



THEAGARAYA CHETTY EDUCATIONAL INSTITUTIONS

SIR THEAGARAYA COLLEGE

**No.345/1047, T.H.Road, Oldwashermenpet,
Chennai – 600 021**

Instruction for Applicants

1. **Advertisement for the post of Principal is published in “Times of India” & “Dinamalar” on 19.06.15.**
2. **The last date for receiving filled in application is 06.07.15.**
3. **Guidelines & application form for applying for the post of Principal can be downloaded from website:sirtheagarayacollege.com from 19.06.15.**
4. **Salary as per the U.G.C. Norms.**
5. **A Master’s Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with latter grades O,A,B,C,D,E AND F:**
 - 5.1. **Ph.D. or equivalent published work.**
 - 5.2. **Minimum experience of 15 years of teaching / Research in Universities / Colleges and other institutions of higher education**
6. **No T.D. & D.A. will be paid for attending certificate verification and interview.**

APPLICATION FOR THE POST OF PRINCIPAL

Please fill in the Application carefully. Incomplete applications will be summarily rejected. Applications forms should be followed by Demand Draft of Rs.500/- SC / ST candidates and Rs.1,000/- for others should be drawn in favour of Theagaraya Chetty Educational Institutions Managing Committee, Chennai-600021, payable at Chennai. Filled in Application forms along with 9sets of Xerox copies of certificates and D.D. shall be submitted by post before 4.00p.m.on 06.07.2015, to “The Secretary, Sir Theagaraya College Committee, No.345/1047, T.H.Road, Old washermenpet Chennai – 600 021”. Sir Theagaraya College Committee has the right to entertain or reject any applications which is final.

D.D. Number.

D.D. Amount

Date.

1. Name (In Block Letters
with qualification) :

2. Present Post held and the
Scale of pay with allowance
and the institutions served :

3. Address to which communications are
to be sent Mobile No.& Landline No.
for contact :

4. Permanent Address :

5. Date of Birth and Age
(Attested Copy of the first page
of S.S.L.C. Book to be enclosed) :

6. Sex :
Nationality :
Religion :

7. Name of the Community
(Attested copy of certificate to
be enclosed)
(Specify the name of the community
in Block letters) :

8. Academic qualification
(enclosed attested copies from S.S.L.C.
till the recent qualifications obtained) :
UG/PG year wise/Semester wise/
Equivalent Grade Marks statement
required.

Sl. No.	Name of the Institution	Year	Degree	Major	Class	Marks/Grade	Rank

9. State Level Educational Test
of Govt. of TamilNadu or U.G.C. National Level Test
If so, particulars to be given
(Enclose Xerox copy of the
pass certificates) :

10. Research Activities

10.1.	Research activities (Full text of research papers should be enclosed along with application)	
10.2.	Presentation of Scientific Papers in National Forum	
10.3.	Presentation of Scientific Papers in International Forum	
10.4.	Books published along with evidence of the publisher through which book has been published	
10.5.	Scientific papers published in National & International Journals	

11. Professional Experience
(from the date of completion of the Course till the present position if any held) :

Enclosed Xerox copy duly attested

Sl. No.	Name of the Institution	Type Aided/ Self financing College (service certificate should be supported by competent authority)	Post held	Total no. of years served	Whether you have worked in approved post

12. Any other relevant information like:

Additional qualifications :
(Eg. In Computer Literacy, etc.,) :

Contribution such as Seminar, Paper presentation, Workshop etc., If any may be furnished. :
(Evidence should be attached)

.4.

13. Extension Activities :
NCC officer,
NSS Programme Officer
Senate Member,
Academic council Member,
P.G.Board Examination Member,
Board of Studies Member
(Evidence should be attached)

14. Special Achievements if any :

15. The application of the candidate shall be rejected if the candidate has been awarded any punishment by the Management concerned / By the Court of Law or any other competent authority / :
Any Disciplinary action pending /
A copy of the order of punishment to be attached to the Applications.

16. 9 sets of xerox copies of above Mentioned particulars and Certificate submitted : YES / NO

Place :

Date :

Signature of the Applicant

Sir Theagaraya College, Chennai – 21.

Direct Recruitment of Principal

Conditions for applying for the post of Principal by Direct Recruitment.

Evidence should be attached for all the data submitted in the application form

1. Qualification
 - a. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with latter grades O,A,B,C,D,E AND F:
2. Ph.D. or equivalent published work.
 - 2.1. Total experience of 15 years of teaching / Research in Universities / Colleges and other institutions of higher education.

Research Activities to be considered		
S.No.	Activity	Filled by the Candidate
1.	Research activities (Full text of research papers should be enclosed along with application)	
2.	Presentation of Scientific Papers in National Forum	
3.	Presentation of Scientific Papers in International Forum	
4.	Books published along with evidence of the publisher through which book has been published	
5.	Scientific papers published in National & International Journals	

Sir Theagaraya College, Chennai – 21.

Direct Recruitment of Principal

Conditions for applying for the post of Principal by Direct Recruitment.

Evidence should be attached for all the data submitted in the application form

1. Qualification
 - 1.1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with latter grades O,A,B,C,D,E AND F:
2. Ph.D. or equivalent published work.
 - 2.1. Total experience of 15 years of teaching / Research in Universities / Colleges and other institutions of higher education.
3. Research Activities to be considered
 - 3.1 Research activities (Full text of research papers should be enclosed along with application)
 - 3.2 Presentation of Scientific Papers in National Forum.
 - 3.3 Presentation of Scientific Papers in International Forum.
 - 3.4 Books published along with evidence of the publisher through which book has been published.
 - 3.5 Scientific papers published in National & International Journals.
4. Conducting of :-
 - 4.1. National Seminar
 - 4.2. National Symposia & Workshop
 - 4.3. International Seminar
5. Extension Activities
 - 5.1. N.C.C. officer
 - 5.2. N.S.S. trained programmed officer
 - 5.3. Senate member
 - 5.4. Academic council member
 - 5.5. Chairman P.G. Board Examination
 - 5.6. Board of studies member