



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

PROMOTION UNDER CAREER ADVANCEMENT SCHEME (CAS)

(Faculty opting CAS as per UGC regulation 2010 and eligible before 11th July 2016)

FROM STAGE-1 TO(STAGE-2/STAGE-3 STAGE-4/STAGE-5/STAGE-6)

(Please tick whichever is applicable)

FROM:

TO:

(Post holding at present)

(for promotion to next eligible post)

IN THE PAY BAND OF WITH AGP OF Rs.

PART-A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.	Name (inBlock Letters)	:	.
2.	Date and Place of Birth	:	
3.	Sex (Male/ Female/Others)	:	
4.	Father's Name	:	
5.	Mother's Name	:	
6.	Marital Status	:	
7.	Nationality	:	
8.	Department	:	
9.	School	:	
10.	Current Designation	:	
11.	Pay Band with Academic Grade Pay	:	
12.	Date of last Appointment/ Promotion	:	
13.	Position and Grade-Pay for which you are an applicant for promotion under CAS:	:	



झारखण्ड केन्द्रीय विश्वविद्यालय Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

14.	Proposed date of eligibility for promotion	:	
15.	The category you belong to (SC/ST /OBC/GEN)	:	
16.	Address for Correspondence (with PIN Code)	:	
17.	Permanent Address (with PIN Code)	:	
18.	Telephone No. Mobile No. e-mail address:	: : :	

19. Academic Qualifications (Matric till post-graduation):

Examination	Name of the Board/ University	Year of passing	Percentage of Marks obtained	Div./ Grade	Subjects
High School/ Matric					
Intermediate/+2					
BA/B.Sc./B.E./B. Tech./or Equivalent.....					
M.A/M.Sc./MBA/ or Equivalent.....					
Other examinations / Super-Specialization, if anyNET-ASRB					

20. Research Degree(s)

Degree	Title	Date of Award	University
M.Phil/M.Tech./M.Pharm /MD/MS/MDS/DNB/LL.M			
Ph.D./D.Phil.			

21. Appointments (including Post Doctoral Positions such as Research Scientist, Research



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

Associate etc.) held prior to joining CUJ.

Designation	Name of Employer	D		Salary with grade	Reason of leaving
		Joining	Leaving		

Please Indicate, whether in previous service

- The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC :
- The post is/was in an equivalent grade or of the pre-revised scale of pay :
- Whether applied through proper channel :
- Whether possesses the same minimum qualifications as prescribed by the UGC for appointment to the post:
- The post was filled in accordance with the prescribed selection procedure laid showing the regulations of University/State Government/Central Government /Concerned Institution, for such appointments. :
- The previous appointment was not as a guest lecturer for any duration or an ad-hoc or in a leave vacancy of less than one year duration. :

22. Posts held after appointments at CUJ in chronological order.

Designation	Department	Date		Pay-Grade
		From	To	

23. Period of teaching experience: P.G. Classes (in years) U.G. Classes (in years)

24. Post-doctoral Research experience (as Research Scientist, Research Associate etc.) (In Years) :

25. Fields of specialization:

26. Academic Staff College Orientation/Refresher Course/ Summer/Winter School etc. attended:

<u>Name of the Course/ Summer School</u>	<u>Institution</u>	<u>Duration</u>	<u>Sponsoring Agency</u>
--	--------------------	-----------------	--------------------------



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

27. API claimed during Assessment period

a) Category I (Average)

API
Claimed

Minimum

API as verified by
DCAS Committee

API as verified by Institute
CAS Committee

b) Category II (Average)

API
Claimed

Minimum

API as verified by
DCAS Committee

API as verified by Institute
CAS Committee

c) Category I+II (Average)

API
Claimed

Minimum

API as verified by
DCAS Committee

API as verified by Institute
CAS Committee

d) Category III (Cumulative)

API
Claimed

APIs verified by
DCAS Committee

API as verified by Institute
CAS Committee

I certify that all the details given above are true to the best of my knowledge.

Signature



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

NAME OF FACULTY :

CENTRE :

SCHOOL :

STAGE APPLIED FOR :

DATE OF ELIGIBILITY:

DURATION OF COMPLETION OF ORIENTATION COURSE:

DURATION OF COMPLETION OF REFRESHER/RESEARCH METHODOLOGY COURSE

TABLE I
ACADEMIC PERFORMANCE INDICATORS (API) (CATEGORY: I)
(Please see detailed instructions of this PBAS Proforma before filling out this section)
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sr. No.	Particulars	Max. Score Per Year	API score obtained for each academic year of the period under assessment					Remarks/Attachment No.
			1st year	2nd year	3rd year	4th year	5th year	
1	Lectures, seminars, tutorials, practical, contact classes should be based on verifiable records. On basis of Lectures undertaken as percentage of lectures allocated.	50						
2	Lectures or other teaching duties in excess of the UGC norms for which no remuneration is charged. Two points to be assigned for each extra hour of classes/credit for the entire semester.	10						
3	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students (100% compliance = 20 points)	20						
4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.	20						
5	Examination duties (invigilation, question paper setting, evaluation, / assessment of answer scripts) as per allotment.	25						
Total Score Obtained		125						
Minimum API score required per year 75 for all stages								



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

Details of the above given Table

Details of Part 1 and 2: Lectures, Seminars, Tutorials, Practical, Contact Hours and duties in excess of the UGC norms*

Sr. No.	Academic Year	Class	Course / Paper / Subject Taught		Mode of Teaching*	Teaching Hours per week		% of Classes taken as per documented record (Maximum 50 points)	*Teaching Hours in Excess of UGC norms for which no additional remuneration charged
			Semester I, III and V, VII & IX Research Supervision including PG thesis (1hr/student/week)	Semester II, IV and VI, VIII & X Research Supervision including PG thesis (1hr/student/week)		As per UGC norms	Allotted Effective Hours of teaching per week		
I.									
II.									
III.									
IV.									
V.									
Total Points Acquired (Max. 50 per Year for Part 1 & 10 per year for Part 2)									

Details of Part 3: Reading/Instructional material consulted and additional knowledge resources provided to students

Sr. No.	Academic Year	Class	Course/Paper	Consulted	Prescribed	Additional Resource provided
1.						
2.						
3.						
4.						
5.						
Total Points acquired (Max. 20)						

Details of Part 4: Use of Participatory and innovative Teaching-Learning (T-L) Methodologies, Updating of subject content, Course Improvement etc.*



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

Sr. No.	Particulars	Max. Score per Year	API score obtained for each academic year of the period under assessment				
			1 st year	2 nd Year	3 rd Year	4 th Year	5 th Year
1.	Updating of Courses, design of curriculum, (5 per single course)	10					
2.	Participatory & Innovative T-L Process with material for problem based learning, case studies, Group discussions etc. d) Interactive Courses : 5 points/each e) Participatory Learning modules: 5 points/each f) Case studies: 5 points/each	10					
3.	Use of ICT in T-L process with computer-aided methods like power-point/Multimedia/Simulation/Software etc., (Use of any one of these in addition to Chalk & Board: 5 points)	10					
4.	Developing and imparting Remedial/Bridge Courses (each activity: 5 points)	10					
5.	Developing and imparting soft skills/communications skills/personality development courses/modules (each activity 5 points)	10					
6.	Developing and imparting specialized teaching-learning programmes in Physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (each activity: 5 points)	10					
7.	Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students c) Workshop/Training course : 10 points each d) Popularization programmes: 5 points each	10					
8.	Use of anonymous students' feedback on the quality of classroom teaching and students' interaction (2 points/course)	10					
	Total Score (Max. Score per Year 20)	20					



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

Details of Part 5: Examination Duties Assigned and Performed

Sr. No.	Particulars	Maximum Score per Year	API score obtained for each academic* year of the period under assessment				
			1 st year	2 nd Year	3 rd Year	4 th Year	5 th Year
1.	University end semester/Annual Examination work as per duties, allotted. (invigilation – 10 points, Evaluation of answer scripts – 5 points; Question paper setting – 5 points) (100% compliance = 20 points)	20					
2.	University examination/Evaluation responsibilities for internal/ continuous assessment work as allotted (100% compliance = 10 points)	10					
3.	Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10					
	Total Score (Max. 25 per Year)	25					

*Evidence to be verified



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

Annexure II

ACADEMIC PERFORMANCE INDICATORS (API) – CATEGORY- II

Co-Curricular, Extension, Professional Development Related Activities

S No.	Type of Activity	API Score					Remarks /Attachments No.
		1 st year	2 nd Year	3 rd Year	4 th Year	5 th Year	
(i) Extension, Co-curricular & Field based activities*							
	Extension work through NSS/NSC and other channels	05					
	Cultural Activities	05					
	Subject Related Events	05					
	Advising and Counseling	05					
	Total (Max.: 20)	20					
(ii) Contribution to Corporate Life and Management of the Institution							
	In charge of any academic /administrative body	05					
	Member of academic body at departmental level	05					
	Member of academic body at Faculty level	05					
	Total (Max: 15)	15					
(iii) Professional Development Activities*							
	Participation in seminars, conference	05					
	Short term, training courses	05					
	Talks, lectures	05					
	Membership of associations	05					
	Dissemination and general articles, not covered in Category III below	05					
	Total (Max: 15)	15					
Total Score Acquired of (i to iii)							
(Min. Score needed is 15)							
Verified By			HEAD/DEAN of the Centre/School				



झारखण्ड केन्द्रीय विश्वविद्यालय
Central University of Jharkhand
 (Established by an act of Parliament of India, 2009)

CATEGORY -III

RESEARCH / ACADEMIC CONTRIBUTIONS
 (for API claim as per UGC Regulation 2016)

III(A): DETAILS OF RESEARCH PAPERS PUBLISHED

(i): Refereed Journals as notified by the UGC*								
Sl. No.	Title of the Article	Name of the journal Vol. No. & PP / Month & Year	Author Name	Whether you are the main Author (Yes/No)	No. of Co-Authors	Impact Factor	Claimed Score	Verified Score
Total								

(ii): Other reputed Journals as notified by the UGC #								
Sl. No.	Title of the Article	Name of the journal Vol. No. & PP / Month & Year	Author Name	Whether you are the main Author (Yes/No)	No. of Co-Authors	Impact Factor	Claimed Score	Verified Score



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

Total						

III (B): PUBLICATIONS OTHER THAN JOURNAL ARTICLES (Books, Chapters in Books)

(i)	Text / reference books by International Publishers	Author Name	Co-Author(s)	Name of the Publisher/Month, Year	Claimed Score	Verified Score
Sl. No.	Title of the Book					
Total						

(ii)	Subject books by National level publishers	Author Name	Co-Author(s)	Name of the Publisher/Month, Year	Claimed Score	Verified Score
Sl. No.	Title of the Book					



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

			Total

(iii) Subject/books by other local Publishers						
Sl. No.	Title of the Book	Author Name	Co-Author(s)	Name of the Publisher/Month, Year	Claimed Score	Verified Score

(iv) Chapters in contributed to edited knowledge based volume published by International publisher						
Sl. No.	Title of the Book	Title of the Chapter	Author Name	Name of the Publisher of the Book/ Month, Year	Claimed Score	Verified Score



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

Chapters in contributed to edited knowledge based volume published by national publisher						
Sl. No.	Title of the Book	Title of the Chapter	Author Name	Name of the Publisher of the Book/ Month, Year	Claimed Score	Verified Score

III (C): RESEARCH PROJECTS

Details of Sponsored Projects										
Sl. No.	Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed/ on-going	Project Type: Research/ Consultancy/ Action Research	Policy Document	Claimed Score	Verified Score
				From	To					



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

(ii): Details of Consultancy Projects										
Sl. No.	Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed/ on-going	Project Type: Research/ Consultancy/ Action Research	Policy Document	Claimed Score	Verified Score
				From	To					

(iii): Projects Outcome/ Output							
Sl. No.	Title of the Project	Funding Agency	National /International	Project Outcome/Outputs		Claimed Score	Verified Score
				Details of Patents / Technology Transfer / Product / Process (Science Engineering)*	Major Policy Documents of Central / State Govt. Bodies prepared (Humanities & Management)**		



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

(iii): Completed Project – Quality Evolutions					
Sl. No.	Title of the Project	Funding Agency	National /International	Project Outcome/Outputs	
				Details of Patents / Technology Transfer / Product / Process (Science Engineering)*	Major Policy Documents of Central / State Govt. Bodies prepared (Humanities & Management)**
				Claimed Score	Verified Score

III (D): RESEARCH GUIDANCE

(i): Details of M.Phil/M.Tech./M.Pharm /MD/MS/MDS/DNB/LL.M/M.Sc./MA/MBA Awarded						
Sl. No.	Name of the Scholar	Title of the Dissertation	Name of the University	Month and Year	Claimed Score	Verified Score
Total						



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

(ii): Details of Ph. D Awarded / submitted						
Sl. No.	Name of the Scholar	Title of the Dissertation	Name of the University	Month and Year	Claimed Score	Verified Score
Total						

(ii): Details of invited lectures / papers presented in Conferences / Seminars, etc.						
Sl. No.	Name of the Programme	Name of Organising Agency	International/ National/ State/University level	Title of the Paper / Talk	Claimed Score	Verified Score
Total						



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

PART C

CERTIFICATE

Certified that I have personally verified all the information, facts and documents of the candidate Shri. / Smt./ Kumari/ Dr. _____, and may be considered for promotion to the next stage since he/she fulfills API requirements based on Performance Based Appraisal System as in vogue in the University.

Head

Dean

Centre for

School of

NOTE :

Minimum API scores needed for a candidate for promotion.

- | | | |
|-----|---|--|
| i) | (a) Teaching-learning Evaluation | — 75/year |
| | (b) Co-curricular, Extension activities | —15/year |
| | Total average (a+b) | = 100/year |
| ii) | Research & Academic contribution | --- 10/year or (40/ AP) for stage 1 to 2
20/year or (100/AP) for stage 2 to 3.
30/Year or (90/AP) for stage 3 to 4.
40/ Year or (120/AP) for stage 4 to 5
50/Year or (500/AP) for stage 5 to 6 |



झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(Established by an act of Parliament of India, 2009)

SUMMARY OF API SCORES CLAIMED UNDER CATEGORY III

Category	Claimed Scores	Verified Score
III (A)		
III(B)		
III (C)		
III (D)		
III (E)		
III(F)		
Total Scores		

SUMMARY-I OF API SCORES CLAIMED UNDER CATEGORY I, II& CATEGORYIII (Cumulative)

Summary of API Scores:

Categories	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total API Score	Average API Score
Category-I: Teaching, Learning and Evaluation related activities								
Category-II: Co-curricular, Extension, Professional development etc.- Minimum score required to be assessed cumulatively								
Category-III: Research and Academic Contribution - Minimum score required to be assessed cumulatively								
Total of Category- II & III								

Important Note:

- I. Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.
- II. If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e) (ii)).
- III. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.
- IV. Attach the self-attested proofs of all the self-assessment claims made in category II and III.