

**BHARATHIAR UNIVERSITY :: COIMBATORE – 641 046.**  
**STATE UNIVERSITY|RE-ACCREDITED WITH “A” GRADE BY NAAC**  
**Coimbatore – 641 046. Web.www.b-u.ac.in**

**No. Estt. E5/517/18884/2017 .**

Applications are invited for the post of **DIRECTOR,**  
**SCHOOL OF DISTANCE EDUCATION** on tenure basis.

**QUALIFICATIONS** : As prescribed by the UGC and Bharathiar University Act and Statutes .

**REVISED PAY** : As per the Primary Cadre.

**AGE** : Should have completed 50 years but not 55 years at the time of application for the initial recruitment.

The prescribed application with instructions can be had from the Registrar, Bharathiar University, Coimbatore 641 046 in person on requisition by paying **Rs.100/-** or by sending a request with a Demand Draft/Chalan for **Rs.150/-** from **11.09.2017**.

Application with Qualification, eligibility conditions and instructions etc., are also available in the University Website: [www.b-u.ac.in](http://www.b-u.ac.in). Candidates who have downloaded the application form from the University Website are requested to pay **Rs.100/-** in the form of Demand Draft / Challan towards the uploading cost. All candidates should pay **Registration fee of Rs.250/- for SC/ST candidates and Rs.500/- for others** in the form of Demand Draft drawn in favour of the Registrar, Bharathiar University, Coimbatore-46 or Bank of India Challan along with filled-in application.

**Last date of receipt of the filled in application along with Registration fee of Rs.250/- or Rs.500/- (as the case may be) is 28.09.2017.**

**Date : 06.09.2017**

**REGISTRAR i/c.**

**BHARATHIAR UNIVERSITY : COIMBATORE – 641 046**

**GENERAL INSTRUCTIONS TO THE CANDIDATES APPLYING FOR THE POST OF  
DIRECTOR, SCHOOL OF DISTANCE EDUCATION.**

**1. APPLICATIONS:**

- (i) Prescribed applications with other details can be had from the Registrar, Bharathiar University in person or by post from **11.09.2017** on requisition. For obtaining the applications by post, the candidates are requested to send the self-addressed stamped envelope (Size 25cm x 12 cm) to the value of Rs.41 /-). Prescribed application form with other details can also be down loaded from the University Website : [www.b-u.ac.in](http://www.b-u.ac.in).
- (ii) Filled in application together with Registration fee of **Rs.500/- (Rs.250/- for SC/ST)** in the form of a Demand Draft drawn in favour of the Registrar, Bharathiar University, Coimbatore should be sent on or before **28.09.2017**.
- (iii) Candidates are requested to fill the application in all respects.
- (iv) Eight copies of application shall be submitted to the Registrar, Bharathiar University, Coimbatore 641 046.

**2. TENURE:**

Three years, in the first instance of which the first year shall be on probation. Only on satisfactory completion of the probation, the incumbent will be continued for the rest of the term by the Syndicate.

**3. AGE :**

Should have completed **50** years but not **55** years at the time of application for the initial recruitment.

**4. SCALE OF PAY :**

As per the Primary Cadre.

**5. QUALIFICATIONS:**

- (i) A Master's Degree with atleast 55% of the marks or its equivalent grade of 6 in the UGC 7 point scale.
- (ii) At least 15 years of experience as Assistant Professor in the AGP of Rs.7000 and above or with 8 years of service in the AGP of Rs.8000 and above including as Associate Professor or its equivalent cadre along with experience in educational administration.  

**(or)**
- (iii) Comparable experience in research establishment and/or other institutions of higher education.  

**(or)**
- (iv) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.
- (v) Knowledge of Tamil to the extent of carrying official correspondence.

**NOTE :**

- (i) A relaxation of 5% will be provided from 55% to 50% of the marks at the Master's level for the SC/ST category.
- (ii) 'B' in the seven point scale with UGC letter grades O,A,B,C,D,E & F will be regarded as equivalent of 55% whenever the grading system is followed.
- (iii) A relaxation of 5% will be provided from 55% to 50% of the marks to the Ph.D. degree holders who have passed their Master Degree prior to 19<sup>th</sup> September 1991.

Other details are available in the application form. No column in the application is to be left blank since consideration is given for each of the particulars provided in these columns.

6. Application should be addressed to the Registrar (by designation only), Bharathiar University, Coimbatore – 641 046.

7. Filled in Applications (08 Copies) alongwith copies of the following required particulars should be submitted to the Registrar.

- (i) Proof of age with an attested copy of the first page of SSLC Book/Mark Statement/Birth Certificate
- (ii) Qualifications, degrees (with year / years of passing and University in which the degrees were taken);
- (iii) Other academic distinctions, publications, if any;
- (iv) Present occupation and salary with scale of pay;
- (v) Language with which the applicant is conversant together with copies of recent testimonials;
- (vi) Names of two persons to whom a reference can be made.

(Candidates are advised to Xerox the copy of application form. Self designed application formats will not be entertained)

8. Applications from candidates who are in service, should be sent through proper channel. If they anticipate any delay, they may sent 04 advance copies to the Registrar. However, their application will be considered and they will be called for interview only if their applications forwarded through proper channel are received in time. It shall be ensured that such applications are sent through proper channel well in advance before the date of interview.

9. Applicants should be prepared to come for an interview at Coimbatore at their own cost. Applicants who attempt to canvas or bring influences in any manner will be disqualified.
10. The selection procedure will be as per the UGC and Bharathiar University Act and Statutes.
11. The selected candidates will be required to join duty immediately and enter into an agreement with the University in accordance with the laws of the University on joining the post.
12. The last date for submission of filled-in application is **28.09.2017**. The applications received after the last date and applications with incomplete particulars will be summarily rejected.
13. Candidates in service are informed that pay protection in any manner will not be guaranteed on selection to the post concerned.
14. Enquires through telephone or in person will not be entertained.
15. The Syndicate reserves the right to fill or not to fillup the post without assigning any reason whatsoever.
16. **DATES TO BE REMEMBERED:**
  - a. Issuing of application from : **11.09.2017.**
  - b. Last date for the issuance of application : **28.09.2017.**
  - c. Last date for submission of filled in application : **28.09.2017.**

**REGISTRAR i/c.**



(c) Training undergone

(i) Academic :

(ii) Administrative :

(d) Information Technology & Management expertise gained

(i) Additional Exam. Passed/Qualifications obtained if any :

(ii) Membership in Expert Committees :

(e). Award/Prizes/Distinctions received (if any)

(i) For Academic contributions :

(ii) For administrative contributions :

(f) Membership or fellowship in Professional bodies :

8. Teaching, Learning and Evaluation related activities ( University / College Level ):

Sl.No.	Post held with name of the Institution	Temporary/ Permanent	Duration		Total no. of years
			From	To	

9. Administrative Experience (University / College level):

Sl.No.	Post held with name of the Institution indicate Temporary / Permanent	Nature of Assignment	Duration		Total no. of years
			From	To	

10. Co-curricular / Extension and Professional development related activities:

10.1 Student related co-curricular activities:

Sl.No.	Institution	Period	
		From	To

10.2 Contributions to Corporate / University life of the Department / College:

10.3 Professional Developmental Activities:

11. Research and Academic Contribution:

11.1 Research Papers:

11.2 Research Projects:

11.3 Research Guidance:

11.4 Training Courses, Conferences and Workshops:

12. Visits abroad: (evidences to be enclosed)

Sl.No.	Countries Visited	Purpose / Assignment	Duration	
			From	To

13. Workshops and Refresher programmes undergone in the area of Educational administration, Curriculum Development, Examination Reforms, e-governance & Office Automation: (evidence to be enclosed)

14. Mention your achievement in your present job (kindly indicate only those which are relevant to the post you applying for):

15. Have you been debarred or punished for adopting unfair means in your service or punished during your service any other charge? or filed any case against the University. If yes, please specify.

16. Are there any disciplinary proceedings initiated or pending against you in your places of services? If yes, please specify.

17. Names of the persons to whom reference can be made:

(1)	(2)

18. Any other information:

19. Address for communication:

**I DECLARE THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. NO DISCIPLINARY PROCEEDINGS IS PENDING AGAINST ME AND I UNDERTAKE THE RESPONSIBILITY FOR THE VERACITY OF ALL STATEMENTS MADE IN THIS APPLICATION.**

Place:

Date :

**SIGNATURE OF THE APPLICANT**

Forwarded with the remarks that this Institution/ Organization has 'No Objection' to the candidature being considered for the post applied for and also consent accorded on lien condition to relieve the applicant, if selected.

Place:

Date :

**SIGNATURE WITH OFFICE SEAL  
Designation / Address**

