



ENGINEERING COLLEGE DHOLPUR

(A Constituent College of Rajasthan Technical University Kota)

Near PG College, Railway Colony, Dholpur (Raj.)- 328001, www.ecd.ac.in contact: - 05642299344

APPLICATION FORM

(To be submitted at the time of Document Verification)

(For Empanelment of Guest Faculty)

Session 2026-2027

Applied for the post of : _____

Department/ Subject : _____

Application Fee Details : _____

PART –A: PERSONAL DETAILS

1.	Name of Candidate (in English) (In Capital Letters)											Paste Your Recent Passport Size Colored Photograph	
2.	Name of Candidate (In Hindi)												
3.	Father's Name												
4.	Mother's Name												
5.	Gender												
6.	Date of Birth(DD/MM/YYYY) and Age in Years as on last date of submission of Application Form												
7.	Category(Please Tick)	Gen.		OB C		MBC		SC		ST		EWS	
8.	Minority Community (Please Tick)	Yes		No		if Yes, then type of Minority							
9.	Person with Disabilites (PwD) (Please Tick)	Yes		No		if Yes, then type of PwD							
						Percentage of PwD							
10.	Marital Status (Please Tick)	Married				Unmarried							
11.	State of Domicile								Nationality				
12.	Permanent Address												
13.	Correspondence Address												
14.	Mobile Number												
15.	Email-Id												
16.	Recognized ID Proof No.												



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PART- B : ACADEMIC QUALIFICATIONS

S.NO	NAME OF EXAMINATION PASSED	YEAR OF EXAM PASSED	NAME OF THE BOARD/UNIVERSITY OR OTHER EXAMINING BODY	MARKS OBTAINED/ MAX. MARKS	% OR GRADE OF MARKS	CLASS/ DIVISION	SUBJECTS (MENTION DTINCTION, IF ANY)	ENCL. NO
1.	High School/ Secondary or Equivalent							
2.	Higher Sec/Sr.Sec./ Intermediate/ PUC Equivalent							
3.	Bachelor's Degree or Equivalent							
4.	Master's Degree or Equivalent							
5.	Any Other Degree / Diploma							
6.	M.Phil							
7.	Ph.D.							
8.	NET with JRF/ GATE							
9.	NET							
10.	SLET / SET							
11.	Awards: International / National / State							
12.	Any Other							



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DECLARATION

I solemnly declare that all the statements made by me in this application are true and correct to the best of my knowledge and belief. I further understand that in the event of any information furnished by me is found false or incorrect, my candidature as Guest faculty is liable to be terminated at any stage of empanelment without any prior notice.

I have read and understood all the relevant Information, terms and conditions, and I shall abide by the same as also any other ordinances, statutes, rules and regulations that may be made by the college hereafter. I also understand that it is a temporary arrangement on need basis and do not have any legal right for continuation and I shall not demand for any appointment letter.

It is also declared and certified that I have not been convicted by a court of Law for any offence which involves moral turpitude. No any criminal case is pending against me in any court of Law. I have not indulged in any of the acts of misconduct such as participating in gherao of any educational authority, whether academic or administrative, manhandling or abusing such authority or damaging any building or other property. I have not been found to have used unfair means in any examination and have not gravely misbehaved with a teacher or found to have tampered with or forged a marks-sheet, certificate or degree.

Place:

Date:

Signature of Applicant with Name



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Terms and Conditions

The Empanelment shall be subject to the terms and conditions given as below:

1. The empanelled guest faculty shall serve the college on an absolutely temporary basis up to 31.07.2025 or session completed whichever is earlier. The Empanelment of empanelled guest faculty shall stand terminated by efflux of time on the stipulated date (as decided by the university) and/or shall be co-terminus on the appointment of regular faculty or Assistant Teaching Associate whichever occurs first. The empanelment shall be deemed terminated accordingly w.e.f. 1.07.2026. No separate order would be needed to terminate the empanelment.
2. Notwithstanding what is stated above, in the event the institute for any reason whatsoever, fails to obtain accreditation and/ or grant under any government aided programme, your services would be liable to be terminated.
3. The empanelment of Guest faculty by the institute is a purely temporary arrangement and does not constitute any kind of employment or creation of teaching posts and/ or engagement on any post, existing of otherwise, by the institute.
4. The empanelment/ engagement as Additional Guest Faculty is on purely temporary basis and such guest faculty shall not be entitled for any other benefits of regular/ permanent employees. The guest faculty hereby undertakes not to make any such claim of permanency or regularization or extension of his in empanelment and/ or a claim to treat him/ her for being a regular employee consequent to this engagement.
5. The candidate shall have to submit and Undertaking and an Affidavit as per the prescribed format each on Rs. 500/- stamp paper duly notarized for the period as decided by institute from his/ her date of joining.
6. The selected candidates empanelled as guest faculty shall be engaged on purely temporary basis subject to his/ her satisfactory performance in whole period of academic and administrative assignments given during the empanelled period and does not constitute any employment with the institute.
7. In case performance of any empanelled guest faculty is found unsatisfactory, the contractual Empanelment shall be discontinued immediately without giving any notice.
8. The Guest faculty shall be entitled for Rs. 28850/- (Rupees Twenty Eight thousand eight hundred fifty) per month towards remuneration for the period. The said remuneration does not attract any dearness allowances or any other allowances or perks over above such specified remuneration.
9. The guest faculty shall be entitled towards reimbursement of pre-approved expenses incurred in the performance of his/her duties, upon submission and approval of written statement and receipts to institute.
10. The services of Guest faculty are not transferable to any other institute.
11. In addition to academic assignment, the guest faculty has to perform other duties and activities without and additional remuneration) assigned by Principal and Head of the Departments from time to time, as the case may be.
12. The Guest faculty shall devote his whole-time to the service of the Institute Department/ institute, engage, directly or indirectly, in any trade of business whatsoever, or in any private tuition



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or other work to which any emolument or honorarium is attached, but this prohibition shall not apply to work undertaken in connection with the examination of Institute Department / Institute or learned bodies or public service commission, or to any literary work or publication or radio talk or extension lectures, or with the permission of the Head of Institute, to any other academic work.

13. The rules and condition governing number of teaching days and work load shall be, as prescribed by the Institute Department/ Institute from time to time. Guest faculty shall attend the Institute on all working days as notified by Institute Department to accomplish task assigned.

14. In case of exigencies of work of Institute Department / Institute, the Guest faculty will have to attend office on weekly off/ holidays also which may be compensated by availing leave of absence by Guest faculty subject to the condition that the Guest faculty has rendered his services for minimum college hours on each such weekly off/ holidays with approval of Principal of the Institute in which such extra working day has been served for in weekly off/ holiday.

15. Guest faculty may avail leave of absence of and limited up as per norms decided by Institute Department / Institute during the Academic year. However, the Temporary faculty is obligated to take prior approval of HOD to whom the Guest Faculty is rendering his/ her services for availing such leave of absence for each day of absence the 1/30th monthly remuneration will be deducted from his/ her remuneration.

16. The Guest faculty shall be bound to act in conformity with Statutes, Ordinances, Regulations and rules of the Institute as well as a code of professional ethics as many be formulated by the AICTE/ Institute.

17. If any information/ document furnished or declaration/ undertaking given is found false/ incorrect including breach of undertaking so given as terms agreed hereto, the same shall be rendered him/ her liable towards criminal/ civil liability for such incorrect/ false/ perverse statement/ documents including termination of his/ her empanelment with immediate effect.

18. All services of guest faculty rendered by him/ her by virtue of empanelment does not create and Employer- Employee relationship between the guest faculty and Institute Department / Institute. The Guest faculty shall have no right to receive any employee benefits including but not limited to, health and accident insurance, life insurance, sick leave and/ or vacation etc. Guest faculty shall have to pay all taxes due in respect of the Remuneration and to indemnify the Institute Department / Institute in the event, the Institute Department / Institute is required to pay and such taxes on behalf of the guest faculty.

19. The Empanelled guest faculty warrants ensuring that there will be no infringement of any patent or design/ copy rights while being engaged for Institute Department/ Institute project and he shall be fully responsible for consequence/ any actions due to any such infringement.

20. The payment of taxes including the income tax will be the Sole responsibility of the guest faculty him/ herself. However Tax deduction at source will be effected against the payable remuneration at applicable rates as per the prevailing laws, rules and regulations.

21. The Guest faculty has to join his/ her duties on or before as decided by Institute failing which his/ her empanelment stands cancelled.

22. In case of any dispute the place of posting of the Guest faculty will be the jurisdiction.

23. It is needless to point out that the terms & conditions of the Service Agreement shall from part and parcel of **Empanelment'** engagement letter.



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24. The Guest faculty shall not be entitled for any kind of leave except Institute/ Gazzeted Holidays. I have read and understood all the terms and conditions given above and I agree to abide by the same.

Signature of Applicant.

Name:

Date:

Place:



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AFFIDAVIT /UNDERTAKING

I _____

S/o, D/o, W/o _____ Age _____

Resident of _____

Hereby, undertakes:

1. That the information given by me in my application form is true and correct.
2. That I have read and understood all the terms and conditions as applicable for the Guest Faculty purely on temporary basis which I have been empanelled and I will abide by the same.
3. That I understood that my empanelment as Guest faculty is absolutely on temporary basis and on remuneration basis as per the requirement of the concern department and does not constitute any kind of employment or creation teaching posts and/ or engagement of any post existing of otherwise by the Institute.
4. That I will not make any such claim of permanency of regularization of extension of this empanelment and/ or a claim to treat me for being a regular employee consequent to this engagement.
5. That I will not produce/ request any kind of document for the legal purpose against the said assignment.
6. That there is no vigilance case/ disciplinary proceeding/ or any other case/ critical case/ proceeding is/ her pending or contemplated against me as on date.

Place :.....

Signature :.....

Date :.....

Name : (.....)