



# VIDYASAGAR UNIVERSITY

P.O. : Vidyasagar University, Midnapore - 721 102, Dist.: Paschim Medinipur,  
West Bengal, INDIA.

Date: 09.04.2025

## NOTIFICATION

This is to notify for general information of all concerned that **the Vidyasagar University invites applications from the eligible and willing Professor and Associate Professor of Vidyasagar University and also from the affiliated colleges under Vidyasagar University for appointment of Part-time NSS Co-ordinator of Vidyasagar University.** Interested teachers are requested to apply on prescribed format enclosed herewith and submit the same to the office of the Registrar **within 25.04.2025.** Selected incumbent will have to perform the duties as Part-time Co-ordinator of the NSS in addition to his / her normal duties. The appointment process will be made following the NSS Manual, 2006.

All concerned are being informed accordingly.

This is issued with the approval of the competent authority.


sd/-  
Registrar

Memo No. : VU/R/Noti./516/2025 dated 09.04.2025

Copy forwarded for information and necessary action to to:

1. The Regional Director, Regional Directorate of NSS, Kolkata
2. Office of the Deans,
3. All HOD's of all Academic Departments - with a request to circulate the notification among all teachers.
4. The Inspector of Colleges with a request to circulate the Notification among all affiliated colleges,
5. The Senior Information Scientist for wide circulation on the University website,
6. The Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor,
7. The Office Supdt., Registrar's office,
8. The Establishment section,
9. Guard File



  
(Dr. J. K. Nandi)  
Registrar  
Registrar,  
Vidyasagar University  
Midnapore-721102



**Vidyasagar University**  
**Application Form**

(For the post of Part-time NSS Co-ordinator)

Recent  
Passport size  
photograph of  
the candidate

1. Post Applied for ..... Dept.....
2. Notification No. with Date.....
3. Name of the Applicant in full .....  
(BLOCK Letters) (First) (Middle) (Last)
4. Date of birth (DD/MM/YYYY) .....
5. Nationality .....
6. Current Position held ..... Since.....
7. Contact details
  - (i) Address
    - (a) Permanent .....
    - .....
    - .....
  - (b) Address for Communication .....
  - .....
  - .....
- (ii) Email .....
- (iii) Phone (Mobile).....Resi./Office.....
8. Sex (Please tick) Male / Female / Other (Please specify) .....
9. Category
 

GEN	SC	ST	OBC-A	OBC-B	EC	Minority	PWD/PC

 (Please tick)
10. Father's Name / Mother's Maiden Name .....
11. Applicant's mother tongue .....

12. Other languages the applicant can speak/write/read fluently:

.....

13. Academic Records (starting from 10<sup>th</sup> standard)

Examination / Degree	Board / Council / University / other examining body	Duration of the course	Year of passing	Division / Class with % of marks	Subjects / Discipline*

\* State the name of the degree (such as BA/BSc/B.Tech, MA/MSc/M.tech etc.), Honours /major subject in case of graduation and subject/discipline and area of specialization in case of post-graduation and for higher degrees obtained

14. Research degree awarded (Ph.D./D.Sc./D.Litt. etc.) :

Degree	Title of Research	University	Duration of Programme	Degree obtained/Thesis submitted in the Year
M.Phil/ M.Tech.				
Ph.D.				

15. Whether Ph.D. is done under the UGC 2009 Regulation (Y/N):

Those who have done Ph. D. outside India, whether a Ph.D. course work was attended (Y/N):

16. Research Experience:

(a) Topic of research:

(b) Place of research:

(c) Number of years:

17. Teaching Experience:

(a) Under-graduate Level: College/Univ./Institute/No. of Years/Pass/Hons.:



(b) Post-graduate Level: Name of the Univ./Institute.

18. Administrative/Professional Experience: (State briefly the nature of work with number of years):

19. Employment records:

Name of the Employer	Post held	Duration		Scale of Pay	Present Basic Pay (with AGP)	Remarks, in any, indicating reason for leaving any post
		From	To			

20. Research Activity (documents to be produced)

a) Prestigious Honours and Awards received with name of awarding agency/government and year

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(should be recognized by the international agencies or the departments/ agencies of national/state governments; documents to be attached)

b) Post Doctoral Fellowship of at least 2 months duration received and availed of:

Name of the Fellowship	Funding Agency/Institute	Host Institution	Period

c) Research projects carried out/ongoing funded by government funding agencies/industries or organization of National and International repute (*state whether Principal or Co Investigator*)

Title of the Project	Funding Agency/Institute	Period	Completed/ ongoing	Amount

(Use additional sheet if necessary)

d) Consultancy projects carried out/ongoing (*state whether Principal or Co Consultant*)

Title of the Project	Funding Agency/Institute	Period	Completed/ ongoing	Amount

(Use additional sheet if necessary.)

e) Number and details of Patents/Technology Transfer: .....

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... (List details with year in an additional sheet; documents to be attached)

f) Number of Policy documents for Government Bodies at Central & State level .....

(list details with year in an additional sheet; documents to be attached)

g) Research Supervision:

- Number of Ph.D. thesis *awarded*

Sole supervision.....Joint supervision.....

(Details of name of student, title of thesis, year etc. should be given in an additional sheet)

- Number of Ph.D. thesis *submitted* Sole supervision.....Joint supervision  
..... (Details of name of student, title of thesis, year etc. should be given in an additional sheet)

h) Training courses/ workshop/Refresher Course attended/organized

Title of the Course	Nature of the course (workshop/ Refreshers	Sponsoring/ Funding Agency	Duration of the Course (State also whether attended or	Host / Organizing Institute

i) Number of Papers presented in conferences/seminar etc. (by self or by co-authors)

- International .....
- National/State level.....

(NB: 1. list details with title of the paper, year and host institution in an additional sheet

2. If a paper presented in a conference/seminar is published in the form of Proceedings or Edited Volume, it should be listed **only** under Publications below.)

j) Number of Invited lectures (including Refresher Courses, Training Courses, Orientation Programme)

- International .....
- National/State level.....

(list details with title of the paper, year and host institution in an additional sheet)

k) Evidence of serving on academic bodies within own institution or outside

Academic Body	Institution	Position/Nature of assignment	Period/years



21. Publications (details of all publications should be listed in additional sheets with copies of first/Title page, otherwise no credit shall be given to the numbers stated below)

a) Journal Publications:

(i) Number of papers in Refereed Journal:

- Sole author.....
- co-authored: Two/more co-authored papers .....

(ii) Number of papers in recognized and reputed Journals

- Sole author.....
- co-authored: Two/more co-authored papers.....

b) Books/Monographs

(i) Number of Monographs published by International Publishers with an established peer review system

- Sole author.....
- co-authored: (state number of co-authors) .....

(ii) Number of Monographs published by national level Publishers with ISBN/ISSN numbers

- Sole author.....
- co-authored: (state number of co-authors) .....

(iii) Number of Reference Books/Textbooks published by International Publishers with an established peer review system

- Sole author.....
- co-authored (state number of co-authors) .....

(c) Number of Reference Books/Textbooks published by national level Publishers with ISBN/ISSN numbers

- Sole author.....
- co-authored (state number of co-authors) .....

(d) Number of Chapters contributed in Edited Volumes published by

(i) International publishers:

- Sole author.....
- Co-authored: Two/more co-authored papers.....

(ii) National level publishers:

- Sole author.....
- Co-authored: Two/more co-authored papers.....

(e) Number of Translation work (for Social Sciences/Humanities/Arts) State

whether book length or a short piece of work

- Sole author.....
- co-authored (state number of co-authors) .....

(f) Number of Annotated Editing of Texts/Literary works published by publishers with ISSN/ISBN

numbers (for Social Sciences/Humanities/Arts)

- Sole author.....
- co-authored (state number of co-authors) .....

(g) Number of Editing of Volumes published by publishers with ISSN/ISBN numbers

- Sole author.....
- co-authored (state number of co-authors) .....

(h) Number of Full paper in Conference Proceedings

- Sole author.....
- co-authored (state number of co-authors) .....

22. Particulars of extracurricular activities, if any

23. Name and contact details of two referees

Name	Profession/Position	Institutional Affiliation	Address and Contact

24. Honorarium will be paid according to the NSS Manual, 2006

25. Additional Remarks (such as member of the Editorial Board of reputed Journals), if any



## Declaration

I declare that the entries made in this form are true to the best of my knowledge and belief

Date.....

.....

Place.....

Signature of the Applicant

N.B. (i) *Papers and documents submitted with the application will not be returned.*

(ii) *Separate sheet(s) must be attached wherever applicable and necessary.*

(iii) *One original and seven photocopies of the duly filled-in application forms are to be submitted. All enclosures including self-attested copies of testimonials are to be submitted along with the first copy.*

(iv) *Canvassing in any mode will cancel the candidature.*