

RUSTAMJI INSTITUTE OF TECHNOLOGY

(Affiliated to Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal,
Approved by All India Council for Technical Education, New Delhi &
Recognized by Directorate Technical Education, M.P. Bhopal)
BSF Academy, Tekanpur, Gwalior – 475 005 (M.P.)
Tel.:- (07524) 274320 e mail: rjit_bsft@yahoo.com

APPLICATION FORM

(For the post of Principal/Director: Adv. No. 01/2025)

(To be filled up by the Candidate in his/her own handwriting)

Draft No. Dated..... Amount Rs. 500/-

1. **Full Name** : -----
(In English Block letters) -----
2. **Mother's Name** : -----
3. **Father's/Husband Name:** -----
4. **Date & Place of Birth:** _____



Age on **2025** **Year** **Month** **Days**

5. **Aadhaar No**

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6. **PAN No.**

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7. **Nationality** : -----

8. **Marital Status (M/S/W/D)** : -----

9. **Category (GEN/SC/ST/OBC)** : -----

10. **Religion** : -----

11. **Address for Correspondence** : -----

12. **Telephone Nos.** : -----

Mobile-----

13. **E-Mail** : -----

14. **Is your relative serving in RJIT** : (Yes/No) Name : -----
(if yes give details) : Designation : -----
Relation : -----

15. (A) Academic **Qualifications** :

(Please mention details from Matric/Higher secondary level onwards, attested copies of certificates, mark sheets should be enclosed in chronological order)

S. No.	Degree/ Certificate	Discipline Subject	Name of University/ Board	Passing Year	Division with %	Encl No.
I	II	III	IV	V	VI	VII

15. (B) For Ph.D. Degree certificates in the relevant branch.

Topic	Discipline	Name of University/ Institute	Year of Award	Encl No.

16. (A) Teaching Experience: (Associate Professor/ Assistant Professor Level)

S. No.	Name of the Institute	Post held	Nature of Appointment Regular/ Ad-hoc	Pay Scale	Pay drawn	From	To	Total Period ----- (Years/ Months & Day)	Encl No.
I	II	III	IV	V	VI	VII	VIII	IX	X
Total Teaching experience (Associate Professor/ Assistant Professor Level)									

16. (B) Teaching Experience : (Professor Level at least 03 years)

S. No.	Name of the Institute	Post held	Nature of Appointment Regular, Ad-hoc,	Pay Scale	Pay drawn	From	To	Total Period ----- (Years/ Months & Day)	Encl No.
I	II	III	IV	V	VI	VII	VIII	IX	X
Total Teaching experience (Professor Level)									
Total Teaching experience (Professor/Associate Professor/ Assistant Professor Level)									

Note:-(i) Provide Appointment letter with pay scale & designation, relieving letter (wherever applicable),and experience certificate for each appointment.

(ii) Guest faculty for any duration and Ad-hoc service for a period of less than one year should not be mentioned, these will not be counted in experience.

16. (C) Industrial Experience

S. No.	Name of the Industry	Post held	Pay Scale	Pay drawn	From	To	Total Period ----- (Years/ Months & Day)	Encl No.
I	II	III	IV	V	VI	VII	VIII	IX
Total Industrial experience								

Note :- Provide Appointment letter with pay scale & designation, relieving letter (wherever applicable) and experience certificate for each appointment.

17. Details of successful Ph.D. guided as supervisor / Co-Supervisor:- (at least two)

S. No.	Name & address of the candidate of the Students	Enrollment No.	Subject	Title of the Thesis	Name of the Guide(s)	Name of University	Encl No.
1							
2							

Note:- (i) Notification/ proof of successful Ph.D. Guided as supervisor/Co-supervisor.
(ii) Attached separate sheet of Ph.D. guided as supervisor/Co-supervisors in prescribed format.

18. Details of minimum 8 research publications in SCI journals / UGC / AICTE approved list of journals. Mentioning complete details about the publications and also the copy of 1st page of each of the publication.

S. No.	Title	Name of Journals	Indexed In (SCI, UGC, AICTE)	ISSN/ ISBN No.	Whether peer Reviewed Impact factor, if any	No. of Coauthor	Encl No.
1							
2							
3							
4							
5							
6							
7							
8							

Note :- Attach a separate sheet of publication wherever necessary in prescribed format.

19. Number of book published	Text Book : <input type="text"/> Others : <input type="text"/>
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S. No	Title of the Book	Text Book/ others	Publication House	No of Co-authors	Name of Co-authors

Note :- Attach a separate sheet of books wherever necessary in prescribed format.

20. Mention Membership of committee:-

- (a) Approval Committee of AICTE/UGC/University/other
- (b) Accreditation Committee of NBA/NAAC/other
- (c) Vigilance Committee of AICTE/UGC/University/other
- (d) Selection Committee as Member/Chairman
- (e) Any other high-level Committee (Mention details) (Separate sheet may be enclosed)

21. Administrative & communicative services (e.g. Dean/Vice-Principal/Principal/Hostel Warden/HOD/PIC/ Chairman BoS or Examination Committee/Self Development programme for community services)

S. No	From	To	Position held	Responsibilities

22. Any Other Achievement:-

S. No.	Particular	Encl No.

23. Are there are any criminal or civil cases pending against you in any court of law in India or abroad or have you ever been convicted by any Civil/Criminal court in India or abroad : YES/NO

[In case of Yes copies of relevant documents and rulings in favour or disfavor may be attached for reference]

24. Is/are there any Departmental enquiry(ies) and/or preliminary enquiry(ies) pending against you and/or you have been penalized resultant to any Departmental enquiry(ies) : YES/NO

[In case of Yes copies of relevant documents and rulings in favour or disfavor may be attached for reference]

25. Name & Address of two persons (not related by blood or marriage) to whom confidential reference could be made:-

Note: They should be in a position to report the suitability of the position you are seeking now.

1	2
E-mail : Mobile No. :	E-mail : Mobile No. :

26. State clearly how you deserve for the post of Principal/Director in respect of qualification, experience and other requirement of this advertisement (Max. 250 words, use separate sheet)

DECLARATION

I declare that the entries made in this form S. No. (1) to (26) are true and correct to the best of my knowledge and belief.

Date :- _____

Place : _____

(Signature of the Candidate)

Summary of Encl:-

S.No.	Proof of essential Qualification	Enclosures	
		From	To
1	Bachelor's, Master's and Ph.D. Degree certificates in the relevant branch.		
2	Notification/proof of successful Ph.D. Guided as supervisor/Co-supervisor (at least two)		
3	Provide a separate list of 08 research publications in SCI journals/UGC/AICTE approved journals, mentioning complete details about the publications and also the copy of 1 st page of each of the publication.		
4	Certificate of Minimum 15 years of experience in teaching/research/industry, as per para 2.25 of AICTE notification New Delhi 1 st March 2019. [Provide Appointment letter with pay scale & designation, relieving letter (wherever applicable),and experience certificate for each appointment]		
5	Appointment letter and experience certificate of 03 years Service as Professor or equivalent post. [Provide Appointment letter with pay scale & designation, relieving letter (wherever applicable),and experience certificate for each appointment]		
6	Number of book published Text Book		
7	Administrative & communicative services experience		
8	Any Other Achievement		

I _____ have fully gone through the application form for the post of _____ I have attached all the essential documents for qualification as per AICTE Notification dated 01st March 2019.

I understand that, if any of the essential documents/conditions are not found in order, my candidature for the post may be rejected.

(Signature of the Candidate)

NO OBJECTION CERTIFICATE

Ref. No. -----

Dated -----

Certified that Mr/Mrs/Ms/Dr ----- is working as ----
----- in the Deptt of ----- at -----
----- (Name of the Institution) as regular/permanent/temporary employee since -----
----- Institution has no objection in forwarding his/her application for the post of -----
----- at RJIT, Tekanpur. If selected, he/she will be relieved as per norms.

Signature & Seal of the Head of the Institution