



**Important Instructions regarding Appointment of
Vice-Chancellor in the Universities of Bihar**

1. The Vice-Chancellor to be appointed for 3 years.
2. The selection will be through proper identification of a Panel of 3-5 names by a Search Committee through a public notification.
3. **Desirable Qualifications and experience for the appointment to the post of Vice-Chancellor.**
 - (i) Five research publications in peer reviewed / referred international research journal after Ph.D. and or / Publication of quality books in the field of Science, Medical / Dental Science, Technology Management or any other relevant field, referred for study in higher education at the national / international level;
 - (ii) Execution of one major research project;
 - (iii) Experience in working with international bodies or international exposure through participation in workshops, seminars, conferences, held within or outside India; and
 - (iv) Experience of Organising events such as workshops, seminars, conferences, held within or outside India in the field of higher education.
4. It is reiterated that applicants must possess a minimum of ten years of experience as Professor in a University system or ten years of experience in an equivalent position, in a reputed research and / or academic administrative organization from the date of issuance of notification. Applicants are requested to upload a self attested copy of notification regarding this, along with their application form otherwise their candidature may be rejected.
5. Candidates must give their **Mobile No.** and **E-mail ID** at which communication addressed to them should be sent, so that they be informed to come for interaction with the Search Committee.
6. Above instructions are part of the Advertisement.

Instructions for Online Submission of Application Form for the post of VC or Pro-VC in Universities of Bihar.

9-Simple Steps to Apply Online:

Note: Click on each Step for Form Filling guideline

Step-1: New Registration and Login

(i) Register yourself, if visiting the site first time, by Clicking on New Registration and find your userID and Password by filling the required fields (**Please note, your Email ID is your user ID**). Please click on Register button to create your user-id and password for further login. Thereafter, you will find a confirmation message of your user id and password through Email/SMS. Click on Login Button

(ii) After Registration, you can login by using your user Id and password for filling up the online application form.

(iii) After completing Step-1, Candidate can complete the rest Steps any time before closing date and time.

Note: The Applicant should Apply separately or Register separately for respective Post, If he/she wishes to apply for more than one University.

Step-2: Enter General Information of Applicant and Present Position Present Position Detail.

Candidate must click on SAVE button before going to next Page.

Step-3: Enter Details of experience possessed as per eligibility criteria and details of Educational Qualification.

Candidate must click on SAVE button before going to next Page or Previous page.

Step-4: Enter different detail in chronological order from latest to oldest.

Candidate must click on SAVE button before going to next Page or Previous page.

(A) Academic/Teaching Experience& responsibilities (In chronological order from latest to oldest):

(B) Participation and Contribution in relevant areas in higher education:

(C) Involvement with formulation of academic programmes:

(D) Important MoU formulated for Academic collaborations:

(E) Position of Chairs:

Step-5: Enter Administrative Experience/Post(s) & Responsibilities and International exposure.

Candidate must click on SAVE button before going to next Page or Previous page.

Step-6: Scholarly achievements Detail.

Candidate must click on SAVE button before going to next Page or Previous page.

A. Contribution to Journals and Books:

B.I Publication: Kindly provide list of scholarly publications in recognised professional and/or academic journals:

B.II Publication: List of Articles in popular magazines or newspapers:

C.I Participation and scholarly presentations in conferences: National.

C.II Participation and scholarly presentations in conferences: International.

D. Participation and contribution in National/International Fora in the area of your academic and professional expertise:

Step-7: Enter Research Projects Detail, Consulting experience, Honours/Awards and Recognitions & Fellowships for Outstanding Work.

Candidate must click on SAVE button before going to next Page or Previous page.

Step-8: Enter Detail and upload the file, if available

Candidate must click on SAVE button before going to next Page or Previous page.

12. Number of Research Scholars successfully guided:

13. Write down your Strengths for the University

14. Write down Your Vision for the University

Step-9(Final): Enter reference detail, download the Identity Sheet and upload the filled up Identity Sheet, thereafter accept declaration.

Candidate must download, sign and upload Identity Sheet before going to Final Submit.

Candidate must Check all your filled information before going to Final Submit. You Can not do any editing after final submission, So must sure before final submit.