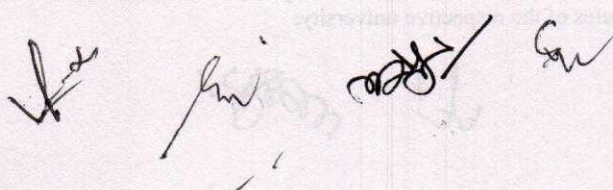


**Instructions and terms and conditions for filling the online application form  
for recruitment of teachers at the MDS University Ajmer**

1. The prescribed Application Form, qualifications, eligibility conditions, and scoring norms as prescribed by University/UGC are available on the University websites [www.mdsuajmer.ac.in](http://www.mdsuajmer.ac.in). & [www.mdsuexam.org](http://www.mdsuexam.org) from.....
2. Candidates are required to submit their online applications at the latest by.....
3. Candidates must attach all required/supporting documents with a hard copy of online filled application form with self attestation of all attached documents along with receipt of online payment of **Rs. 500/- (as processing fee) for the post of Assistant Professor and Rs. 600/- for Associate Professor.**
4. The post wise processing fee for SC/ST candidates will be half of what has been mentioned at point 3 above.
5. For Associate Professor, the candidate must upload to the application form a) his/her at least 7 best publications in full alongwith pages showing all necessary information that is being claimed by the candidate for research score (for example: ISSN/ISBN No of the journal, listing in the UGC list of journals, peer reviewed journal, Thompson Reuter Impact Factor of the journal, etc.) and b) For the rest of the publications, the first page of the published article alongwith pages showing all necessary information that is being claimed by the candidate for research score. However, all publications claimed in the application form must be shown in full at the time of interview.  
For Assistant Professor, the candidate may upload full published papers to the application form and must show all publications claimed in the application form in full at the time of interview.
6. A hard copy of duly filled online Application Form along with all required documents must be submitted in a sealed envelope clearly marked on the top with **“Application for the post of ..... Subject .....”** and sent to **“The Registrar, MDS University Ajmer 305 009 (Rajasthan)”** on or before.....





7. Wherever asked enclosure no. for attachments as proof, it must be filled in as sequence no. of attachment to the application form.
8. The candidates who are already employed should apply through the proper channel. However, they may submit an advance copy to meet the deadline set for receiving the applications. The No Objection Certificate of the employer, if not produced at the time of application, then must be submitted compulsorily before or at the time of interview citing reference of application form no. and post applied for. Except NOC, no new/fresh additional document will be entertained. Persons who have attained the age of 60 years or above are not eligible to apply.
9. A candidate in employment must seek forwarding of the competent authority stating clearly that whether the job s/he is currently working on is mandated for teaching and/or research.
10. A candidate wishing to apply for more than one post should submit separate applications for each post.
11. For posts having experience as an essential requirement, the candidate will have to attach experience certificate and the copy of the appointment letter. The experience of the candidate will be calculated on the basis of the Rule No. 10 of the UGC Notification New Delhi, the 18th July, 2018 (The Gazette of India, Extraordinary Part III-Section 4 dated 18<sup>th</sup> July 2018: Page 94), which is:

**"10.0 Counting of Past Services for Direct Recruitment and Promotion under CAS**

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, should count for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
  - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be
  - (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university;

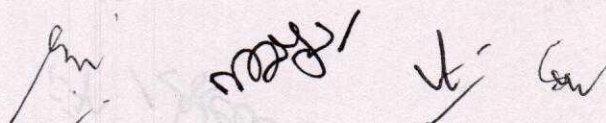


- (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and  
(g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause."

12. Experience and qualifications as on the last date of submission of application i.e., on ..... will be considered.
13. Candidates are required to submit self-attested photocopies of all relevant documents related to qualifications, experience etc. with Application Form, failing which their claims will not be entertained.
14. An application which is incomplete in any respect and/or the hard copy of application which is not accompanied by self-attested copies of the required documents, shall not be considered. No fresh documents/papers/enclosures can be submitted by the candidate after the last date of submission of application in hard copy, except NOC where applicable.
15. Candidates are advised to satisfy themselves before applying that they possess minimum essential qualifications as uploaded on website [www.mdsuexam.org](http://www.mdsuexam.org) as a separate file.
16. The qualifications, emoluments and conditions of service including age of superannuation and pension shall be applicable as prescribed by the Maharshi Dayanand Saraswati University, Ajmer/Government of Rajasthan from time to time.
17. The candidates possessing Grade Cards instead of Mark sheets will be required to bring formula for conversion from grade to percentage verified by the Registrar or competent authority of the University if not printed in the Grade sheet itself. (An attested copy of the page showing such formula must be attached with the Application Form).
18. The University shall verify the antecedents or documents submitted by a candidate at the time of interview, at the time of appointment and at any time during the tenure of service.
19. In case the information/documents are found to be false/incorrect by way of omission or commission, the responsibility and liability shall lie solely with the candidate and his/her candidature/services will be terminated without prejudice to any other action that may be initiated by the University following natural justice of being heard.
20. Reservations for the posts are as prescribed by the date of advertisement by the Department of Personnel, Government of Rajasthan.
21. Directions of the Department of Personnel, Government of Rajasthan restricting eligibility based on number of children the applicant has, are also applicable.



22. After the last date of submission of Application Forms in the University i.e. -----  
-- the forms will be scrutinized and list of eligible as well as not eligible candidates will be made available on University websites [www.mdsuajmer.ac.in](http://www.mdsuajmer.ac.in). & [www.mdsuexam.org](http://www.mdsuexam.org).
23. The number of shortlisted eligible candidates who may be called for interview for any post will be in the ratio of 10:1. The candidates not fulfilling the minimum qualification for the post shall not be called for interview.
24. If the number of candidates for one post of Assistant Professor is more than 10:1 then the candidates will be shortlisted as per the academic score as prescribed by the UGC for the purpose of calling for interview. However, the selection will be based on the performance in the interview only.
25. At the time of interview, the candidate must bring all original testimonial/certificates related to his/her age, qualification, publications, experience, NOC and category etc. In case the candidate fails to submit the original documents for verification of the certified/Xerox copies of the enclosure to his/her application, he or she shall not be allowed to appear at the interview and his/her candidature shall be treated as cancelled without any further communication in this regard.
26. The prescribed essential qualifications are the minimum required and the mere possession of the same does not entitle a candidate to be called for the interview.
27. Interview for the Selection of various teaching posts will be held either in Ajmer or in Jaipur.
28. Candidates are advised to visit the University website regularly for information related to recruitment/selection and for other relevant instructions, if any. No correspondence or personal inquiries will be entertained by the University regarding eligibility conditions, conduct and result of interview and reasons for not being called for interview.
29. The University reserves the right to draw up reserve panel/waiting list(s), which will be valid for 6 months from the date of approval of the competent authority.
30. The University reserves the right to take any additional appropriate step(s) to streamline the process of selection besides those stated in these Terms and Conditions.
31. No TA/DA shall be paid to the candidates for attending the interview.





32. Application fees once paid by the candidate shall not be refunded under any circumstances.
33. The University reserves the right to fill up or not to fill up and increase or decrease any post(s) mentioned in the advertisement.
34. In case of any dispute/ambiguity that may occur in the process of recruitment and selection, the decision of the University shall be final.
35. The selected candidates will be appointed on probation. The probation period and the amount of fixed remuneration to the probationer trainee will be as per the norms and directions of the Government of Rajasthan.
36. Any dispute shall be subject to the Ajmer jurisdiction.

*[Handwritten signatures and initials]*



**Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors**

S.N.	Academic Record		Score				Score to be filled by candidate	Verified Score	
1	Graduation		80% & above=15	60% to less than 80%=13	55% to less than 60%=10	45% to less than 55%=05			
2	Post-Graduation		80% & above=25	60% to less than 80%=23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60%=20				
3	M.Phil.	Max. 30	60% & above=07	55% to less than 60%=05					
4	Ph.D.		30						
5	NET with JRF		Max. 07	07					
	NET			05					
	SLET/SET	03							
6	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)		10						
7	Teaching/Post Doctoral Experience (2 marks for one year each) #		10						
8	Awards	Max. 03							
	International/National Level (Awards given by International Organisations/Government of India/Government of India recognised National Level Bodies)		03						
	State-Level (Awards given by State Government)		02						
	Total		100						

# However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note :

- (A) (i) M.Phil + Ph.D. Maximum-30 Marks  
(ii) JRF/NET/SET Maximum-07 Marks  
(iii) In awards category Maximum-03 Marks
- (B) Number of candidates to be called for interview shall be decided by the University.
- (C) Score for short listing shall be valid for appointments in M.D.S. University only.

*[Handwritten signatures and initials]*



### Criteria calculation of Academic/Research Score

(Assessment to be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences/Engineering/ Agriculture/Medical/Veterinary Sciences	Faculty of Languages/Humanities/ Arts/Social Sciences/Library/Education /Physical Education/Commerce/Management & other related disciplines
1	<b>Research Papers in Peer-Reviewed or UGC listed Journals</b>	08 per paper	10 per paper
2	<b>Publications (other than Research papers)</b>		
	<b>(a) Books authored which are published by ;</b>		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	<b>(b) Translation works in Indian and Foreign Languages by qualified faculties</b>		
	Chapter or Research paper	03	03
	Book	08	08
3	<b>Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula</b>		
	<b>(a) Development of Innovative pedagogy</b>	05	05
	<b>(b) Design of new curricula and courses</b>	02 per curricula/course	02 per curricula/course
	<b>(c) MOOCs</b>		
	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit)	08	08
	<b>(d) E-Content</b>		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/paper/e-book	10	10
	<b>(a) Research guidance</b>		
	Ph.D.	10 per degree awarded	10 per degree awarded
	M.Phil/P.G. dissertation	05 per thesis submitted	05 per thesis submitted
	<b>(b) Research Projects Completed</b>	02 per degree awarded	02 per degree awarded
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	<b>(c) Research Projects Ongoing :</b>		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	<b>(d) Consultancy</b>	03	03
5	<b>(a) Patents</b>		
	International	10	10
	National	07	07



	<b>(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)</b>	
	International	10
	National	07
	State	04
	<b>(c) Awards/Fellowship</b>	
	International	07
	National	05
6	<b>*Invited lectures/Resource Person/paper presentation in Seminars/Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)</b>	
	International (Abroad)	07
	International (within country)	05
	National	03
	State/University	02

**The Research score for research papers would be augmented as follows :**

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

- |      |  |   |           |
|------|--|---|-----------|
| i)   | Paper in refereed journals without impact factor | - | 5 Points  |
| ii)  | Paper with impact factor less than 1             | - | 10 Points |
| iii) | Paper with impact factor between 1 and 2         | - | 15 Points |
| iv)  | Paper with impact factor between 2 and 5         | - | 20 Points |
| v)   | Paper with impact factor between 5 and 10        | - | 25 Points |
| vi)  | Paper with impact factor > 10                    | - | 30 Points |
- (a) Two authors : 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

**Note:**

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- \*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

*[Handwritten signatures and initials]*



## MINIMUM QUALIFICATIONS FOR ASSOCIATE PROFESSOR AND ASSISTANT PROFESSOR

Eligibility norms will be as per the UGC notification in the Gazette of India dated 18<sup>th</sup> July 2018 titled **"UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018"**, UGC Notification (30.06.2023) published in the Gazette of India dated 4<sup>th</sup> July 2023 and its clarification by Public Notice dated 6<sup>th</sup> July 2023 **Clarification on UGC Regulations on Minimum Qualifications and for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education, 2018 and Amendments on it.**

*g.m.h.* *2023/* *4-7* *Gm*