

**Bishop Chulaparambil Memorial College**  
**(B.C.M. College)**  
**Kottayam -686 001**

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Affiliated to Mahatma Gandhi University, Kottayam

Managed by Archeparchy of Kottayam

Passport

**APPLICATION FOR THE POST OF PRINCIPAL**

Discipline of Teaching :

1.	Name of the Candidate in Block letters [ as in SSLC Certificate]								
2.	Sex [Put tick ✓ against the appropriate one]	Male		Female		Third Gender			
3.	Date of Birth	D	D	M	M	Y	Y	Y	Y
4.	Age as on 1 <sup>st</sup> January, 2024			Years			Months		
5.	Place of Birth								
6.	Category of Applicant [Put tick ✓ against the appropriate one]	SC		ST		OBC			
		OEC		General		Others			
7.	Religion								
8.	Community								
9.	If Knanaya Catholic, please specify Parish								
10.	Physical Disabilities if any [Put tick ✓ against the appropriate one]	Yes		No					
11.	If Yes, details of Physical disabilities[Attach copy of Certificate from Medical Board]								
12.	Permanent Address with PIN								
13.	Contact Address with PIN (If Different from above)								
14.	EMAIL								
15.	Mobile Number								
16.	Alternate Contact number								
17.	Whatsapp Number								

18.	Marital Status	Single		Married	
		Separated		Divorced	
19.	Languages Known				
20.	If Married,				
	i. Name of the Spouse				
	ii. Education of the Spouse				
	iii. Occupation of Spouse				
	iv. If Employed, Organization/Institution:				

19. Parents Details:

	Name	Education	Occupation	Remarks
<b>Father</b>				
<b>Mother</b>				

20. Educational Qualification (Enclose Self Attested Copies of Certificates)

Qualification	Institution	Board/ University	Subject(s)	Year of Passing	No. of Attempts	Class	CGPA/% of Marks
SSLC/10th							
HSEor Equivalent							
Graduation							
PG							
M Phil							
Ph.D							
Others, if any :							

21. Details of qualifying National Eligibility Test

i. Have you qualified for Lectureship in the National Eligibility Test conducted by UGC-CSIR	Yes		No	
ii. If Yes, Month and Year of exam				
iii. Qualified for JRF				
iv. Did you avail JRF				

22. Details of Ph.D

i. Have you obtained Ph.D degree :	Yes		No	
ii. If yes, month and year of awarding				
iii. University and faculty				
iv. Title of the thesis				
v. Date of Ph.D Registration				
Yes	No			
v. Is your Ph.D in accordance with UGC regulations 2011				

23. Details of Post Doctoral Research

Institution/Organization	
Duration	
Supported by Fellowship	

24. Experience in consultancy work: Yes/No

If yes,

Title of Consultancy	Agency/Instittuion	Nature(Paid/Honorary)	Copy of Agreement

25. Patents/Copy Right registered either international or national, if any: Yes/No

Title of Patent	Registering Agency	Reg No and Year

26. Employment History (Beginning with the Latest) (Kindly attach NOC from the current employer)

Organization	Designation	Full Time/ Part Tme	Paid/ Honorary	If paid,scale of pay	Period	Name & ph. no.of employes


26. Total Teaching Experience in Colleges/Universities :----- Years Months

27. Total Research Experience excluding period spent for M Phil & PhD Years  
----- Months

28. Details of ICT Enabled Teaching

i. Details of participation in ICT based workshops

ii. Name of the LMS you are familiar with:

iii. List of ICT tools or websites you are familiar with:

29. Number of Research Publications (Enclose Copies): Detailed list of Publications should be attached along with application form as Annexure

Research Papers in Journals in UGC CARE List			Proceedings with ISBN/ISSN	Chapters in Edited Books
International	National	Regional		
Research Papers in Journals in other Refereed Journals			Books with ISBN/ISSN	Others
International	National	Regional		

30. Details of administrative responsibilities you held (May use separate sheet if needed)

31. Briefly explain any two significant contribution you made in your current institution

32. Deatils of Three Refrences

	Reference 1	Reference 2	Reference 3
Name			
Designation			
Address			
Email			
Mobile Number			

**Undertaking**

I hereby declare that the information provided above is true to the best of my knowledge and belief. I also understand that any discrepancy or misleading information will result in the rejection of my application. I undertake that in the event of any information being found false, incomplete or incorrect, I alone will be responsible and my candidature is liable to be cancelled and my appointment can be terminated. Also I hereby undertake to abide by the rules and regulations of UGC/Government/ University and the College and follow the Code of Ethics of the college.

Place:  
Date:

Signature of the applicant  
Name of the Applicant

List of Enclosures[Put tick mark against enclosed ones]

1.	Copy of Certficate to prove age and date of birth	
2.	Copy of Academic Certificates	
	i. SSLC/ Equivalent	
	ii. Plus 2/Equivalent	
	iii. Graduation- Marklist	
	iv. Graduation - Certificate	
	v. Post Graduation – Marklist	
	vi. Post Graduation – Certifcate	
	vii. M Phil Certificate	

3.	Rank Certificates for Graduation/PG	
4.	Copy of Ph.D Certificate	
5.	Copy of Certificate of Eligibility for Lectureship	
6.	Copy of Certificate of the award of JRF	
7.	Copy of Certificate(s) of award of Post Doctoral Fellowships	
8.	Testimonial from Parish Priest (In case of Catholic Applicants)	
9.	List of Publications	
10.	Copies of Publications	
11.	Copy of certificate of Physical Disability	
12.	Copy of Teaching experience Certificates	
13.	Proof of paper presentations	
14.	Proof of Consultancy work	
15.	Proof of Patents filed and Received	
16.	Proof of Competence in ICT enabled teaching	
17.	Proof of e-content developed	
18.	Proof of Particiapation in Pedagogy based seminars and activities	
19.	Eligibility certificate from Mahatma Gandhi University, in case of applicants who have passed their qualifying examinations from Universities other than Mahatma Gandhi University	
20.	NOC from the current employer if you are currently employed	