



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR – 16C, DWARKA, NEW DELHI – 110 078
PERSONNEL BRANCH

F.No.GGSIPU/Pers./ROT/Medical/2021-22/053/2778

Dated the 28th July, 2021

CIRCULAR-I

Subject: Inviting applications from previously non recognized Teaching Specialists of Medical Colleges/Institutions affiliated to GGSIP University for recognition under Statute 18 of the First Statutes of GGSIP University Act No. 09 of 1998 and other applicable University Regulations.

The application are invited from previously non recognized Teaching Specialist of Medical Colleges/Institutions affiliated to GGSIP University for recognition, in the attached Form I-A, from,

- (i) All those working as regular Teaching Specialists in Medical Colleges/Institutions affiliated to GGSIP University, who have not been recognized as teachers by the University.
- (ii) All the candidates seeking recognition are required to apply afresh through their respective Head of the Institution (i.e. Principal/Dean/ Director/Medical Superintendent as the case may be). All candidates, who may have applied earlier, should apply afresh with all relevant documents.
- (iii) The dully filled applications in the prescribed proforma alongwith all the relevant documents, duly considered and forwarded by the Head of the Institution (i.e. Principal/Dean/ Director/Medical Superintendent as the case may be) of the affiliated Medical Colleges/ Institutions, shall be submitted in the University **latest by 30.08.2021 upto 3:00 P.M** at Personnel Branch, Room No. 115, Administrative Block, GGSIP University, Sector-16C, Dwarka, New Delhi-110078.

The University shall not entertain any direct application, from the candidate or application not duly considered and forwarded by the Head of the Institution (i.e. Principal/Dean/Director/ Medical Superintendent as the case may be) of the concerned Medical Colleges/Institutions.

Encl.

Copy of Application Form I-A

(Sushil Kumar)
Joint Registrar (Personnel)

Copy to:

1. Dean, USM&PMHS, GGSIP University.
2. AR,VC Secretariat for kind information to Hon'ble Vice Chancellor, GGSIP University
3. AR, Office of Registrar, GGSIP University.
4. Principal/Dean/Director/Medical Superintendent of concerned Medical Colleges /Institutions affiliated to GGSIP University.
5. In-charge, UITS for uploading on University web site

(Ajay Kumar)
Assistant Registrar(Personnel)



Guru Gobind Singh Indraprastha University
Sector-16c Dwarka, New Delhi-110078

Personnel Branch

Form I-A

Application form for those working as regular Teaching Specialists in Medical Colleges/Institutions affiliated to GGSIP University who have not been recognized as teacher by the university

Designation applied for: _____

Affix a recent passport size photograph of the employee duly signed by the Principal/Director/Dean of the College/Institute

1. (a) Name of Applicant: _____
- (b) Date of Birth and Age: _____
- (c) Recent passport size photo of the applicant validated by Dean/Principal/Director of the institution
- (d) *Date of appointment: _____ as _____
- (e) *Date of joining present institution/medical college: _____
as _____
- (f) *Date of transfer from other Institution, and if so, the position previously held _____

- (g) *Any break/discontinuity in service? If yes, from: _____ to _____
- (h) Present Designation: _____ since _____
- (i) Department: _____
- (j) Name of Medical College where currently working: _____
- (k) *Nature of appointment: Regular / Contractual / Ad-hoc _____
- (l) Contact Details:
Tel. (Office) _____
Tel. (Residence) _____
E-mail address _____
Mobile Number _____

2. Teaching designation applied for: Assistant Professor/ Associate Professor/ Professor (tick one)

* Please attach documentary proof for 1d, e, f, g, and k

3. Academic qualifications:

Qualification	College	University	Year
MBBS			
MD/MS/DNB/ Equivalent ()			
DM/M.Ch/Dr.NB/ Equivalent ()			

(Attach self-attested copies of MBBS/MD/MS/DM/M.Ch./DNB degrees)

4. If DNB, and not MD/MS, number of years of experience in 500 or more bedded hospital post DNB:

5. Details of the previous appointments/teaching experience

Designation	Department and Name of Institution	Type of appointment Regular/ Contractual/ Ad hoc	From DD/MM/YY	To DD/MM/YY	Total Experience in years & months	Recognition by any other University and if so, since when?
Senior Resident						
Assistant Professor						
Associate Professor						
Professor						
Director Professor						

(Attach self-attested copy of all documents)

6. Details of Research Publications

Only list those publications which are acceptable under the NMC regulations applicable on the date the works were published.

S. No.	Title of research paper	Type of paper: Original research/ Review/Case report/ Case Series/ Meta-analysis/Letter to Editor	Authorship First / second/ third and/or corresponding	Name of the journal and Name of the indexing database service with which it is indexed	If published, date of publication*	If accepted, date of acceptance*
1.						
2.						
3.						
4.						

*The same NMC publication regulations will apply which were applicable on the date of publication of the work (detailed under annexure).

** Please provide the reprints and photocopies of acceptance letters / all research publications stated above. Append two eligible publications if applying for associate professor; and four eligible publications on a cumulative basis if applying for professor, of which minimum of two publications must be published during the tenure of being associate professor.

Declaration by the Applicant

1. I, Dr. _____ am working as (current post) _____ in the Department of _____ at _____ Medical College and do hereby give an undertaking that I am a full-time teacher and working from _____ A.M. to _____ P.M. daily at this Institute /College.

2. I have provided complete details of my work experience and I have not concealed any information.

3. I hereby declare that each statement in the application form and the contents of declaration and the documents and certificates submitted by me are true and correct. If any statement given in this declaration form is found to be false or incorrect, it will constitute as gross misconduct on the applicant's part and render him/her liable to punitive disciplinary action.

Date:

Place:

Signature of the Applicant
with official stamp

Endorsement

1. This endorsement is a certification that the undersigned have satisfied themselves about the correctness and veracity of the facts submitted in the application and that the declarations given by the applicant are true and correct. The copies of the certificates/documents submitted by the candidate have been verified by comparing them with the original certificates/documents as existing on record and they have been found to be correct and authentic.
2. We also confirm that Dr. _____ is not practicing or carrying out any other activity during college working hours i.e. from _____ A.M. to _____ P.M. since the date he/she has joined the Institute.
3. In the event any declarations given by the applicant turn out to be incorrect or false, it is understood and accepted that the undersigned shall also be responsible for any such misdeclaration or misstatement besides the applicant.

Date:
Place:

Signature of the Head of Department
Official stamp

Signature of the Principal/Director
Official stamp

Enclosures

S. No.	Documents	Submitted
1	Recent passport size photo of the applicant, signed by Dean/Director/Principal of the College/Institute	Yes/No
2	Certified copies of appointment letter/present appointment order at present Institute/transfer order	Yes/No
3	Joining report at the present Institute (self-attested)	Yes/No
4	Copies of degree certificates of MBBS, PG, DM, M.Ch, DNB or equivalent degree (self-attested)	Yes/No
5	Copy of experience certificates for all teaching appointments held before joining present Institute (self-attested)	Yes/No
6	Relieving order from the previous Institution (self-attested)	Yes/No
7	List of publication and copies of published research papers (self-attested)	Yes/No

Signature of the applicant
Official stamp
Date:

Signature of the Head of Department
Official stamp
Date:

Signature of Principal/ Dean /Director
Official stamp
Date:

Please note: This Application Form will not be accepted and the applicant will not be considered for grant of recognition as a teacher if any of the above documents are not found attached with the application form.

Annexure

Summary of MCI/NMC Regulations applicable on Publications

Please note that the following MCI/NMC regulations effective on the date of publication will apply:

Regulations effective between 6th August 2012 and 4th August 2015

For upgrade to Associate Professor from Assistant Professor: At least Two Research Publications as 1st or corresponding author

For upgrade to Professor from Associate Professor: At least Four Research Publications as 1st or corresponding author

Regulations effective between 5th August 2015 and 4th June 2017

For upgrade to Associate Professor from Assistant Professor: At least Two Research Publications as First or Second author in Indexed Journals as detailed in the regulation (with at least two papers as Assistant Professor)

For upgrade to Professor from Associate Professor: At least Four Original Research articles/papers as First or Second author in Indexed Journals as detailed in the regulation (with at least two papers as Associate Professor)

Regulations effective between 5th June 2017 and 11th February 2020

For upgrade to Associate Professor from Assistant Professor: At least Two Research Publications as 1st or corresponding author in Indexed Journals (with at least two papers as Assistant Professor)

For upgrade to Professor from Associate Professor: At least Four Research Publications as 1st or corresponding author in Indexed Journals (with at least two papers as Associate Professor)

Regulations effective w.e.f. 12th February 2020

For upgrade to Associate Professor from Assistant Professor:

- (i) One Research publication (only original papers, meta-analysis, systematic reviews, and case series that are published in journals included in Medline, Pubmed Central, Citation index, Sciences Citation index, Expanded Embase, Scopus, Directory of Open access journals (DoAJ) will be considered). The author must be amongst the first three or should be the Corresponding author.
- (ii) Should have completed the Basic course in Medical Education Technology from Institution(s) designated by NMC/MCI.
- (iii) Should have completed the Basic course in biomedical research from Institution(s) designated by NMC/MCI.

For upgrade to Professor from Associate Professor:

- (i) Three Research publications (at least two as Associate Professor) (only original papers, meta-analysis, systematic reviews, and case series that are published in journals included in Medline, Pubmed Central, Citation index, Sciences Citation index, Expanded Embase, Scopus, Directory of Open access journals (DoAJ) will be considered). The author must be amongst the first three authors or should be the Corresponding author.
- (ii) Should have completed the Basic course in Medical Education Technology from Institution(s) designated by NMC/MCI.
- (iii) Should have completed the Basic course in biomedical research from Institution(s) designated by NMC/MCI.