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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR**

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

(in accordance with G.O.Ms.No.14, Higher Education (UE) Department, dated 13.02.2019)

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

1. Name of the Applicant :
2. Place of work :
3. Present Designation :
4. Present Scale of Pay with AGP/Level :
5. Date of sanction of Present AGP/Level :
6. Promotion Sought (Academic Level/Grade) : From\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Date of Eligibility Claimed :
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: GRADING AND ACADEMEIC PERFORMANCE INDICATORS UNDER ASSESSMENT CRITERIA AND PERFORMANCE PROFORMA**

**Table 1 ASSESSMENT CRITERIA FOR UNIVERSITY TEACHERS**

1. **TEACHING ACTIVITIES (DURING ASSESSMENT PERIOD)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl. No. | Academic Year | Semester | Course / Paper | Mode of teaching | No. of hours allotted per Semester | Actual hours taken per semester | % of classes taken | Supporting documents Page Nos. | Grading (for office use only) |
|  | Year 1 | Odd Sem |  |  |  |  |  |  |  |
| Even Sem |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
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\*Certificate from the HoD should be enclosed

1. **INVOLVEMENT IN THE UNIVERSITY / COLLEGE STUDENTS RELATED ACTIVITIES / RESEARCH ACTIVITIES (DURING ASSESSMENT PERIOD):**
2. **ADMINISTRATIVE RESPONSIBILITIES**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Director / Principal (Yes/No) | HoD / Chairperson BoS (Yes/No) | Lab  in-charge (Yes/No) | OAS/  Deputy Warden/ Co-ordinator, etc., (Yes/No) | Library in-Charge (Yes/No) | Any other activities | Supporting documents Page Nos. | Grading  (for office use only) |
|  |  |  |  |  |  |  |  |  |  |

1. **EXAMINATION AND EVALUATION DUTIES ASSIGNED BY THE COLLEGE / UNIVERSITY**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Invigilation Duty (Yes / No) | QP Setting (Yes/No) | Evaluation of Answer Scripts (Yes/No) | Any other activities | Supporting documents Page Nos. | Grading  (for office use only) |
|  |  |  |  |  |  |  |  |

1. **STUDENT RELATED CO-CURRICULAR, EXTENSION AND FIELD BASED ACTIVITIES**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Career Counseling (Yes/No) | Study visits  (Yes/No) | Student Seminars (Yes/No) | Cultural (Yes/No) | Sports (Yes/No) | NCC (Yes/No) | Community Services (Yes/No) | Supporting documents Page Nos. | Grading  (for office use only) |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

1. **ORGANIZING SEMINARS / CONFERENCES / WORKSHOPS, OTHER COLLEGE / UNIVERSITY ACTIVITIES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | No. of Seminars/Conferences/workshop organized | Any other activities | Supporting documents Page Nos. | Grading  (for office use only) |
|  |  |  |  |  |  |

1. **INVOLVEMENT IN GUIDING PH.D. STUDENTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No | Academic Year | Involvement in guiding Ph.D students  (Yes/No) | Supporting documents Page Nos. | Grading  (for office use only) |
|  |  |  |  |  |

1. **CONDUCTING MINOR OR MAJOR RESEARCH PROJECT SPONSORED BY NATIONAL OR INTERNATIONAL AGENCIES**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Academic Year | Research project | | | | Supporting documents Page Nos. | Grading  (for office use only) |
| National | | International | |
|  |  | Minor  (Yes/No) | Major  (Yes/No) | Minor  (Yes/No) | Major  (Yes/No) |  |  |
|  |  |  |  |  |  |  |  |

1. **PUBLICATION IN PEER-REVIEWED OR UGC LIST OF JOURNALS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No | Academic year | Publication in peer-reviewed or UGC list of Journals (Yes/No) | Supporting documents Page Nos. | Grading  (for office use only) |
|  |  |  |  |  |

**TABLE 2: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**

1. **(a) Research Papers published in UGC CARE LISTED JOURNALS DURING THE ASSESSMENT PERIOD ONLY (Please Enclose First page of Journals Publication and also proof of impact Factor)**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and year of Publication | Title of the Paper | Name of the Journal | ISSN/ISBN No. | Whether refereed? | Impact Factor, if any, as per Thomson-Reuters list | Whether you are the sole / first author or corresponding author | No. of  co-authors | Supporting documents Page Nos. | API Score claimed | API Score Awarded  (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |  |

(b) **Research Papers published in peer reviewed journals DURING THE ASSESSMENT PERIOD ONLY (Please Enclose First page of Journals Publication and also proof of impact Factor)**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and year of Publication | Title of the Paper | Name of the Journal | ISSN/ISBN No. | Whether refereed? | Impact Factor, if any, as per Thomson-Reuters list | Whether you are the sole / first author or corresponding author | No. of  co-authors | Supporting documents Page Nos. | API Score claimed | API Score Awarded  (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |  |

1. **PUBLICATION (OTHER THAN RESEARCH PAPERS) (IN THE ASSESSMENT PERIOD ONLY)**

a. (i) **BOOKS**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and year of Publication | Title of the Book | Name of the Publisher | ISBN No. | National or International | Whether you are the sole / first author | No. of  co-authors | Supporting documents Page Nos. | API Score claimed | API Score Awarded (For office use only |
|  |  |  |  |  |  |  |  |  |  |  |

a. (ii) **CHAPTER(S) IN EDITED BOOKS**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and year of Publication | Name of the Publisher | Chapter Title with page nos. | Book Title | ISBN/ ISSN No. | Whether you are the sole / first author | No. of  co-authors | Supporting documents Page Nos. | API Score claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |

a. (iii) **EDITOR OF BOOK PUBLISHED BY INTERNATIONAL /NATIONAL PUBLISHERS**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and year of Publication | Title of the book | Name of the Publisher | ISBN/ ISSN No. | Whether National/International | Whether you are the sole / first Editor | No. of co-authors | Supporting documents Page Nos. | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |

b. **TRANSLATION WORKS IN INDIAN AND FOREIGN LANGUAGES BY QUALIFIED FACULTIES.**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Month and year of Publication | Title of the Chapter/ Research Paper / Book | Name of the Publisher | ISBN/ ISSN No. | Whether peer reviewed? | Whether you are the sole / first author or corresponding author | No. of  co-authors | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |

1. **CREATIONOF ICT MEDIATED TEACHING LEARNING PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA (IN THE ASSESSMENT PERIOD ONLY)**

a) **DEVELOPMENT OF INNOVATIVE PEDAGOGY**

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

b) **DESIGN OF NEW CURRICULA AND COURSES**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | New curricula designed | New course designed | Moth and Year of Design | Organization where the new curricula and courses are being used | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |

c) **MOOCS**

c.i) Development of complete MOOCS in 4 quadrants (4 credit course) (In case of MOOCS of lesser credits 05 marks/ credit)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No | Title of the complete MOOCs course developed | Month and Year of Development | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |

**c.ii) MOOCS (developed in 4 Quadrant) per module/ lecture**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No | Title of the MOOCs module/ lecture developed | Month and Year of Development | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |

**c.iii) Content writer/subject matter expert for each module of MOOCs (at least one quadrant)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No | Title of the MOOCs for which contribution was made as content writer/ subject matter expert | Month and Year of Development | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |

**c.iv) Course Coordinator for MOOCs (4 credit / less than 4 credit course)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No | Title of the MOOCs course for which contribution was made as course coordinator | Month and Year of contribution | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |

1. **E-Content**

**d.i) Development of e-Content in 4 quadrants for a complete course / e-book**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the e-content developed for the complete course / e-Book | 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) |
|  |  |  |  |  |  |  |

**d.ii) e-content (developed in 4 quadrants) per module**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the e-content module (s) 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) |
|  |  |  |  |  |  |  |

**d.iii) Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)**

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

**d.iv) Editor of e-Content for complete course / paper / e-book**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the complete course/ paper/ e-book for which the applicant served as editor | Month and Year | Organization where it is being used | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |

1. **a) Research guidance (In the Assessment period only)**

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

1. **b) Research Projects completed (In the Assessment period only)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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 Co-Principal Investigator? | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |

**4.c) Research Projects on-going (In the Assessment Period Only)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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 Co-Principal Investigator? | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |

**4.d) Consultancy Projects (In the Assessment Period Only)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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 Co-Principal Investigator? | Status completed/ ongoing | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |  |  |  |

1. a) **PATENTS ( IN THE ASSESSMENT PERIOD ONLY)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No | Year of award of patent | Number of patents awarded | | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
| National | International |
|  |  |  |  |  |  |  |

1. **b) POLICY DOCUMENT (SUBMITTED TO AN INTERNATIONAL BODY / ORGANIZATION LIKE UNO/UNESCO/WORLD BANK/INTERNATIONAL MONETARY FUND ETC., OR CENTRAL / STATE GOVERNMENT (IN THE ASSESSMENT PERIOD ONLY)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Year of submission of Policy Document | Number of Policy documents (submitted to an international body / organization like UNO/UNESCO / World Bank / International Monetary Fund etc., or Central / State Government | | | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
| International | National | State |  |  |
|  |  |  |  |  |  |  |  |

1. **c) AWARDS/ FELLOWSHIP (IN THE ASSESSMENT PERIOD ONLY)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Title of the Award / fellowship received | Month and Year of award | International / National | Name of the Agency or Body granting the Award / fellowship | Supporting documents Page Nos | API Score Claimed | API Score Awarded (For office use only) |
|  |  |  |  |  |  |  |  |

1. **INVITED LECTURES / RESOURCE PERSON / PAPER PRESENTATION IN SEMINARS / CONFERENCES/FULL PAPER IN CONFERENCE PROCEEDINGS (IN THE ASSESSMENT PERIOD ONLY)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | Title or Topic of invited lecture or presentation | Month and Year | Name of the conference / seminars | International (Abroad)/ International (within country) National / State / University Level | Location where the event is organized | Supporting documents Page Nos | **API Score Claimed** | **API Score Awarded (For office use only)** |
|  |  |  |  |  |  |  |  |  |

**SUMMARY OF API SCORES**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Total-API Score for Assessment Period** | **Annual Av. API Score for Assessment Period** |
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**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 are 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