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| SELF-ASSESSMENT CUM PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) PROFORMA FOR CAREER ADVANCEMENT SCHEME (CAS) *[04 th May 2016 onwards substituted with 4th Amendment]* |

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

1. Name (in Block Letters):
2. Father’s Name / Mother’s Name:
3. Department:
4. Current Designation & Grade Pay:
5. Date of last Promotion:
6. Which position and grade pay are you an applicant under CAS?:
7. Date of eligibility for promotion:
8. Date and Place of Birth:
9. Sex:
10. Nationality:
11. Indicate whether belongs to SC/ST/OBC/PWD category:
12. Address for correspondence (with Pin code):
13. Permanent Address (with Pin code):

Telephone No: Mobile:

Email:

1. **Academic Qualifications (Matric till Post Graduation):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Examinations** | **Name of the Board/ University** | **Year of Passing** | **Percentage of marks obtained** | **Division/ Class/ Grade** | **Subject** |
| High School / Matric |  |  |  |  |  |
| Higher Secondary |  |  |  |  |  |
| Graduation |  |  |  |  |  |
| Post Graduation |  |  |  |  |  |
| Others (Specify if any) |  |  |  |  |  |

# Eligibility Qualification:

1. **Research Degree(s):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degrees** | **Discipline /**  **Subject (As per UGC–regulations)** | **Title of the**  **Thesis / Dissertation** | **Date of award** | **University/Agency**  **of Accreditation** |
| M.Phil. |  |  |  |  |
| Ph.D./D.Phil. |  |  |  |  |
| D.Sc./D.Litt. |  |  |  |  |

1. **Minimum Eligibility:**

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| --- | --- | --- | --- |
| **Degrees** | **Subject** | **Date of Qualification** | **Name of Agency** |
| NET |  |  |  |

1. **Previous Experiences:**

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| --- | --- | --- | --- | --- | --- |
| **Name of**  **Positions held** | **Name of the**  **Employer** | **Date of** | | **Scale of Pay** | **Reason for**  **leaving** |
| **Joining** | **Leaving** |
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1. **Teaching Experience at MGCU:**

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| --- | --- | --- | --- | --- |
| **Name of**  **Positions held** | **Department / School** | **Date of actual Joining** | | **Scale of Pay** |
| **From** | **To** |
|  |  |  |  |  |
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1. **PG classes (in years): UG Classes (in years)**

|  |  |  |
| --- | --- | --- |
| **PG**  **(Year/Month/Days)** | **UG**  **(Year/Month/Days)** | **Total (Year/Month/Days)** |
|  |  |  |
|  |  |  |

1. **Research Experience (excluding years spent as a Teacher and doing M.Phil./Ph.D.)**
2. **Research Area(s) of Specialization under the Subject :**
3. **………………………………….**
4. **…………………………………..**
5. **…………………………………..**
6. **Details of Orientation / Refresher Course / Summer and Winter School attended (organized by Human Resource Development Centre /UGC Academic Staff College of the University) :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the**  **Course /** | **Place** | **Duration** | | **No. of**  **Days** | **Name of the**  **Institution where the program is conducted** |
| **From** | **To** |
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**CATEGORY- I**

**TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES#**

***[In accordance with UGC Regulation on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education (4th Amendment) Regulations, 2016]***

1.1) Teaching related activities and domain knowledge: (Attach Proofs)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Acad. Year (Specify)** | **Semester** | **No. of hours allotted for** | | **Actual hours spent per academic year** | **Actual hours spent per academic year divided by factor \*** |
|  | Odd | Lectures |  |  |  |
| Seminars/ Case study discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and Guidance Sessions |  |  |
| UG/PG Project work Guidance |  |  |
| M.Phil/ Ph.D Guidance |  |  |
| Even | Lectures |  |  |  |
| Seminars/ Case study discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and Guidance Sessions |  |  |
| UG/PG Project work Guidance |  |  |
| M.Phil/ Ph.D Guidance |  |  |
|  | Odd | Lectures |  |  |  |
| Seminars/ Case study discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and Guidance Sessions |  |  |
| UG/PG Project work Guidance |  |  |
| M.Phil/ Ph.D Guidance |  |  |
|  | Even | Lectures |  |  |  |
| Seminars/ Case study discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and guidance Sessions |  |  |
| UG/PG Project work guidance |  |  |
| M.Phil/ Ph.D Guidance |  |  |
|  | Odd | Lectures |  |  |  |
| Seminars/ Case study discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and guidance Sessions |  |  |
| UG/PG Project work guidance |  |  |
| M.Phil/ Ph.D Guidance |  |  |
|  | Even | Lectures |  |  |  |
| Seminars/ Case study discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and guidance Sessions |  |  |
| UG/PG Project work guidance |  |  |
| M.Phil/ Ph.D Guidance |  |  |

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| --- | --- | --- | --- | --- | --- |
|  | Odd | Lectures |  |  |  |
| Seminars/ Case study  discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and  guidance Sessions |  |  |
| UG/PG Project work  guidance |  |  |
| M.Phil/ Ph.D Guidance |  |  |
| Even | Lectures |  |  |  |
| Seminars/ Case study  discussions |  |  |
| Tutorials/ Counselling |  |  |
| Lab Practical’s Demo and  guidance Sessions |  |  |
| UG/PG Project work  guidance |  |  |
| M.Phil/ Ph.D. Guidance |  |  |
| **Actual hours spent per academic year divided by factor \*** | | | | | |
| **No. of Points (office use)** | | | | | |

***#*** *(The details provided by Faculty may be supported by Dept. Time Table, Class attendance, List of Topics of Seminar sessions, List of Practical’s, No. of Students undergone Remedial coaching/ Tutorials, etc.)*

*\*factor for Assistant Professor=7.5, Associate Professor=7.75 and Professor=7.75*

*Note: Max. Score for Assistant Professor=70, Associate Professor=60 and Professor=60*

* 1. a) Teaching related activities (over and above) [to ascertain workload as per UGC Norms]:(Attach Proofs)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Acad. Year** | **Semester** | | **Equivalent Hrs. / dissertation/ thesis/**  **record correction. etc.** | | | | | **Actual hours spent per academic year** | **Actual hours**  **spent per academic year divided by**  **factor \*** |
| UG | PG | M.Phil. | Ph.D. | Others |
|  | Odd | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
| No. of Projects works guided |  |  |  |  |  |  |  |
| No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
| No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
| Even | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
| No. of Projects works guided |  |  |  |  |  |  |  |
| No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
| No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
|  | Odd | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
| No. of Projects works guided |  |  |  |  |  |  |  |
| No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
| No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
| Even | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
| No. of Projects works guided |  |  |  |  |  |  |  |
| No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
| No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
|  | Odd | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
| No. of Projects works guided |  |  |  |  |  |  |  |
| No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
| No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
| Even | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
| No. of Projects works guided |  |  |  |  |  |  |  |
| No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
| No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
|  | Odd | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
|  | No. of Projects works guided |  |  |  |  |  |  |  |
|  | No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
|  | No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
| Even | No. of papers handled (No. of students in  each class) |  |  |  |  |  |  |  |
|  | No. of Projects works guided |  |  |  |  |  |  |  |
|  | No. of Lab based/ Internship records  guided/ Observation notes designed |  |  |  |  |  |  |  |
|  | No. of Lab based experiments set up/  Demo session Conducted |  |  |  |  |  |  |  |
| **Actual hours spent per academic year divided by factor \*** | | | | | | | | |  |
| **No. of Points (office use)** | | | | | | | | |  |

*Note 1: One hour of UG teaching: 1 Hr workload, 1 Hour of PG teaching: 1 ½ Hrs of workload, 1 hr of M.Phil/M.Tech/ Ph.D class : 2 Hrs of workload. (If number of students are more than 40 in a class: 1 ½ times Load to be taken) Project work Guidance: 1 hr per student for all programmes*. *\*factor for Assistant Professor=7.5, Associate Professor=7.75 and Professor=7.75*

*Note: Max. Score for Assistant Professor=70, Associate Professor=60 and Professor=60*

* 1. **Participation in examination and evaluation :** (Attach proofs)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sem.** | **Nature of Duty (No. of hours spent per academic year divided by factor\*)** | **Year wise** | | | |
|  |  |  |  |
| Odd | Answer Sheet Evaluation including internal assessment test (No. of subjects) |  |  |  |  |
| Question Paper Setting (No. of Subjects) |  |  |  |  |
| Invigilation Duty (No. of Sessions) |  |  |  |  |
| Evaluation of UG Project work |  |  |  |  |
| Evaluation of PG Dissertation work |  |  |  |  |
| Evaluation of M.Phil. dissertation (Nos.) |  |  |  |  |
| Evaluation of Ph.D. thesis (Nos.) |  |  |  |  |
| Even | Answer Sheet Evaluation including internal  assessment test (No. of subjects) |  |  |  |  |
| Question Paper Setting (No. of Subjects) |  |  |  |  |
| Invigilation Duty (No. of Sessions) |  |  |  |  |
| Evaluation of UG Project work |  |  |  |  |
| Evaluation of PG Dissertation work |  |  |  |  |
| Evaluation of M.Phil. dissertation (Nos.) |  |  |  |  |
| Evaluation of Ph.D. thesis (Nos.) |  |  |  |  |
| **Actual hours spent per academic year divided by factor \*** | | | | |  |
| **No. of Points (office use)** | | | | |  |

*\*factor for Assistant Professor=10, Associate Professor=10 and Professor=10*

*Note: Max. Score for Assistant Professor=20, Associate Professor=20 and Professor=10*

1.3 **Contribution to innovative teaching, new courses, etc**. **(**Attach proofs**)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Details of the Activity (No. of hours spent per academic year divided by factor\*)** | **Year wise** | | | |
|  |  |  |  |
| Use of ICT in regular classes |  |  |  |  |
| New Soft core courses floated |  |  |  |  |
| Latest development incorporated in the syllabus |  |  |  |  |
| Course Material developed for subjects thought |  |  |  |  |
| Group discussion/ Quiz / Case discussion/ Role  Plays/ Interactive Sessions developed |  |  |  |  |
| Teaching through E-Resources / E-journals |  |  |  |  |
| Discussion on recent Scientific Innovation |  |  |  |  |
| **Actual hours spent per academic year divided by factor \*** | | | |  |
| **No. of Points (office use)** | | | |  |

*\*factor for Assistant Professor=10, Associate Professor=10 and Professor=10*

*Note: Max. Score for Assistant Professor=10, Associate Professor=15 and Professor=20*

1.3. a) **Details of contribution in imparting syllabus-oriented knowledge /updating subject contents/courses. (Like preparation of Instruction Manual / Lecture Notes / Learning materials / etc.)** **(**Attach proofs**)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Nature of the Activity**  **(Mention Yes/No)** | **Year wise** | | | |
|  |  |  |  |
| Lesson Plans Prepared |  |  |  |  |
| Lecture Notes/ Course Materials prepared |  |  |  |  |
| Suggested Readings Compiled |  |  |  |  |
| Web Based Resources Complied |  |  |  |  |
| Research papers and Reprints of case study  Materials Circulated among student |  |  |  |  |
| Documentation of steps involved in conducting  Experiments/ field studies/ Questionnaires/ Lab observation records, developed. |  |  |  |  |
| **Actual hours spent per academic year divided by factor \*** | | | |  |
| **No. of Points (office use)** | | | |  |

*\*factor for Assistant Professor=10, Associate Professor=10 and Professor=10*

*Note: Max. Score for Assistant Professor=10, Associate Professor=15 and Professor=20*

**CATEGORY – II**

**PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES**

***[In accordance with UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education***

***(4th Amendment) Regulations, 2016]***

**II (A) STUDENT RELATED CO-CURRICULAR, EXTENSION AND FIELD BASED ACTIVITIES**

**(Cumulative: Assessment/Eligibility Period) (**Attach Proofs**)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(i) Discipline related co-curricular activities** (e.g. field work, study visit, student seminar, events , career counselling, placement activity etc.) | | | | | | | | | |
| **Academic Year** | **(Actual Hours spent per academic year/10)** | | | | | | | | **Score** |
| **Field**  **Work** | **Study**  **Visits** | | **Student**  **Seminar** | | **Career**  **Counselling** | | **Other**  **Events** |
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| **Total Scores** | | | | | | | | |  |
| *Field Work : Students project related Research Studies – Community outreach (3 Marks per event)*  *Study Visit : Self enhancement of knowledge in Abroad / India Participation in Educational Tour (3 Marks per event) Students Seminar : It may be inter / intra departmental (3 Marks per event)*  *Career Counselling : Towards academic and higher studies Placements, Soft skills and Communication (3 Marks per event)*  *Other Events : Which are not covered above. (3 Marks per event)*  **(ii) Other co-curricular activities** (e.g. Cultural, Sports, NSS, NCC, involvement in student welfare activity and P.G./ Research scholar forum etc.) | | | | | | | | | |
| **Academic Year** | **(Actual Hours spent per academic year/10)** | | | | | | | | **Score** |
| **Cultural** | **Sports** | **NSS /**  **NCC** | | **Student**  **Welfare activity** | | **PG/Research Scholar**  **Forum** | |
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| **Total Scores** | | | | | | | | |  |
| *Cultural : Intra University, Inter University – State level – National level (3 Marks per event)*  *Sports : District / University level / State level – National Level – International Level (3Marks per event)*  *NCC/NSS : Participation and organizing camps at National / State level like Blood donation / Clean and Green Swatch Bharat / Social Awareness Programs, etc. (3 Marks per event)*  *Students Welfare Activity : Department level / University level (3 Marks per event)*  *PG / Research Scholar Forum : Alumni Association – Department level Research Association. (3 Marks per event)* | | | | | | | | | |

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| **(iii) Extension and dissemination activities** (public/popular lectures, talks, seminars etc.) | | | | | |
| **Academic Year** | **(Actual Hours spent per academic year/10)** | | | | **Score** |
| **Public/Popular**  **Lectures** | **Public/Popular**  **Talks** | **Public/Popular**  **Seminars** | **Others activities**  **of such nature** |
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| **Total Scores** | | | | |  |
| **GRAND TOTAL {II (a)(i)+II(a)(ii)+II(a)(iii)}** | | | | |  |

*\* Popular talks in AIR / TV – Panel discussions (5 Marks per event)*

# II (B) CONTRIBUTION TO LIFE AND MANAGEMENT OF THE DEPARTMENT AND INSTITUTION THROUGH PARTICIPATION IN ACADEMIC AND ADMINISTRATIVE COMMITTEES AND RESPONSIBILITIES (Cumulative: Assessment/Eligibility Period (i.e. 8 years)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(i) Administrative Responsibilities**  (e.g. Dean / HOD / Convener, Admission work, Acting as faculty advisor, Coordinator of Refresher course in  Academic Staff College.) | | | | | | | | |
| **(Actual Hours spent per academic year/10)** | | | | | | | | |
| **Academic Year** | **Dean** | **HOD** | **Chairperson** | **Convener** | **Admission work** | **Faculty Advisor** | **Coordinator of Refresher Courses** | **Any other activity of similar nature that require regular office hrs for its discharge** |
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| **Scores** |  |  |  |  |  |  |  |  |
| **Grand Total** | | | | | | | |  |
| *\* Dean of Schools and Administrative Bodies of University (3 Marks per event)*  *HoD of the Department / Research Centres (3 Marks per event)*  *Chairperson / Convener of any Committee constituted by the University (3 Marks per event)*  *Admission Work : Co-ordinator and members of the Admission Committee (3 Marks per event)*  *Student Faculty Adviser (2 Marks per event)*  *Co-ordinator of Refresher Courses (3 Marks per event)* | | | | | | | | |

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| **(ii) Participation in Board of Studies, Academic and Administrative Committees** | | | | |
| **(Actual Hours spent per academic year/10)** | | | | |
| **Academic Year** | **Board of Studies** | **Academic Committees** | **Administrative Committees** | **Any other activity of similar nature that require regular office hrs for its discharge** |
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| **Scores** |  |  |  |  |
| **Total Scores** | | | |  |
| **GRAND TOTAL {II (b)(i)+II(b)(ii)}** | | | |  |

|  |  |  |
| --- | --- | --- |
| *Board of Studies* | *:* | *Chairperson / Member (3 Marks per event)* |
| *Academic Committees* | *:* | *Member of Court / Senate / Executive Council / Academic Council / IQAC/CDC (3 Marks per event)* |
| *Administrative Committees* | *:* | *Members of the Hostel Committee / Anti-ragging Committee / Anti-Sexual*  *Harassment Committee, etc. (3 Marks per event)* |
| *Any Other* | *:* | *Not covered above (3 Marks per event)* |

1. **(c) Professional Development Activities** (such as participation in seminars, conferences, short term courses, industrial experience, talks, lectures in refresher /faculty development courses membership of associations, dissemination and general articles and any other contribution)

# (Cumulative: Throughout the career)

|  |  |  |  |
| --- | --- | --- | --- |
| **(Actual Hours spent per academic year/10)** | | | |
| **Event** | **Organizer / Place/**  **Employer** | **Period /**  **Duration** | **Scores** |
| Participation in Conferences / Seminars / Workshops/Summer  and Winter Schools *(National – 2 Marks per event; International – 3 Marks per event)* |  |  |  |
| Refresher Courses / Training programmes *(3 Marks per event)* |  |  |  |
| Short term Courses *(2 Marks per event)* |  |  |  |
| Methodology workshop *(2 Marks per event)* |  |  |  |
| Industrial Experience – Study / Consultancy *(3 Marks per event)* |  |  |  |
| Invited Talks *(2 Marks per event)* |  |  |  |
| Lectures in Refresher Courses / Faculty Development  Courses *(2 Marks per event)* |  |  |  |
| Membership in Professional Bodies *(2 Marks per event)* |  |  |  |
| Dissemination of Academic / Research Knowledge / General  Articles *(2 Marks per event)* |  |  |  |
| Any other contribution of similar nature (Please specify)  *(2 Marks per event)* |  |  |  |
| **Total Scores** | | |  |

**SUMMARY OF API SCORES CLAIMED UNDER CATEGORY II**

|  |  |
| --- | --- |
| **Category** | **Scores** |
| II (a) |  |
| II (b) |  |
| II (c) |  |
| **Total Scores** |  |

**CATEGORY - III**

**RESEARCH / ACADEMIC CONTRIBUTIONS**

**[In accordance with UGC Regulation on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education (4th Amendment) Regulations, 2016]**

(Enclose a copy of all publications & Proof for academic contributions etc.)

1. **(A): DETAILS OF RESEARCH PAPERS PUBLISHED (Attach photocopies as proof) III (A) (i): Refereed Journals as notified by the UGC\*** (Cumulative: Throughout the career)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title of the Article** | **Author** | **Co-Authors** | **Name of the journal**  **Vol. No. & PP / Month &Year** | **Impact**  **Factor** | **Total**  **points** |
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Note: *15 points per publication. 70% to the first author and remaining 30% to be shared equally by all the other authors.*

**Refer Note (I, II) in the end of the form.**

**III (A) (ii): Other reputed Journals as notified by the UGC\*** (Cumulative: Throughout the career)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title of the Article** | **Author** | **Co-Author(s)** | **Name of the journal**  **Vol. No. & PP / Month &Year** | **Impact Factor** | **Total point** |
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Note: *10 points per publication. 70% to the first author and remaining 30% to be shared equally by all the other authors*.

**Refer Note (I, II) in the end of the form.**

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

**III (B) (i): Text / reference books by International Publishers as notified by UGC\***

(Cumulative: Throughout the career) – Attach Proof

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title of the Book** | **Author** | **Co-Author(s)** | **Name of the Publisher / Month,**  **Year** | **Total Points** |
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Note: *30 points per book for single author. 70% to the first author and remaining 30% to be shared equally by all the other*

*authors*. **Refer Note (II) in the end of form.**

**III (B) (ii): Subject books by National level publishers as identified by the UGC\* or State / Central Govt. Publications** (Cumulative: Throughout the career) – Attach Proof

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title of the Book** | **Author** | **Co-Author(s)** | **Name of the Publisher**  **/ Month, Year** | **Total Points** |
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Note: *20 points per book for single author. 70% to the first author and remaining 30% to be shared equally by all the other*

*authors*. **Refer Note (II) in the end of form.**

# III (B) (iii): Subject books by other local Publishers as identified by the UGC\*

(Cumulative: Throughout the career) – Attach Proof

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title of the Book** | **Author** | **Co-Author(s)** | **Name of the Publisher**  **/ Month, Year** | **Total Points** |
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Note: *15 points per book for single author. 70% to the first author and remaining 30% to be shared equally by all the other authors*. **Refer Note (II) in the end of form.**

**III (B) (iv): Chapters in Books published by National & International level Publishers as identified by the UGC\*** (Cumulative: Throughout the career) – Attach Proof

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title of the Book** | **Number of Chapters contributed** | **Title of the Chapter** | **Author** | **Name of the Publisher of the Book/ Month, Year** | **Total Points** |
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Note: *International: 10 points per chapter. National: 5 points per chapter*. **Refer Note (II) in the end of form.**

*70% to the first author and remaining 30% to be shared equally by all the other authors.*

# III (C): RESEARCH PROJECTS (Attach proof)

**III (C) (i): Details of Sponsored Projects** (Cumulative: Throughout the career)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Title of the Project** | **Funding Agency** | **Grant sanctioned** | **Duration** | | **Project Status completed / on-going** | **Project Type:**  **Research/ Consultancy/ Action Research** | **Policy Document** | **Total**  **points** |
|  |  |  | **From** | **To** |  |  |  |  |
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Note: ***(i)*** *Major projects of over 30 lakhs in science / engineering and above 5 lakhs in social science and languages will get 20*

*points per project* ***(ii)****Projects of 5-30 lakhs in science / engineering and 3-5 lakhs in social science, etc. will get 15 points per project* ***(iii)*** *Minor projects of 1 lakh – Rs. 5 lakhs in science / engineering and Rs.1 lakh – 3 lakhs in social science, etc. will get 10 points per project*.

**III C (ii): Details of Consultancy Projects** (Cumulative: Throughout the career)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Title of**  **the Project** | **Funding Agency** | **Grant sanctioned** | **Duration** | | **Project Status**  **completed / on-going** | **Project Type:**  **Consultancy/ Action Research** | **Policy Document** | **Total**  **points** |
|  |  |  | **From** | **To** |  |  |  |  |
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Note: *Consultancy mobilized for more than 10 lakhs in science and engineering and 2 lakhs in social science, etc. will get 10*

*points for every Rs 10 lakhs and Rs 2 Lakhs respectively.*

**III (C) (iii): Projects Outcome / Output** (Cumulative: Throughout the career)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title of the Project** | **Funding Agency** | **National**  **/International** | **Project Outcome/Outputs** | | **Total points** |
| **Details of Patents / Technology Transfer**  **/ Product / Process**  (Science &Engineering)\* | **Major Policy Documents of Central / State Govt.**  **Bodies prepared**  **(**Humanities & Management**)\*\*** |
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\* *Faculties of Science /Engineering / Agriculture / Medical / Veterinary Sciences*

*\*\* Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical Education / Management. Note: 30 points for each International/20 points for each national level output or patent or major policy document*

# III (D): RESEARCH GUIDANCE (Attach proof)

**III (D) (i): Details of M.Phil. Awarded**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Scholar** | **Title of the Dissertation** | **Name of the University** | **Month and Year** | **Total Points** |
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Note: *5 points per candidate.*

**III (D) (ii): Details of Ph.D. Awarded / submitted**

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| --- | --- | --- | --- | --- | --- | --- |
| **Name of the Scholar** | **Title of the Thesis** | **Submitted** | **Awarded** | **Name of the**  **University** | **Month and Year** | **Total Points** |
|  |  |  |  |  |  |  |
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Note: *15 points per candidate for degree awarded and 10 points per candidate for thesis submitted*

# III (E): FELLOWSHIPS, AWARDS AND INVITED LECTURES DELIVERED IN CONFERENCES / SEMINARS

**III (E) (i): Details of Awards/Fellowships**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Award /**  **Fellowship** | **Sponsoring Agency** | **International/**  **National/State/University level** | **Date, Month and Year** | **Total Points** |
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Note: *15 points for International level, 10 points for National level and 5 for State/University level per award/fellowship*

# III (E) (ii): Details of invited lectures / papers presented in Conferences / Seminars, etc.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the Programme** | **Name of Organising Agency** | **International/ National/**  **State/University level** | **Title of the Paper / Talk** | **Duration (Dates of Event)** | **Total Points** |
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Note: *7 points per lecture and 5 points per paper presented for International level, 5 points per lecture and 3 points per paper*

*presented for National level and 3 points per lecture and 2 points per paper presented for State/University level.*

*[The score under this sub-category (III (E) (ii)) shall be restricted to 20 % of the minimum score fixed for category III for any assessment period]*

**III (F): DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the subject/discipline for which e-learning resource is developed**  **(Eg. Science: Physics)** | **Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)** | **Level of Course Material (Eg. UG/PG)** | **Details of the URL/website where available or**  **if CD/DVD enclose a copy** | **Number of Modules** | **Total Points** |
|  |  |  |  |  |  |
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Note : *10 points per module. 70% to the first author and remaining 30% to be shared equally by all the other authors.*

# SUMMARY OF API SCORES CLAIMED UNDER CATEGORY III

|  |  |
| --- | --- |
| **Category** | **Scores** |
| III (A) |  |
| III (B) |  |
| III (C) |  |
| III (D) |  |
| III (E) |  |
| III (F) |  |
| **Total Scores** |  |

**SUMMARY OF API SCORES CLAIMED UNDER CATEGORY II & CATEGORY III**

**(Cumulative)**

|  |  |
| --- | --- |
| **Category** | **Scores** |
| II |  |
| III |  |
| **Total Scores** |  |

**NOTES:**

1. Wherever relevant to any specific discipline, the API score for papers in refereed journal would be augmented as follows: (i) Papers with impact factor less than 1 by5 points; (ii) Papers with impact factor between than 1 and 2 by 10 points; (iii) Papers with impact factor between than 2 and 5 by 15; papers with impact factor between than 5 and 10 by 20 points; papers with impact factor above 20 by 25 points.
2. The API for Joint Publications shall be calculated in the following manner: of the total score for the relevant category of publications by the concerned teacher, the first and principal/corresponding author/supervisor/mentor would share equally 70 % of the total points and the remaining 30% would be shared equally by all other authors.
3. \* The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-motu, recommend journals for inclusion in the “List of Journals”. However, the scrutinizing committee reserves the right to decide on the qualifying journal/publisher for the purpose of finalizing the API score for the purpose of scrutinizing.

# DECLARATION

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby solemnly certify that the information provided in this application form is true and correct to the best of my knowledge and belief.

**Place: Signature of the applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: Designation**

**Forwarded by:**

|  |  |
| --- | --- |
| **Head of the Department** | **Dean** |
| **Department of …………………** | **School of …………..………..** |