

TANGAZA UNIVERSITY

COLLEGE

The Catholic University of Eastern Africa

APPLICATION FORM FOR FACULTY RANKING

Note:

The information provided will be used for appointment and other employment-related purposes in the Tangaza University College. It may be accessible to offices, committees or persons who will process appointment matters.

The completed application form, together with copies of academic credentials / professional qualifications, and abstracts of selected publications (if applicable), should be given to the Human Resource Office

Current Rank	Rank Applied for	Institute/ School/Department / Unit

I. Personal Particulars

Name in full (Surname first)		
Passport No. / I.D. Card No.	Date of Birth	
Correspondence Address		
Residential Address (if different from above)		
Telephone No. (Office)	(Mobile)	E-mail Address

II. Academic Qualifications / Awards / Distinctions (in chronological order, starting with the latest) *add rows as necessary*

From	To	Institution of Learning / College / University Attended (Please specify country)	Qualifications / Awards / Distinctions Obtained	Major Subject / Field of Study
Month / Year	Month / Year			

III. Professional Qualifications / Memberships (in chronological order, starting with the latest) *add rows as necessary*

Professional Body (Full Name)	Qualification / Membership Obtained	Channel of Award (e.g. exam., election)	Date of Award

IV. Working Experience (in chronological order, starting with the latest) *add rows as necessary*

•University teaching experience

From	To	Name and Address of Employer	Appointment Held (if part-time, please specify)	Nature of Work, Subject / Class Taught
Month / Year	Month / Year			

•Professional experience

From	To	Name and Address of Employer	Appointment Held (if part-time, please specify)	Nature of Work, Subject / Class Taught
Month / Year	Month / Year			

V. Dissertations/Theses/Projects supervised

•Masters Level

Thesis Title	Student Name	Institution	Year

•PhD Level

Thesis Title	Student Name	Institution	Year

VI. Major Research Work Undertaken (in chronological order, starting with the latest) *add rows as necessary*

Period	Name and Nature of Research	Published Work

VII. Publication List (in chronological order, starting with the latest) *add rows as necessary*

Please use a separate sheet for giving particulars of publication work (listing title, year and publisher / journal name). Please attach abstracts of publications if available.

•International Journals

Year of publication	Title of Article	Journal Title	Publisher

•Local Journals

Year of publication	Title of Article	Journal Title	Publisher

•Books

Year of publication	Title of Book	Publisher

•Book Chapters

Year of publication	Title of Chapter	Book Title	Publisher

VIII. Referees

Name	Position	Correspondence Address	E-mail Address/phone number
1.			
2.			
3.			

* Attach a letter of recommendation from the department

6. Applicants may use the following space to provide any other relevant information in support of your application

IX. Declaration

I declare that the information given above is correct and complete to the best of my knowledge and that the documents provided by me in connection with this application are true copies. I understand that if I knowingly supply false information or withhold any material information, Tangaza University College shall have the right to rescind any verbal / written offer of appointment and I shall render myself liable to dismissal if I am I have been appointed by the University.

Signature _____

Date _____