



उच्च शिक्षा निदेशालय, उत्तराखण्ड

हल्द्वानी (नैनीताल) पिन – 263139


राजकीय महाविद्यालयों हेतु कैरियर प्रोन्नति योजना (CAS) के आवेदनकर्ताओं के लिए सामान्य निर्देश

राजकीय महाविद्यालयों में कार्यरत एवं अर्हता पूर्ण करने वाले शिक्षकों से कैरियर प्रोन्नति योजना (CAS) (विश्वविद्यालयों एवं महाविद्यालयों में शिक्षकों और अन्य शैक्षिक कर्मचारियों की नियुक्ति हेतु न्यूनतम अर्हता तथा उच्चतर शिक्षा में मानकों के रखरखाव हेतु अन्य उपाय सम्बन्धी) विनियम, 2018 के अन्तर्गत निदेशालय द्वारा आवेदन आमंत्रित किये जाते हैं।

1. कैरियर प्रोन्नति योजना के अन्तर्गत प्रोन्नति के मानक एवं शर्तें यू0जी0सी0 विनियम 2018 तथा शासन द्वारा (यथा अंगीकृत) समय-समय पर जारी सम्बन्धित शासनादेशों के अनुसार रहेंगी।
2. शिक्षक आवेदन पत्र/प्रारूप भरने से पूर्व कैरियर प्रोन्नति योजना से सम्बन्धित प्रावधानों तथा श्रेणीवार आगणन/मूल्यांकन विधि का भली-भाँति अध्ययन कर लें और सम्बन्धित मानकों से आश्वस्त हो जाएं। शिक्षक यह भी सुनिश्चित कर लें कि वह कैरियर प्रोन्नति योजना से सम्बन्धित मानकों/शर्तों को पूर्ण करते हों।
3. यू0जी0सी0 की व्यवस्थान्तर्गत अर्हता तिथि से तीन माह पूर्व आवेदन किया जा सकता है अर्थात् दिनांक 05.04.2022 तक अर्हता प्राप्त कर रहे प्राध्यापक इस प्रक्रिया में आवेदन कर सकते हैं।।
4. यदि शिक्षक कैरियर प्रोन्नति योजना हेतु निर्धारित मूल्यांकन/अवधि पूर्ण करने पर आवेदन करता है व इसमें सफल हो जाता है तो प्रोन्नति की तिथि योग्यता पूर्ण करने की न्यूनतम अवधि की तिथि होगी। यदि शिक्षक प्रोन्नति के मानकों/शर्तों को बाद की किसी तिथि को पूर्ण करता है और कैरियर प्रोन्नति योजना की मूल्यांकन प्रक्रिया में सफल हो जाता है तो प्रोन्नति, अभ्यर्थी द्वारा मानकों को पूर्ण करने की तिथि से प्रभावी होगी।
5. कैरियर प्रोन्नति हेतु आवेदन कर रहे ऐसे शिक्षक जो विगत प्रक्रिया में असफल हुए हैं उनका पुनर्मूल्यांकन एक वर्ष के बाद ही किया जाएगा। जब ऐसे अभ्यर्थी बाद में किए गए मूल्यांकन में सफल हो जाते हैं तो उनकी प्रोन्नति अस्वीकृति की तिथि से एक वर्ष मानी जाएगी। ऐसे अभ्यर्थी अपनी मूल्यांकन अवधि को एक वर्ष आगे बढ़ाते हुए पुनः निर्धारित प्रारूप में समीक्षा अवधि के प्रत्येक वर्ष हेतु आवेदन पत्र पूरित करेंगे।
6. शिक्षक द्वारा आवेदन पत्र निर्धारित प्रारूप में समीक्षा अवधि के प्रत्येक वर्ष (शैक्षणिक वर्ष 01 जुलाई से 30 जून) के लिए पृथक-पृथक भरा जाय तथा सभी वर्षों के प्रारूपों को एक साथ बाइन्ड किया जायेगा। जिस तिथि को प्रोन्नत वेतनमान देय है, उससे पूर्व समाप्त शैक्षणिक वर्ष तक की सूचना सम्बन्धित वर्षों के लिए दी जाय। दृष्टान्त के रूप में यदि किसी प्राध्यापक को चयन वेतनमान 01.10.2020 को देय है, तो वह विगत पाँच वर्ष की ए0पी0आई0 2015-16 से 2019-20 तक प्रेषित करेगा।
7. आवेदनकर्ता यह सुनिश्चित कर लें कि आवेदन पत्र/प्रारूप के साथ केवल संगत (relevant) साक्ष्य/अभिलेख ही संलग्न किये गये हों। कैरियर प्रोन्नति योजना हेतु मूल्यांकन, संलग्न साक्ष्यों/अभिलेखों के आधार पर ही होगा, जिनका सत्यापन कराया जा सकता है। आवेदन पत्र/प्रारूप तथा तालिका I व II से सम्बन्धित साक्ष्यों को स्वप्रमाणित कर उचित स्थान पर संलग्न किया जाय तथा

संलग्नक संख्या अंकित की जाय। समस्त संलग्नकों की संख्या मुखपृष्ठ पर भी अंकित की जानी अनिवार्य है। अपूर्ण तथा उचित साक्ष्य रहित आवेदन पत्रों पर विचार करना सम्भव नहीं होगा।

8. अकादमिक निष्पादन (API) में निर्धारित गतिविधियों की ग्रेडिंग के उद्देश्य से शिक्षक के वार्षिक मूल्यांकन अवधि में से मातृत्व अवकाश, बाल्य देखभाल अवकाश, अध्ययन अवकाश, चिकित्सा अवकाश एवं प्रतिनियुक्ति की अवधि के सम्बन्ध में शासनादेश दिनांक 05.11.2020 (यू0जी0सी0 के पब्लिक नोटिस संख्या F.No..9-1/20109(PS)/(Misc.) दिनांक 05.09.2018) में उल्लिखित व्यवस्थायें लागू होंगी।
9. शिक्षक निर्धारित प्रारूप पर आवेदन पूर्ण कर 03 प्रतियों में सम्बन्धित प्राचार्यों को प्रस्तुत करेंगे। समस्त प्राचार्य अधिसूचित तिथि तक प्राप्त आवेदनों का मूल्यांकन/ग्रेडिंग करते हुए उच्च शिक्षा निदेशालय को 02 प्रतियाँ अग्रसारित करेंगे।


(निदेशक)

कॅरियर उन्नति योजना के अंतर्गत पदधारी और नव-नियुक्त सहायक आचार्य/ सह आचार्य/ आचार्यों की प्रोन्नति के चरण

एवं

राजकीय महाविद्यालय के शिक्षकों के लिए कॅरियर उन्नति योजना (सी0ए0एस0)

I. सहायक आचार्य (अकादमिक स्तर 10) से सहायक आचार्य (वरिष्ठ वेतनमान/ अकादमिक स्तर 11)

योग्यता :

ऐसे सहायक आचार्य जिन्होंने सेवा में चार वर्ष पूरे कर लिए हों और पीएचडी की उपाधि धारक हों अथवा सेवा में पांच वर्ष पूरे कर लिए हों और एम0फिल0/व्यावसायिक पाठ्यक्रमों में स्नातकोत्तर उपाधि धारक हों जैसे एलएलएम, एम. टेक, एम. वी. एससी, एम.डी. अथवा जो व्यावसायिक पाठ्यक्रमों में पीएचडी/ एम.फिल/ स्नातकोत्तर की उपाधि धारक नहीं हों और जिन्होंने सेवा में छह वर्ष पूरे कर लिए हों। (i). शिक्षण कार्यविधि पर 21 दिन की अवधि के एक प्रबोधन पाठ्यक्रम में भाग लिया हो; और

(ii) निम्नलिखित में से किसी एक कार्यक्रम में भाग लिया हो : एक पुनश्चर्या/ शोध कार्यविधि पाठ्यक्रम पूरा किया हो।

अथवा

निम्नलिखित में से किन्हीं दो कार्यक्रमों में भाग लिया हो : कार्यशाला, पाठ्यचर्या उन्नयन कार्यशाला, प्रशिक्षण शिक्षण- ज्ञान अर्जन- मूल्यांकन, प्रौद्योगिकी कार्यक्रम और कम से कम एक सप्ताह (5 दिन) की अवधि का संकाय विकास कार्यक्रम।

अथवा

मूल्यांकन अवधि के दौरान एक एमओओसी पाठ्यक्रम (ई- प्रमाणन के साथ) पूरा किया हो अथवा चार- चतुर्थांश में ई- विषयवस्तु का विकास/एमओओसी पाठ्यक्रम पूरा किया हो।

II. सहायक आचार्य (वरिष्ठ वेतनमान/अकादमिक स्तर 11) से सहायक आचार्य (वरिष्ठ ग्रेड/अकादमिक स्तर 12)

योग्यता:

1) ऐसे सहायक आचार्य जिन्होंने वेतनमान अकादमिक स्तर 11/ वरिष्ठ वेतनमान में पांच वर्ष की सेवा पूर्ण कर ली हो।

2) अकादमिक स्तर-11/ वरिष्ठ वेतनमान के पिछले पांच वर्षों के दौरान निम्नलिखित में से कोई दो किए हों: मूल्यांकन की अवधि के दौरान कम से कम दो सप्ताह (10 दिन) की अवधि (अथवा कम से कम दो सप्ताह (दस दिनों) की अवधि के प्रत्येक एकल पाठ्यक्रम/ कार्यक्रम के स्थान पर कम से कम एक सप्ताह (पांच दिन) की अवधि के दो पाठ्यक्रम पूर्ण किए हों) के पुनश्चर्या पाठ्यक्रम/ शोध कार्यविधि पाठ्यक्रम/ कार्यशालाओं/ पाठ्यचर्या उन्नयन कार्यशाला/ शिक्षण- ज्ञान अर्जन- मूल्यांकन/ प्रौद्योगिकी कार्यक्रम/ संकाय विकास कार्यक्रम/ पाठ्यक्रम पूर्ण किए हों; अथवा संगत विषय में ई- प्रमाणन सहित एमओओसी पाठ्यक्रम पूर्ण किया हो; एक पाठ्यक्रम के कम से कम 10 मॉड्यूल के 4 चतुर्थांश (कम से कम एक चतुर्थांश) में ई-विषयवस्तु के विकास में योगदान दिया हो/ एमओओसी पाठ्यक्रम संचालित करने में योगदान दिया हो।

III. सहायक आचार्य (चयन ग्रेड/ अकादमिक स्तर 12) से सह आचार्य (अकादमिक स्तर 13 क)

योग्यता:

- 1) ऐसे सहायक आचार्य जिन्होंने अकादमिक स्तर 12/ चयन ग्रेड में तीन वर्ष की सेवा पूर्ण की हो।
- 2) संगत/ संबद्ध/ संगत विषय में पीएच.डी की उपाधि प्राप्त की हो।
- 3) पिछले तीन वर्षों के दौरान निम्नलिखित में से कोई एक कार्यक्रम/ पाठ्यक्रम पूर्ण किए हों : मूल्यांकन की अवधि के दौरान कम से कम दो सप्ताह (10 दिन) की अवधि (अथवा कम से कम दो सप्ताह (दस दिनों) की अवधि के प्रत्येक एकल पाठ्यक्रम/कार्यक्रम के स्थान पर कम से कम एक सप्ताह (पांच दिन) की अवधि के दो पाठ्यक्रम पूर्ण किए हों) के पुनर्चर्चा पाठ्यक्रम/कार्यविधि कार्यशाला/ पाठ्यचर्या उन्नयन कार्यशाला/ शिक्षण- ज्ञान अर्जन- मूल्यांकन/ प्रौद्योगिकी कार्यक्रम/ संकाय विकास कार्यक्रम श्रेणी के कार्यक्रमों/ पाठ्यक्रमों में से कम से कम एक कार्यक्रम/ पाठ्यक्रम पूर्ण किया हो; अथवा संगत विषय में ई- प्रमाण सहित एमओओसी पाठ्यक्रम पूर्ण किया हो; एक पाठ्यक्रम के कम से कम 10 मॉड्यूल के 4 चतुर्थांश (कम से कम एक चतुर्थांश) में ई-विषयवस्तु के विकास में योगदान दिया हो/ एमओओसी पाठ्यक्रम संचालित करने में योगदान दिया हो।

IV- सह आचार्य (अकादमिक स्तर 13क) से आचार्य (अकादमिक स्तर 14)

योग्यता:

1. ऐसे सह आचार्य जिन्होंने अकादमिक स्तर 13क में सेवा के तीन वर्ष पूर्ण किए हों
2. संगत/ संबद्ध विषय में पीएच.डी की उपाधि प्राप्त की हो।
3. समकक्ष व्यक्ति समीक्षित (Peer Reviewed) अथवा विओओसी सूचीबद्ध जर्नलों में कम से कम 10 शोध प्रकाशन किए हों जिनमें से तीन शोध पत्र मूल्यांकन अवधि के दौरान प्रकाशित हुए हों।
4. परिशिष्ट- II तालिका 2 के अनुसार कम से कम 110 शोध अंक प्राप्त किए हों।

नोट: उपरोक्त में किसी भी प्रकार का संशय/विसंगति दृष्टिगत होने की दशा में यूजीसी विनियम 2018 तथा शासन द्वारा समय-समय पर जारी शासनादेशों का मूल पाठ ही मान्य होगा।


(निदेशक)

प्रोन्नत वेतनमान हेतु आवेदन पत्र का मुखपृष्ठ
(यू० जी० सी० विनियम, 2018 हेतु)

संलग्नक
संख्या

- | | | | | |
|-----|---|---|----------------|----------------------|
| 1. | आवेदित वेतनमान | — | | |
| 2. | वर्तमान महाविद्यालय का नाम | — | | |
| 3. | अभ्यर्थी का नाम | — | | |
| 4. | विषय | — | | |
| 5. | राजकीय सेवा में प्रथम अविरल नियुक्ति तिथि (पूर्वान्ह/अपरान्ह) | — | | <input type="text"/> |
| 6. | नियुक्ति का प्रकार | — | चयनित/विनियमित | <input type="text"/> |
| 7. | विनियमितीकरण की तिथि | — | | <input type="text"/> |
| 8. | क्या पूर्व में अन्यत्र सेवा की है | — | | <input type="text"/> |
| 9. | स्थायीकरण की तिथि | — | | <input type="text"/> |
| 10. | नियुक्ति के समय अर्हता/योग्यता | — | | |
| 11. | एम० फिल० उपाधि की तिथि | — | | <input type="text"/> |
| 12. | पी०एच०डी० उपाधि की तिथि | — | | <input type="text"/> |
| 13. | अभिविन्यास कार्यक्रम की तिथि | — | | <input type="text"/> |
| 14. | पुनश्चर्या कार्यक्रम की संख्या | — | | <input type="text"/> |
| 15. | अन्य प्रशिक्षण/कार्यशाला प्रतिभाग की संख्या | — | | <input type="text"/> |
| 16. | ML/CCL/Maternity/Study Leave/Extraordinary Leave/Deputation का विवरण (यदि हो) | — | | <input type="text"/> |
| 17. | वरिष्ठ वेतनमान की तिथि | — | | <input type="text"/> |
| 18. | चयन वेतनमान की तिथि | — | | <input type="text"/> |
| 19. | एसोसिएट वेतनमान की तिथि | — | | <input type="text"/> |
| 20. | आवेदित वेतनमान की तिथि (Due Date)– | — | | |
| 21. | आवेदित पद हेतु मूल्यांकन अवधि में शैक्षणिक/शोध क्रियाकलाप (टेबल- 2) का संक्षिप्त विवरण– | | | |

श्रेणी 1	श्रेणी 2	श्रेणी 3	श्रेणी 4	श्रेणी 5	श्रेणी 6	योग

हस्ताक्षर अभ्यर्थी

**ACADEMIC AND RESEARCH ACTIVITIES
(ONLY FOR PROFESSOR)**

Published Research Papers in Peer Reviewed or UGC listed Journals:

(Please enclose the documentary evidence for your claim)

S.N.	Year	Title with page Nos. and Vol. No.	Name of Journal	ISSN/ ISBN No.	Impact factor, if any.	Weather Peer Reviewed or UGC listed Journal	Authorship: Sole / First / Principal / Corresponding	No. of authors
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

हस्ताक्षर अभ्यर्थी



उत्तराखण्ड राज्य

उच्च शिक्षा निदेशालय, उत्तराखण्ड
हल्द्वानी (नैनीताल) पिन – 263139

**Application form (Format) for promotion under Career Advancement Scheme
(CAS) for teachers in Government Degree Colleges of Uttarakhand
(As per UGC Regulations 2018)**

SECTION I

1. Please select the level of promotion you are applying for:

S.N.	Promotion Level/s under CAS	Put ✓ mark
a	Assistant Professor (Academic Level 10) to Assistant Professor (Academic Level 11)	
b	Assistant Professor (Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)	
c	Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)	
d	Associate Professor (Academic Level 13A) to Professor (Academic Level 14)	

Paste your recent
passport size
photograph

2. Your subject:
3. Assessment period.....
4. Date of eligibility of promotion which you claim.....
5. Did you apply for CAS promotion for the same level in the past? Whether you were granted / not granted promotion and/or rejected

SECTION II

General Information and Academic Background

1.	Name (in Hindi):		
	(in English Block Letters):		
2.	College (of present posting):		
3.	a. Date of Birth:	b. Gender: Male/ Female	c. Category: SC/ST/OBC/GEN
4.	Father's Name :		
5.	Mother's Name :		
6.	Marital Status:	Married / Unmarried	

7.	Nationality:	
8.	Details of Service	Enclosure
	8.1 Date of appointment (order no. and date)	Order No-..... Date-..... Nature: Ad-hoc/Visiting/ Public Service Commission/Regularized First Date of joining Forenoon/ Afternoon
	8.2 Date of regularization (if applicable)	Date..... G.O. No. Date of joining Forenoon/ Afternoon
	8.3 Total length of regular service Years
	8.4 Present Designation:	
	8.5 Pay scale with Academic Level of pay in the Pay Matrix of the present post with date of promotion:	
	8.6 Date of grant of Senior Scale (AGP Rs 7000/=) (Level 11)	
	8.7 Date of grant of Selection Grade (AGP Rs 8000/=) (Level 12)	
	8.8 Date of grant of Associate Professor (AGP Rs 9000/=) (Level 13 A)	

9.	Address details
	Address for correspondence: (with PIN Code, Mobile no., e mail):
	Permanent Address: (with PIN Code, Mobile no., e mail):

10.	Academic Qualifications (Matriculation till Post-Graduation)					Enclosure
Examination	Name of the Board/ University	Year of passing	% Marks obtained	Div./ Grade	Subjects	
High School/ Matriculation						
Intermediate/+2						
Graduation						
Post Graduation						
Other Qualification/s						

11. Research Degree(s)

Degree	Subject	Title of Research	Date of Award	University	Enclosure
M.Phil.					
Ph.D./D.Phil.					
D.Sc./D.Lit.					

12. Qualifications obtained after joining the Department/ Present Service

Examination/Qualification	Name of the Institution	Year of passing	% of Marks obtained	Div./Grade	Subjects	Enclosure

13. Postings held during the Assessment Period:

Designation	Name of College	Name of the Principal	Date		Salary with Academic Level of Pay	Remarks
			From	To		

14. Post Doctoral Research experience (as Research Scientist, Research Associate etc.) (in years)

15. Field/s of specialization:

(a)

(b)

16. Orientation/ Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching- Learning-Evaluation/ Technology Programmes/ Faculty Development Programmes/MOOCs Courses attended by you (**entire service**):

Name of the Course/ Programme	Institution	Duration	Sponsoring Agency	Enclosure no.

17. Details of the paid leaves during assessment period: (Such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation availed)

S.N.	Type of Leave	Duration		Sanction order-no., date	Enclosure
		From	To		

18. Summary of Assessment Period:

S.N.	Year	Grading by the Principal as per Table 1 (Good/ Satisfactory/ Not satisfactory)			Total marks obtained as per Table -2 (S. No. 1 to 6)
		S. No. 1	S. No. 2	Overall Grading	
1					
2					
3					
4					
5					
6					

TABLE – 1

ASSESSMENT CRITERIA AND METHODOLOGY FOR COLLEGE TEACHERS

Note: Give separately for each year of the assessment period. Please see detailed instructions before filling up this section.

Assessment Year

1) Teaching (Number of classes taught / total classes assigned) x 100: (Classes taught includes sessions on tutorials, lab and other teaching related activities) *(Please enclose the documentary evidence for your claim)*

S. N.	Nature of Activity	Total classes assigned	Number of classes taught	Grading	Enclosure no.
	Theory Classes				
	Practical/ Lab Classes				
	Tutorials etc.				
Total					

2) Involvement in the University / College students related activities / research activities:

(Note: Number of activities can be within or across the broad categories of activities as given below)

a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. *(Please enclose the documentary evidence for your claim)*

S. N.	Nature of administrative responsibility with details	Duration	Enclosure no.
1			
2			
3			
4			
5			

b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. *(Please enclose the documentary evidence for your claim)*

S. N.	Nature of duty with details	Duration	Enclosure no.
1			
2			
3			
4			
5			

c) Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. *(Please enclose the documentary evidence for your claim)*

S. N.	Nature of Activity with details	Duration	Enclosure no.

d) Organising seminars/ conferences/ workshops, other college/ university activities. *(Please enclose the documentary evidence for your claim)*

S. N.	Name of Activity with details	Your role (Organising Secretary, Convener, Co-ordinator etc.)	Duration	Enclosure no.

e) Evidence of actively involved in guiding Ph. D. students.

S. N.	Number of Students	Thesis		Enclosure no.
		Submitted	Awarded	

f) Conducting minor or major research project sponsored by national or international agencies. *(Please enclose the documentary evidence for your claim)*

S. N.	Details of Project during the Year (with sanction letter no. and date)	Major/ Minor	Agency	Amount (Rs.)	Status	Enclosure no.

g) At least one single or joint publication in peer reviewed or UGC list of Journals.

S. N.	Title of Paper	Journal Name	ISSN	Volume No./Page/ Date	Status (Communicated/ Accepted/ Published)	Enclosure no.

Grading for Sl. No. 2 (a to g) {Please (✓) on grading claimed}					
Good		Satisfactory		Not satisfactory	

Grading Criteria –	
Sl. No. 1-	80% & above – Good , Below 80% but 70% & above- Satisfactory & Less than 70% - Not satisfactory .
Sl. No. 2-	Good - Involved in at least 3 activities, Satisfactory - 1-2 activities, Not-satisfactory - Not involved / undertaken any of the activities.
Note:	Number of activities can be within or across the broad categories of activities

Overall Grading –	
Good:	Good in teaching and satisfactory or good in activity at Sl.No.2. OR
Satisfactory:	Satisfactory in teaching and good or satisfactory in activity at Sl. No. 2.
Not Satisfactory:	If neither good nor satisfactory in overall grading
Note:	For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

TABLE – 2

ACADEMIC AND RESEARCH ACTIVITIES

1. Published Research Papers in Peer Reviewed or UGC listed Journals:

(Please enclose the documentary evidence for your claim)

S.N.	Year	Title with page Nos. and Vol. No.	Name of Journal	ISSN/ ISBN No.	Impact factor, if any.	Whether Peer Reviewed or UGC listed Journals	Authorship: Sole/First/Principal / Corresponding	No. of authors	Academic /Research Score claimed	Score verified by the Committee

2. Publications (other than Research Papers)

a) Books Authored / Editor of Book: *(Please enclose the documentary evidence for your claim)*

S.N	Title with page nos.	Level of Publisher (International / National)	Publisher & ISSN/ISBN No.	Authorship: Sole Author/Co-author/Editor	No. of authors	Academic/ Research Score claimed	Score verified by the Committee

b) Chapter in Edited Book: *(Please enclose the documentary evidence for your claim)*

S. N.	Chapter title with page nos.	Book title & Publisher	ISSN/ISBN No.	Authorship: Sole Author/Co-author/Editor	No. of authors	Academic/ Research Score claimed	Score verified by the Committee

c) Translation works in Indian and Foreign Languages by qualified faculties:

(Please enclose the documentary evidence for your claim)

S. N	Type of publication (Book/Chapter/ Research Paper)	Chapter/Research Paper title with page nos.	Book title & Publisher	ISSN/ ISBN No.	Authorship: Sole Author/Co-author/ Editor	No. of authors	Academic/Research Score claimed	Score verified by the Committee

3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula:

a) Development of Innovative pedagogy: *(Please enclose the documentary evidence for your claim)*

S.N	Brief description	Organization for which it was developed	Level: (PG/UG)	Academic/ Research Score claimed	Score verified by the Committee

b) Design of new curricula and courses: *(Please enclose the documentary evidence for your claim)*

S.N	Brief description	Organization for which it was developed	Level: (PG/UG)	Academic/ Research Score claimed	Score verified by the Committee

c) MOOCs: *(Please enclose the documentary evidence for your claim)*

S.N	Brief description	Organization for which it was developed	Level: (PG/UG)	Academic/ Research Score claimed	Score verified by the Committee
(i)	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 5 marks/credit) <i>(Please also specify the number of credit course)</i>				
(ii)	MOOCs (developed in 4 quadrant) per module/lecture				
(iii)	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)				
(iv)	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 2 marks/credit) <i>(Please also specify the number of credit course)</i>				

d) E-Content: *(Please enclose the documentary evidence for your claim)*

S. N.	Brief description	Organization for which it was developed	Level: (PG/UG)	Academic/ Research Score claimed	Score verified by the Committee
(i)	Development of e-Content in 4 quadrants for a complete course/e-book				
(ii)	e-Content (developed in 4 quadrants) per module				

(iii)	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)				
(iv)	Editor of e-content for complete course/paper/e-book				

4. a) Research Guidance as Supervisor or Co-Supervisor : *(Please enclose the documentary evidence for your claim)*

Research Degree/ Level	Number enrolled	No. of Thesis submitted with date of submission	No. of Degree awarded with date of award	Academic/Research Score claimed	Score verified by the Committee
Ph.D.					
M.Phil.					
P.G. Dissertation					

b) Research Project Completed: *(Please enclose the documentary evidence for your claim)*

S. N.	Title of Project	Funding Agency	Period	Amount of Grant (In Lac)	Academic/Research Score claimed	Score verified by the Committee

c) Research Project Ongoing: *(Please enclose the documentary evidence for your claim)*

S. N.	Title of Project	Funding Agency	Period	Amount of Grant (In Lac)	Academic/Research Score claimed	Score verified by the Committee

d) Consultancy: *(Please enclose the documentary evidence for your claim)*

S. N.	Title of Project	Funding Agency	Period	Amount mobilized with (In Lac)	Academic/Research Score claimed	Score verified by the Committee

5. a) Patents : *(Please enclose the documentary evidence for your claim)*

S. N.	Description of Patent with Patent Number	Level of Patent (International /National)	Status (Filed/ Approved)	Date of Filing/ Approval	Name of Patent Agency	Academic/ Research Score claimed	Score verified by the Committee

b). *Policy document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government) : *(Please enclose the documentary evidence for your claim)*

S. N.	Description of Policy Document	Level of Policy Document (International /National/State)	Submitted to International body/ organization like UNO/UNESCO/ World Bank/ International Monetary Fund etc. or Central Govt. or State Govt.	Date of submission	Academic/ Research Score claimed	Score verified by the Committee

c). Awards/ Fellowships: *(Please enclose the documentary evidence for your claim)*

S. N.	Whether Award or Fellowship	Details of Fellowship/Award	Level of Award/Fellowship (International/ National)	Academic/ Research Score claimed	Score verified by the Committee

6). *Invited Lectures/Resource Person/paper presentation in Seminars/Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once): *(Please enclose the documentary evidence for your claim)*

S.N	Title of Paper Presented/Lecture/Paper published in Proceeding	Title of Conference/ Seminar	Organizer (s)	*Date	Level of paper {International (Abroad)/ International (within country)/National/State or University level}	Academic/ Research Score claimed	Score verified by the Committee
Invited Lectures delivered in Conferences, Seminars							
Resource Person in Conferences, Seminars							

Full Paper in Conference Proceedings							

The combined research score from the categories of 5(b). Policy Document and 6. Invited Lectures/Resource Person/Paper Presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

**Date shall be the date of paper presented/lecture delivered/publication of full paper in conference proceedings or date of Conference/Seminar in case of Resource Person.*

(G) Any other information related to academic achievement: *(Please enclose the documentary evidence for your claim)*

S. N.	Details
1.	
2.	
3.	
4.	
5.	
6.	

List of Enclosures: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

- | | |
|----|-----|
| 1. | 7. |
| 2. | 8. |
| 3. | 9. |
| 4. | 10. |
| 5. | 11. |
| 6. | 12. |

Declaration by the Applicant

I certify that the information provided is correct as per records available with the College/University and/or documents enclosed with the application.

Date:

Place:

Signature & Designation of the Applicant

.....

Authentication by the HoD / Co-ordinator

Certified that Dr. _____ has been working as _____ in the Academic Pay Level _____ in this Department since _____.

The particulars given in this application have been checked and verified from office records and are found to be correct.

Date:..... **Head of the Deptt./ Coordinator- Signature**

Name:.....

.....

Recommendation by the Principal

	Current Year	Cumulative Score for the Assessment Period
Total Score Claimed by the Candidate		
Total Score Verified by the Principal		
Recommended/ Not Recommended		

Date:..... **Principal- Signature**

Name

Seal

Table 1
Assessment Criteria and Methodology for University/College Teachers

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above - Good Below 80% but 70% & above-Satisfactory Less than 70% - Not satisfactory
2.	Involvement in the University/College students related activities/research activities: (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college/university activities. (e) Evidence of actively involved in guiding Ph.D students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer-reviewed or UGC list of Journals.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved / undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities
<p>Overall Grading:</p> <p>Good: Good in teaching and satisfactory or good in activity at Sl.No.2.</p> <p>Or</p> <p>Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.</p> <p>Not Satisfactory: If neither good nor satisfactory in overall grading</p> <p>Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.</p>		

Methodology for College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

Table 2

S.N.	Academic/Research Activity	Faculty of Sciences /Engineering / Agriculture / Medical /Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library /Education / Physical Education / Commerce / Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
(a) Books authored which are published by ;			
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
(b) Translation works in Indian and Foreign Languages by qualified faculties			
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02

	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
(d) E-Content			
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
(b) Research Projects Completed			
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
(c) Research Projects Ongoing :			
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)			
	International	10	10
	National	07	07
	State	04	04
(c) Awards/Fellowship			
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

- | | | | |
|------|--|---|-----------|
| i) | Paper in refereed journals without impact factor | - | 5 Points |
| ii) | Paper with impact factor less than 1 | - | 10 Points |
| iii) | Paper with impact factor between 1 and 2 | - | 15 Points |
| iv) | Paper with impact factor between 2 and 5 | - | 20 Points |
| v) | Paper with impact factor between 5 and 10 | - | 25 Points |
| vi) | Paper with impact factor >10 | - | 30 Points |
- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.