

# **ANNAMALAI UNIVERSITY**

## **RAJAH MUTHIAH MEDICAL COLLEGE & Hospital**

### **Application Format for Promotion of Teaching Staff (In-service regular Faculty Members)**

Recent Passport size  
Photograph to be  
counter signed by  
Dean / Principal

( All supporting documents should be enclosed as annexure with page numbers in the serial order of the application proforma)

1.	Full Name	:		Token No.
2.	Father's Name	:		
3.	Date of Birth & Age in years (DD/MM/YYYY) (Proof to be enclosed)	:		
4.	Correspondence Address (Copy of Passport /Voter Card / Electricity Bill / Telephone Bill / Aadhar Card)	:		
5.	Permanent Address (Copy of Passport /Voter Card / Electricity Bill / Telephone Bill / Aadhar Card)	:		
6.	Phone No.	:	Mobile	Land Line with STD Code
7.	Email ID	:		
8.	Aadhar Card Details (Copy to be enclosed)	:		
9.	Present Designation (Copy of the Appointment Order to be enclosed)	:		
10.	Division	:		
11.	Date of Joining in the Present Position (Copy of the Joining Report to be enclosed)	:		
12.	Confirmed in the Present Position or Not, if Yes enclose the Copy of the Order	:		
13.	Pay Scale / Special Allowance, if any.	:		
14.	Administrative Experience / Additional Assignments, if any, (if yes proof to be enclosed)	:		

15. Qualification					
Qualification	College	University	Year	Registration No. with date	Name of the State Medical Council
MBBS					
MD/MS/DNB /PhD Subject : _____					

**Note:** Copy of the Degree (MBBS / PG / DNB / Ph.D / DM / M.Ch) Certificates and Registration and additional Qualification Registration certificate to be furnished. If the candidate has DNB Qualification, proof of Post DNB experience in a recognized PG Institution has to be enclosed.

16. Details of the teaching experience till date.					
Designation	Department	Name of Institution	From DD/MM/YY	To DD/MM/YY	Total Experience in years & months
Junior Resident					
Senior Resident					
Tutor					
Lecturer					
Reader					

**Note:**

1. Copies of the Experience Certificates / Appointment Order / Joining Report in each designation to be enclosed.
2. One year of teaching experience of Senior Resident is mandatory for consideration for the post of Lecturer / Assistant Professor and the candidate must be less than 40 years of age as on 20.07.2017.
3. Tutor / Resident working in Anesthesia and Radio-diagnosis must have 3 years' teaching experience in the respective departments in a recognized / permitted medical institute to be considered as Senior Resident.

17.	a. Training in “Basic Course Workshop” at MCI Regional Centre in MET or in your College under Regional Centre Observership?	:	Yes / No, if Yes give details.			
	b. Any other Training / Course if so, provide details with proof.	:				
18.	Number of Research Publication in Indexed Journals* (Copies of the reprints to be enclosed)	:	International Journals			
			National Journals			
			State / Institutional Journals			
19.	Scholarly Achievements	:	Books Authored / Co-authored			
			Editor in Chief			
			Editorships			
			Peer Reviewer			
			Others			
20.	Number of Conferences Attended (Proof to be enclosed)	:	National			
			International			
21.	Number of Papers Presented in the Conferences (Proof to be enclosed)	:	National			
			International			
22.	Number of Research Projects if any, (if yes provide details of Nature of Project, Funding Agency, Duration of Project and Amount of Grant with proof)	:	National			
			International			
23.	Honors / Awards / Fellowship for Outstanding Achievements	:	Name of the Award / Fellowship	Elected / Honorary	Awarded by	Year of Award
24.	Details of Referee	:	Name of the Referee	Post held by Referee	Phone & Mobile Number	Email

\* As per MCI norms available in the official website [www.mciindia.org](http://www.mciindia.org) under Teachers Eligibility Qualification 1998 related to Publication.

Note:

1. All the supporting documents should be copied / Xeroxed with clarity and self-attested.
2. Incomplete applications and application received beyond the last date/time will be rejected.

## **DECLARATION**

I, hereby declare that all the statements/ particulars made/furnished in this application are true and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application for candidature is liable to be summarily rejected at any stage and if I am already appointed, my services are liable to be terminated without any notice.

Place:

Date:

**Signature of the Applicant**