



# 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 2018)

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 (in Block 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:	:	
14.	Proposed date of eligibility for promotion	:	



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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 Associate etc.) held prior to joining CUJ.



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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 down in 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)

J.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>
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## 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
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### b) Category II (Average)

API Claimed	Minimum	API as verified by DCAS Committee	API as verified by Institute CAS Committee
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### c) Category I+II (Average)

API Claimed	Minimum	API as verified by DCAS Committee	API as verified by Institute CAS Committee
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### d) Category III (Cumulative)

API Claimed	API as verified by DCAS Committee	API as verified by Institute CAS Committee
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

Signature



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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 - 01

Category and Grading Criteria	Details	Claimed	Evidence Enclosed at Annexure Number	CAS Committee Assessment
01. Teaching Activity <b>Grading Criteria :</b>  <i>Good - 80% and above</i> <i>Satisfactory : 70 - 80 %</i> <i>Not-Satisfactory : Less than 70%</i>				
02. Involvement in University / College / Students / Research Related Activities  <b>Grading Criteria :</b>  <i>Good : Involvement in at least three activities</i>				



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<p><i>Satisfactory : Involvement in at least one to two activities</i></p> <p><i>Not-satisfactory : Not involved or undertaken any activity</i></p> <p><i>Note : Number of activities can be within or across the broad categories of activities</i></p>				
<p><b>OVERALL GRADING</b> (to be filled by CAS Committee) <b>Grading Criteria :</b></p> <p><i>Good : Good in teaching and satisfactory or good in involvement in University / College / Students / Research Related Activities</i></p> <p><i>Satisfactory : Satisfactory in teaching and good or satisfactory in involvement in University / College / Students / Research Related Activities</i></p> <p><i>Not Satisfactory: If neither good nor satisfactory.</i></p>				
<p><b>NOTE :</b> For the purpose of assessing the grading of activities 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.</p>				



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TABLE - 02

01. RESEARCH PAPER IN PEER-REVIEWED OR UGC LISTED JOURNALS				
Assessment Criteria and Claimed Score (Please follow the note at end of this application form)			Evidence Enclosed at Annexure Number	Total Verified Score by CAS Committee
08 per paper for Science / Engineering disciplines	No. of Paper/s (as single author)			
	Claimed Score (as single author)			
10 per paper for languages / humanities / arts / social sciences / library / education / management and others	No. of Paper/s (as joint author)			
	Claimed Score (as joint author)			
02. PUBLICATIONS (OTHER THAN RESEARCH PAPERS)				
Assessment Criteria and Claimed Score			Evidence Enclosed at Annexure Number	Total Verified Score by CAS Committee
12 per book	No. of books published by international publishers			
	Claimed Score			
10 per book	No. of books published by national publishers			
	Claimed Score			
05 per chapter	No. of book chapter authored in edited books			
	Claimed Score			



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<i>10 per edited book</i>	No. of edited book (as editor published by international publisher)			
	Claimed Score			
<i>08 per edited book</i>	No. of edited book (as editor published by national publisher)			
	Claimed Score			
<i>08 per book</i>	No. of translation work in Indian / Foreign Language published as book			
	Claimed Score			
<i>03 per chapter or research paper</i>	No. of translation works in Indian / Foreign Language published as chapter or research paper			
	Claimed Score			
<b>03.</b>	<b>CREATION OF ICT MEDIATED TEACHING LEARNING PEDAGOGY &amp; CONTENT / DEVELOPMENT OF NEW &amp; INNOVATIVE COURSES &amp; CURRICULA</b>			
Assessment Criteria and Claimed Score			Evidence Enclosed at Annexure Number	Total Verified Score by CAS Committee
<i>05 points</i>	Development of Innovative Pedagogy			
	Claimed Score			
<i>02 points per curricula or course</i>	No. of New curricula or course designed			
	Claimed Score			
<i>20 points per curricula or course</i> <i>(In case of lesser credit course, 05</i>	No. of curricula or course of MOOCs (in four quadrants of 4 credit course) developed			





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<i>points per credit)</i>	Claimed Score			
<i>05 points per module or lecture</i>	No. of module or lecture of MOOCs (developed in four quadrant)			
	Claimed Score			
<i>02 points for each module</i>	No. of modules for which content was written or association as subject matter expert of MOOCs (of at least one quadrant)			
	Claimed Score			
<i>08 points for each 4 credit course</i> <i>(In case of lesser credit course 02 points per credit)</i>	No. of courses as Course Coordinator for MOOCs			
	Claimed Score			
<i>12 points for complete course or e-book</i>	No. of complete courses or e-books for which e-Content in 4 quadrants was developed			
	Claimed Score			
<i>05 points per module</i>	No. of modules for which e-content was developed (4 quadrants per module)			
	Claimed Score			
<i>02 points per module</i>	No. of e-content module in complete			



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	course/paper/e-book (at least one quadrant)			
	Claimed Score			
<i>10 points per editorial initiative</i>	Editor of e-content for complete course / paper or complete e-book			
	Claimed Score			
<b>04.</b>	<b>RESEARCH GUIDANCE</b>			
	Assessment Criteria	Claimed Score	Evidence Enclosed at Annexure Number	Total Verified Score by CAS Committee
<i>10 points per degree</i>	Ph.D. (degree awarded)			
<i>05 points per thesis</i>	Ph.D. (thesis submitted)			
<i>02 points per degree</i>	M.Tech. degree awarded			
<i>02 points per degree</i>	P.G. degree awarded			
<i>10 points per project</i>	Research Projects Completed amounting more than 10 lakh			
<i>05 points per project</i>	Research Projects Completed amounting less than 10 lakh			
<i>05 points per project</i>	On-going Research Projects amounting more than 10 lakh			
<i>02 points per project</i>	On-going Research Projects amounting less than 10 lakh			
<i>03 points per consultancy</i>	Consultancy			
<b>05.</b>	<b>PATENTS / POLICY DOCUMENTS / AWARDS / FELLOWSHIPS</b>			



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Assessment Criteria		Claimed Score	Evidence Enclosed at Annexure Number	Total Verified Score by CAS Committee
<i>10 points per international patent</i>	International Patent			
<i>07 points per national patent</i>	National Patent			
<i>10 points per document</i>	Policy Document submitted to International bodies like UNO / UNESCO / World Bank / IMF etc.			
<i>07 points per document</i>	Policy Document submitted to National Bodies / Central Government			
<i>04 points per document</i>	Policy Document submitted to State Government			
<i>07 points per fellowship</i>	International Fellowship			
<i>05 points per fellowship</i>	National Fellowship			
<i>07 points per award</i>	International Award			
<i>05 points per award</i>	National Award			
<b>06.</b>	<b>INVITED LECTURES / RESOURCE PERSON / PAPER PRESENTATION IN SEMINARS / CONFERENCES / FULL PAPER IN CONFERENCE PROCEEDINGS</b> (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)			
Assessment Criteria		Claimed Score	Evidence Enclosed at Annexure Number	Total Verified Score by CAS Committee
<i>07 points</i>	International (Abroad)			



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05 points	International (within country)			
03 points	National	15		15
02 points	State/University			

OVERALL RESEARCH SCORE* (of Table - 02 in accordance to the note mentioned below)	CLAIMED SCORE (by the applicant)	VERIFIED SCORE (to be filled by CAS committee)

*\*Minimum Verified Score Required for Promotion from Asst. Prof (Stage-01) to Asst. Prof (Stage-02) is 40*

### NOTE :

- Joint Projects : Principal Investigator and Co-investigator would get 50% each.
- 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 Policy Document and 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.
- 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) :
  - Paper in refereed journals without impact factor - 5 Points
  - Paper with impact factor less than 1 - 10 Points
  - Paper with impact factor between 1 and 2 - 15 Points
  - Paper with impact factor between 2 and 5 - 20 Points
  - Paper with impact factor between 5 and 10 - 25 Points
  - Paper with impact factor >10 - 30 Points
  - Two authors: 70% of total value of publication for each author.



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- 
- 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.



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### CHECK - LIST

Sl.	Documentary Evidence in Support of Application	Document Attached (Yes / No / N.A.)	If Attached, Mention Annexure No.
01.	Proof of Date of Joining at CUJ (enclose charge-report)		
02.	Proof of Possessing Master Degree in Professional Course (M.Tech. / LL.M. etc.)		
03.	Proof of Possessing M.Phil. Degree		
04.	Proof of Possessing Ph.D. Degree		
05.	Proof of Earlier Appointment/s before joining CUJ (Asst. Professor / Research Scientist / Research Associate etc.)		
06.	Proof of Post-Doctoral Research Experience		
07.	Proof of Completion of Orientation Course		
08.	Proof of Completion of Refresher Course / Winter School / Summer School		
09.	Proof of completion of any other workshop etc. as mentioned in Sl. 26 of this application form		
10.	Proof of Activities relating to Sl. 01 of Table - 01		
11.	Proof of Activities relating to Sl. 2(a) of Table - 01		
12.	Proof of Activities relating to Sl. 2(b) of Table - 01		
13.	Proof of Activities relating to Sl. 2(c) of Table - 01		
14.	Proof of Activities relating to Sl. 2(d) of Table - 01		
15.	Proof of Activities relating to Sl. 2(e) of Table - 01		
16.	Proof of Activities relating to Sl. 2(f) of Table - 01		



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17.	Proof of Activities relating to Sl. 2(g) of Table - 01		
18.	Proof of Activities relating to Sl. 01 of Table - 02		
19.	Proof of Activities relating to Sl. 02 of Table - 02		
20.	Proof of Activities relating to Sl. 03 of Table - 02		
21.	Proof of Activities relating to Sl. 04 of Table - 02		
22.	Proof of Activities relating to Sl. 05 of Table - 02		
23.	Proof of Activities relating to Sl. 06 of Table - 02		

### DECLARATION

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

Date : \_\_\_\_\_

Place : \_\_Ranchi\_\_

(Signature and Name of Applicant)