for recognition as a Post-Graduate Teacher and request the University authorities to grant me the same for teaching the Subject/Branch/Specialization \_\_\_\_\_ at the \_\_\_\_\_ PG Degree / Diploma.

I have read the Statutes, Ordinances, Rules and Regulations of the University in this behalf and agree to abide by the same and work accordingly, if recognition is granted.

Yours faithfully,

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

\_\_\_\_\_  
(Signature of the applicant)

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(To be filled in by the applicant)  
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1. Applicant's Name in full :  
(Mr./Mrs./Miss) \_\_\_\_\_  
(beginning with surname)  
Name of the College / Institution \_\_\_\_\_  
Telephone No : ( \_\_\_\_\_ ) \_\_\_\_\_ Fax No. : \_\_\_\_\_  
College Address : \_\_\_\_\_  
\_\_\_\_\_ Pin : \_\_\_\_\_
2. Residential Address : \_\_\_\_\_  
\_\_\_\_\_ Pin : \_\_\_\_\_  
Telephone No / Mobile No. : \_\_\_\_\_  
Birth Date : \_\_\_\_\_ Age \_\_\_\_\_ Years (in complete years)
3. (i) Whether present appointment is  
Permanent OR Temporary : \_\_\_\_\_  
(ii) Whether Full Time OR Part Time : \_\_\_\_\_  
(iii) Whether the appointment is approved by the University ?  
If yes, please state the reference of the University letter.  
\* Letter No. \_\_\_\_\_ dated \_\_\_\_\_  
(\* Zerox copy of the letter must be attached)

4. (i) The actual present position of the applicant on the teaching staff of the College/Institution where he/she is working and the date from which he/she is holding the position.

**Position :** \_\_\_\_\_

**Date of Appointment :** \_\_\_\_\_

(ii) Date of joining the College/Institution : \_\_\_\_\_

5. Particulars of all the University Degree/ Diploma obtained by the applicant, and the type of the Degree/s, (i.e. whether obtained (i) by papers (ii) by research (iii) partly by papers and partly by research or (iv) for published work.)

(\* Zerox copy of the Marksheet must be attached)

Degree/ Diploma	University	Class	Year	Subject	By Papers/Research or Published Work
				Branch / Specialization	

6. Titles of thesis/theses OR published work for which the research degree/s was/were awarded. **TITLE :** \_\_\_\_\_
7. (i) No. of Books and Research Publications including Articles embodying the results of research or investigations published in recognised Journals  
(Furnish information & a list with dates of publication in a separate sheet as Annexure - )  
(Work done subsequent to the award of the research degree/s should be specially indicated.)
- (ii) Research work done or on hand and Research experience in years.  
(Furnish details thereof, if any in separate sheet as Annexure - )

8. The Branch of the subject in which the applicant has specialised, with details of specialization.
- \_\_\_\_\_
- \_\_\_\_\_

9. Subject the PG Degree and/or the Diploma for which recognition is sought.
- \_\_\_\_\_

10. (i) If recognised as a Post-Graduate Teacher **by this University**, furnish the following details  
(Please mention the subject/s and the date from which such recognition is given)

Subject	Degree	University	Period		
			From	To	Years

- (ii) If recognised as a Post-Graduate Teacher **by any other University**, furnish the following details :

(Please mention the subject/s and the date from which such recognition is given)

Subject	Degree	University	Period		
			From	To	Years

11. Previous / Present teaching experience :

Level	University/College /Institution	Subject/Papers	Class	Years	
				From	To
Under-Graduate (Class)					
Graduate (Class)					

Total teaching experience in the Subject \_\_\_\_\_

Years \_\_\_\_\_ months \_\_\_\_\_ at Degree Classes.

12. Previous/Present experience of teaching for Post-Graduate Degrees by papers :  
(Please state the special subject and/or topic and/or paper/s taught)

University/ Centre	Subject/ Specialization	Degree	Period		
			From	To	Years

13. A complete statement of the actual Teaching work :

**(i) Under Graduate level :**

<u>Period per week :</u>	<u>Total Hours / Minutes</u>
Lectures _____ of _____ duration	_____
Seminars _____ of _____ "	_____
Tutorials _____ of _____ "	_____
Laboratory Supervision _____ of _____ "	_____

**(ii) Post-Graduate level :**

<u>Period per week :</u>	<u>Total Hours / Minutes</u>
Lectures _____ of _____ duration	_____
Seminars _____ of _____ "	_____
Tutorials _____ of _____ "	_____
Assignment _____ of _____ "	_____
Laboratory Supervision _____ of _____ "	_____
Library Supervision _____ of _____ "	_____

Total work load per week		
Level	Hours	Minutes
<b>UG</b>		
<b>PG</b>		

14. Previous experience of Guiding Post-Graduate student by research

<b>Number of Students</b>				
Name of University	Master's Degree by research	Ph.D. Degree	Branch Of Subject	Years

15. Number of student guided by the applicant, whose **Theses** have been accepted.

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16. (i) Number of research students at present receiving guidance, with dates of their registration.

For Master Degree                  M.Phil.                  Ph.D.

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(ii) The place in which the applicant proposes to guide research **or** teach.

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(iii) The details as to the facilities available for the purpose  
(e.g. Library, Laboratory, Equipment etc.)

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(iv) Number of weekly hours devoted to the students for guidance registered under the applicant.

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17. Other particulars in support of the application :

Details of Posts held in College, University by the applicant :

Post	Subject/s taught	Class/es	Years	College	University
(1) Professor					
(2) Associate Professor					
(3) Reader					
(4) Assistant Professor					
(5) Senior Lecturer					
(6) Junior Lecturer					
(7) Lecturer					
(8) Associate Lecturer					
(9) Assistant Lecturer					
(10) Tutor					
(11) Demonstrator					
(12) Registrar					
(13) Houseman					
(14) Research Officer					
(15) Research Assistant					

(18) **Applicable to the teacher Under the Faculty of Medicine : (Ord. 109)(III)**

(a) The actual designation of the applicant on the Staff of the Medical College  
(i.e. Professor/ Associate Professor/ Assistant Professor)

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(b) Whether the applicant is holding Full-Time or Part-Time appointment

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(c) Date of Joining : \_\_\_\_\_

(d) (i) Teaching experience of \_\_\_\_\_ years as Lecturer or Assistant Prof. after obtaining  
PG Degree (MD/MS etc.) in the year \_\_\_\_\_ (In Broad Specialty subject)

(ii) Teaching experience of \_\_\_\_\_ years as Lecturer or Assistant Prof. after obtaining  
Higher Specialty Degree (MD/MS etc.) in the year \_\_\_\_\_ (In Super Specialty subject)

(e) Applicable to Honorary/Part-Time teachers :

I am Honorary/Part-Time Teacher in \_\_\_\_\_

Department and have been putting in \_\_\_\_\_ hours clinical and teaching  
duties per day in the Medical College / Institution.

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

\_\_\_\_\_  
(Signature of the applicant)

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### Certificate of the Principal / Head of the College / Institution

This is to certify that, to the best of my knowledge and belief, the above information is correct.

He / She is eligible for the recognition as a Post-Graduate Teacher under **Ordinance 109 (Clause \_\_\_\_\_)**

Signature with Stamp of  
the Head of the Institution  
through whom the  
application is submitted } \_\_\_\_\_

Dated : \_\_\_\_\_

**Note:** (i) Strike off which is not applicable.

(ii) Fill in the form carefully and furnish all details as required

(iii) Supply the information in separate sheet (Annexure- \_\_\_\_\_ ) where the space is found  
insufficient.

(iv) Application lacking of the requisite information/particulars will not be taken into  
consideration.

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