**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR**

**APPLICATION FORM FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME FOR UNIVERSITY TEACHERS**

(in accordance with G.O.Ms.No 38, Higher Education (UE) Department, Dt. 23.06.2016)

(NOTE: The Principal is requested to verify the claims made in Category-I and II and certify if satisfied only)

**PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name of the Applicant :
2. Place of working :
3. Present Designation :
4. Present Scale of Pay with AGP :
5. Date of sanction of Present AGP :
6. Designation for which promotion is sought :
7. Date of eligibility :
8. Highest Qualification :
9. Experience:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Designation | Department | Duration (dd/mm/yyyy) | | Academic Level/AGP |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |

1. Teaching experience:

PG teaching (in years): UG teaching (in years):

1. Research experience (excluding years spent in M.Phil./Ph.D.) (in years):
2. Field of Specialization
4. Details of Orientation/Refresher Courses/Short term courses attended:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of the Course | Place | Duration | | Sponsoring Agency |
| From | To |
|  |  |  | |  |

1. Number of Ph.D.s awarded under your guidance:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of the candidate | Full Time / Part Time | Date of Ph.D. Viva | Month and Year of Degree awarded | Supervisor / Co-supervisor |
|  |  |  |  |  |

1. Any other relevant information
2. List of Enclosures (for PART A)

(Please attach attested copies of certificates, papers etc. wherever necessary)

**PART B: CATEGORY – I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

1. **Direct Teaching (Lectures / Tutorials / Practical / Project Supervision / Field Work)**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the Academic Year (A) | Course/Paper | Actual Score = A/N\* | Details of claim made with proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
|  | Year 1 | Odd Sem |  |  |  |  |  |
| Even Sem |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | | Total Score |  |  | |  |  |
| Average Score / Academic Year |  |  | |  |  |

\*N=7.5 for Assistant Professor; N=7.75 for Associate Professor and Professor

1. **Examination Duties (Invigilation Duty / QP Setting / Evaluation of Answer Scripts)**
2. **Invigilation Duty**

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| --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the Academic Year (B) | Actual Score = B/10 | Details of claim made with proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
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|  |  |  |  |  |  |  |
|  | | Total Score |  | |  |  |
| Average Score / Academic Year |  | |  |  |

1. **QP Setting**

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| --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the Academic Year (C) | Actual Score = C/10 | Details of claim made with proof submitted |
|  |  |  |  |  |
|  |  |  |  |  |
|  | | Total Score |  | |
| Average Score / Academic Year |  | |

1. **Evaluation of Answer Scripts**

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| --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the Academic Year (D) | Actual Score = A/N\* | Details of claim made with proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | | Total Score |  | |  |  |
| Average Score / Academic Year |  | |  |  |

1. **Innovative Teaching –Learning Methodologies /Updating of Subject Content / Mentoring**

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| --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the Academic Year (E) | Actual Score = E/10 | Details of claim made with proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
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|  | | Total Score |  | |  |  |
| Average Score / Academic Year |  | |  |  |

**Total Score obtained in Category-I = (a+b+c) =**

**CATEGORY II PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITES**

1. **Student related co-curricular, extension and field based activities**
2. **Discipline related co-curricular activities**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the academic year | | | | Total hours Spent  1+2+3+4  (F) | Actual Score = F/10 | Details of claims made and proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
| Remedial Classes  1 | Career Counseling  2 | Study Visits  3 | Student Seminars  4 |
|  |  |  |  |  |  |  |  |  |  |  |
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|  | | | | | Total Score | |  | |  |  |
| Average Score / Academic Year | |  | |  |  |

**ii) Other Co-curricular activities**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the academic year | | | | Total hours Spent  1+2+3+4  (G) | Actual Score = G/10 | Details of claims made and proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
| Cultural Programs  1 | Sports  2 | NSS  3 | NCC  4 |
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|  | | | | | Total Score | |  | |  |  |
| Average Score / Academic Year | |  | |  |  |

1. **Extension and dissemination activities**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the academic year | | | | Total hours Spent  1+2+3+4  (H) | Actual Score = H/10 | Details of claims made and proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
| Public / Popular Lectures  1 | Public/ Popular Talks  2 | Seminars  3 | Any other activates  4 |
|  |  |  |  |  |  |  |  |  |  |  |
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|  | | | | | Total Score | |  | |  |  |
| Average Score / Academic Year | |  | |  |  |

1. **Contribution to corporate life and management of the department and Institution through participation in Academic and Administrative committees and responsibilities**
2. **Administrative responsibility**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the academic year | | | | Total hours Spent  1+2+3+4  (I) | Actual Score = I/10 | Details of claims made and proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
| Director / Principal / HoD  1 | Lab in-charge  2 | OAS/ Deputy Warden, etc  3 | Library in-charge  4 |
|  |  |  |  |  |  |  |  |  |  |  |
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|  | | | | | Total Score | |  | |  |  |
| Average Score / Academic Year | |  | |  |  |

1. **Participation in BoS, Academic and Administrative Committees**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Actual hours spent in the academic year | | | | Total hours Spent  1+2+3+4  (J) | Actual Score = J/10 | Details of claims made and proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
| Participation in BoS  1 | Academic Committees  2 | Administrative Committees  3 | CAC meetings  4 |
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|  | | | | | Total Score | |  | |  |  |
| Average Score / Academic Year | |  | |  |  |

1. **Professional Development Activities**

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| S.No | Academic Year | Actual hours spent in the academic year | | | | Total hours Spent  1+2+3+4  (K) | Actual Score = K/10 | Details of claims made and proof submitted | Supporting documents Page Nos | API Score Awarded (For office use only) |
| Parti  cipation in Conferences / Seminars / Short Term Training Courses  1 | Industrial experience  2 | Talks / Lectures / FDP Courses  3 | Dissemination and general articles / any other contribution  4 |
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|  | | | | | Total Score | |  | |  |  |
| Average Score /  Academic Year | |  | |  |  |

Total Score obtained in Category II = (a+b+c) =

Signature of the Applicant Signature of HoD

**CERTIFICATE**

This is to certify that I have personally verified the claims made by the applicant in Category-I & II above. It is found that they are true and correct to the best of my knowledge as per the records available with the University / College and documents enclosed along with this filled in PBAS proforma. I take the whole responsibility for the correctness of the claims made above.

PRINCIPAL

**CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS**

III (A) i) Research Papers published in referred Journals in the assessment period only (Please enclose First Page of Journal publication and also proof of Impact Factor)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and Year of Publication | Title of the Paper | Name of the Journal | Reference No. in the UGC Care approved list (Please refer UGC website | Impact Factory  if any | Total number of Authors | Are you First author or Mentor / Supervisor? YES/NO | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
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III (A) ii) Research Papers published in other reputed Journals as notified by the UGC in the assessment period only (Please enclose First page of Journal Publication and also proof of Impact Factor)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and Year of Publication | Title of the Paper | Name of the Journal | Reference No. in the UGC Care approved list (Please refer UGC website | Impact Factory  if any | Total number of Authors | Are you First author or Mentor / Supervisor? YES/NO | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
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III (B) Publications other than Journal Articles such as Books / Chapters in books

1. Text / Reference books published by International Publishers with ISBN / ISSN Numbers as approved by the University (In the Assessment Period only)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and Year of Publication | Title of the book | Name of the Publisher | ISBN / ISSN number | Total number of Authors | Are you First author? YES/NO | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |
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1. Subject books published by National Level Publishers with ISBN / ISSN Numbers as approved by the University (in the Assessment Period only)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and Year of Publication | Title of the book | Name of the Publisher | ISBN / ISSN number | Total number of Authors | Are you First author? YES/NO | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |
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1. Subject books published by other local publishers

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and Year of Publication | Title of the book | Name of the Publisher | ISBN / ISSN number | Total number of Authors | Are you First author? YES/NO | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
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1. Chapters in books published by National and International level publishers with ISBN /ISSN Numbers as approved by the University (in the Assessment Period only)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and Year of Publication | Title of the book | Name of the Publisher | ISBN / ISSN number | National or International | Number of Chapters published | Total number of Authors | Are you First author? YES/NO | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
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III (C) RESEARCH PROJECTS (In the Assessment Period only)

1. Sponsored Projects (Major Projects & Minor Projects)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Year of sanction | Title of the Sponsored Project | Duration of  Project | Name of the Funding Agency | Grant Amount in  Rs. | Are you Principal Investigator or not?  YES/NO | Status Completed / Ongoing | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |
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1. Consultancy Projects

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Year of sanction | Title of the consultancy Project | Duration of  Project | Name of the Funding Agency | Amount mobilized in Rs. | Are you Principal Investigator or not?  YES/NO | Status Completed / Ongoing | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

1. Project Outcomes / outputs

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the Project | Year of Award of Outcome / Output | Number of Patents awarded | | Number of Technology Transfers achived | | Number of Major Policy documents prepared for bodies like WHO / UNO / UNESCO / Central / State Govt. / Local Bodies | | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
| National | International | National | International | National | International |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

#For faculties of Sciences/ Engineering/ Agriculture/ Medical/ Veterinary Sciences

\*For faculties Languages/Humanities/Arts/Social Sciences/ Library/ Physical Education/ Management

III (D) RESEARCH GUIDANCE (In the Assessment Period Only)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Name of the Degree Awarded (Ph.D / M.Tech / M.Phil | Status | | Year of Award of degree / Thesis submission | Title of the Thesis supervised | Name of the Awardee | Are you Supervisor or Co-Supervisor | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
| Degree awarded | Thesis submitted |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

III (E) i) Fellowships / Awards / Invited Lectures delivered in Seminars or Conferences (In the Assessment Period only)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the Award / fellowship Received | Year  of Award | International / National / State / University Level | Name of the Agency or body granting the award / Fellowship | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

III (E) ii) Invited Lectures / Papers presented in Conferences / Seminars (In the Assessment Period Only)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and Year of Presentation | Title or Topic of Invited Lecture or Presentation | Name of the Conference / Seminar | International / National / State / University Level | Location where the event is organized | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |

III (F) Development of E-Learning delivery process / material (In the Assessment Period Only)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the e-learning module developed | Month and  Year of  development | Organization where the developed module is being used | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |

Total score obtained in Category II = (A+B+C+D+E+F) =

**Note:**

1. The information is to be provided in the sequence ‘of years proposed to be assessed; hence the applicants may add the information of all the years in a sequential manner.
2. The applicants are informed to ensure that all the prescribed conditions are fulfilled before they submit their applications. Incomplete applications and without supporting documents, in any respect, will not be processed. Documents relevant to the promotion period only should be attached to avoid unnecessary confusion and the assessment shall be strictly based on the documents enclosed, which are subject to verification.
3. The applicant will have to provide documentary evidence for the claims made duly verified by the HoD.
4. The Principal of the college is requested to verify the claims made and certify if satisfied only.

**CERTIFICATE**

This is to certify that all the details and information submitted is true and correct to the best of my knowledge. I understand that my promotion under CAS is dependent on the data submitted above and if the data is found incorrect at any time, the promotion granted will be liable for reversal.

Signature of the Applicant

**Counter-signed by:**

Signature of the Head of the Department Signature of the Principal