**Application form for Promotion under Carrier Advancement Scheme (CAS)**

1. Assistant Professor – Stage 1 to stage 2
2. Assistant Professor – Stage 2 to stage 3
3. Associate Professor – Stage 3 to stage 4
4. Professor – Stage 4 to Stage 5

( Tick which ever is applicable)

Affix self attested passport size photo

**Department :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Faculty :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Details** | |
|  | Name (in Block Letters): |  |
|  | Father’s Name: |  |
|  | Mother’s Name: |  |
|  | Present Designation & Grade Pay: |  |
|  | Date of Birth: |  |
|  | Gender: |  |
|  | Nationality |  |
|  | Address for correspondence (with PIN code): |  |
|  | Permanent Address with PIN code:  Telephone No.  Email ID: |  |
|  | Academic Qualifications: |  |
|  | Detail of Service in Jai Narain Vyas University, Jodhpur |  |
|  | Teaching Experience (in years): |  |
|  | Field of Specialization under the Subject/Discipline: |  |
|  | Any Other Relevant Information: |  |
|  | Email id and Mobile number |  |

**Details of Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Title** | **Place** | **Duration** | **Remarks if any** |
|  |  |  |  |  |
|  |  |  |  |  |

**Enclosed Certificates of Participation.**

**Details of course / programme from among the categories of refresher courses, methodology workshop, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Title** | **Place** | **Duration** | **Remarks if any** |
|  |  |  |  |  |
|  |  |  |  |  |

**Part B: API Score as per Appendix III: Table I of UGC regulation (4th Amendment), 2016**

**Category I: Teaching, learning and Evaluation Related Activities**

|  |  |  |
| --- | --- | --- |
| **Category I** | **Nature of Activity** | **API Score** |
|  | a. Direct Teaching |  |
|  | b. Examination Duties (question paper setting,  Invigilation, evaluation of answer scripts) as per  allotment |  |
|  | c. Innovative Teaching- learning methodologies,  updating of subject content/courses, mentoring etc. |  |

**Category II: Professional Development, Co-curricular and Extension Activities**

|  |  |  |
| --- | --- | --- |
| **Category II** | **Nature of Activity** | **API Score** |
| **a** | Student related co-curricular, extension and field based activities.  (i) Discipline related co-curricular activities (eg. Remedial classes, career counseling, study visit, student seminar and other events)  (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)  (iii) Extension and dissemination activities (Public/popular lectures/talks/seminar etc.) |  |
| **b** | Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.   1. Administrative responsibilities (including as Dean/Principal/Chairperson/Convener/Teacher-in Charge/similar other duties that require regular office hrs for its discharge) 2. Participation in Board of Studies, Academic and Administrative committees |  |
| **c** | Professional Development activities (Such as participation in seminars, conferences, short term training courses, industrial experiences, talks, lectures in refresher/faculty development courses, dissemination and general articles and any other contribution) |  |

**Category III: Research and Academic Contributions:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Activity** | | **API Score** |
| III (A) | Research Paper Published In: | Refereed Journals as notified by the UGC | **As per appendix I** |
| Other reputed Journals as notified by the UGC |  |
| III (B) | Publications other than journal articles (books, chapters in book) | Text/Reference, Books published by International Publishers, with ISBN/ISSN number. | **As per appendix II** |
| Subject Books published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications |  |
| Subject books, published by other local publishers with ISBN/ISSN number |  |
| Chapter in Books, published by National and International level publishers with ISBN/ISSN no. |  |
| III (C ) | **Research Projects** | | |
| III ( C ) (i) | Sponsored Projects | (a) Major Projects with grant above Rs. 30 lakhs(Faculty of Science) /Rs 5.0 (Faculty of Arts) | **As per appendix III** |
| (b ) Major projects with grants above Rs 5.0 upto Rs. 30 lakhs (Faculty of Science)/ Rs. 3.0 lakhs upto 5.0 lakhs (Faculty of Arts) |  |
| (c ) Minor Projects with grants above Rs 1.0 lakhs upto 5 lakhs (Faculty of Science)/ Rs. 1 lakhs upto 3.0 lakhs (Faculty of Arts) |  |
| III (c) (ii) | Consultancy Project | Amount Mobilized with a minimum of Rs 10 lakhs(Faculty of Science)/ Amount Mobilized with a minimum of Rs 2 lakhs(Faculty of Arts) |  |
| III (C ) (iii) | Projects outcome/output | Patent/Technology transfer/Product/Process(Faculty of Science)  Major Policy document prepared for International bodies like WHO/UNO/UNESCO/UNICEF etc Central/state/ Local bodies (Faculty of Arts) |  |
| III (D) | **Research Guidance** | | |
| III (D) (i) | M. Phil | Degree awarded | **As per appendix IV** |
| III (D) (ii) | Ph.D. | Degree awarded/Thesis Submitted |  |
| III E | Fellowships, Awards and Invited lectures delivered in conferences/seminars | | |
| III (E) (i) | Fellowships/  Award | International  Award/Fellowship from  academic bodies | **As per appendix V** |
| National Award/Fellowship  from academic bodies |  |
| State/University level Award  from academic bodies |  |
| III (E) (ii) | Invited lectures/papers | International | **As per appendix VI** |
| National |  |
| State/University level |  |
|  | The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | | |
| III (F) | Development of e learning delivery process/material | | |
|  | Details | | Score per module |
|  |  | |  |

**Part C: Summary of Total API score for Assessment Period**

Category I: Teaching, learning and Evaluation Related Activities

|  |  |
| --- | --- |
| Academic Year | Total API Score |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Category II: Professional Development, Co-curricular and Extension Activities

|  |  |
| --- | --- |
| Academic Year | Total API Score |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Category III: Research and Academic Contributions

|  |  |
| --- | --- |
| Academic Year | Total API Score |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Total API Score Claimed for Categories II+ III=

List of Enclosures:

1

2

3

4

5

6

7

8

I certify that the above information provided by me is correct.

Signature of Candidate

Place & Date

Recommendation and Remarks of Head

1. Total API Score Claimed for Categories II+ III =

2. Total API Score verified with Dean for Categories II+ III =

3. Fulfil the minimum requirement/ doesn’t fulfill the minimum requirement

4. Recommended for promotion to stage …. To stage …../ Not recommended for promotion

Signature of Head

Place& Date

Recommendation and Remarks of Dean

Signature of Dean

Place& Date

**Appendix I**

For API scores of III(A): Research Paper Published In Refereed Journals and/or other reputed Journals the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Titles of the Research Paper | Author (s) | Name of the Journal | ISSN Number | Year, volume number and pagination details | UGC list Serial number for journals | Refereed/ Indexed/ both | Impact Factor (No other scores) | Are you First/ Corresponding/ Co-author | API claimed |
| 1 |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements.

Appendix II

For API scores of III(B): For Books and/or Chapters in book the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Titles of the Book/Chapter | Author (s) | Name of the Publisher | Status of the Publisher (Local/ National/ International) | ISBN /ISSN Number | Year and pagination details | No. of authors (Single Author = 1/ actual number of authors) | API claimed |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements.

Appendix III

For API scores of III(C)(i): For Research Projects the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Title of the R&D project | Funding agency | Sanction number and date | Amount sanctioned | Ongoing/ Completed | Principal Investigator/ Co-Investigator | API claimed |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements.

For API scores of III(C)(ii): For Consultancy Projects the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Consultancy work | Funding agency | Sanction number and date | Amount sanctioned | Ongoing/ Completed | Principal Consultant / Co-Consultant | API claimed |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |

Note:

A. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.

B. Insert rows as per requirements.

For API scores of III(C)(iii): For Projects Outcome the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |
| --- | --- | --- | --- |
| S.No. | Patent / Technology transfer / Product / Process - Major Policy document  prepared for international  bodies like  WHO/UNO/UNESCO/UNICEF  etc. Central / State Govt./Local  Bodies | International / National Level output or patent. Major policy document of  International bodies /Central Government /  State Govt/Local bodies | API claimed |
| 1 |  |  |  |
| 2 |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements.

Appendix IV

For API scores of III(D): For Research guidance the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No. | Student’s name | Thesis title | M.Phil./ Ph.D. | Thesis submitted/ Awarded | Year of submission/ Award | API claimed |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements.

Appendix V

For API scores of III(E) (i): For Fellowships/Award the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No. | Name of the Award | Awarding agency/Institution/ Body | National/ International/ State | Date of the honour for the award | API claimed |  |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements.

Appendix VI

For API scores of III(E) (ii): For Invited Lectures/Papers the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Title of the lecture/ paper | Place of presentation | National/ International/ State | Certificate attached (Yes/NO) | API claimed |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements

For API scores of III(F) : Development of e-learning delivery process/material the following Table need to be completed and accordingly the scores be filled in respective cells.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Title of the e-learning delivery process/material | Agency /Platform of delivery | e-learning link attached (Yes/NO) | API claimed |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

Note:

1. The photocopies of proofs for each be attached and be serially arranged with proper numbering of the attached pages.
2. Insert rows as per requirements.