

**Application Form for promotion under Career Advancement Scheme (CAS) for teachers**

**as per UGC Regulations 2018**

**Application for promotion from Level\_\_\_\_\_\_\_ to Level \_\_\_\_\_\_\_\_\_\_\_\_**

**PART – A**

**GENERAL INFORMATION AND ACADEMIC BACKGROUND**

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|  | | **Name (in Block Letters)** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Father’s/Mother’s Name (in Block Letters)** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Date of Birth** | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | | **Category (SC/ST/SEBC/General)** | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Department** | | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | | **Current Designation with Pay Scale & Grade Pay / Level** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Date of Confirmation of Present Post (if direct appointed)** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Date of Initial Appointment and Stage with Pay Scale at VNSGU** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Position and Level applied for** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Date of Last Promotion** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Date of Eligibility for Promotion** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **Address for correspondence (with Pin Code)** | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | | **Permanent Address (with Pin Code)** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | |  |  |  |
|  | | **Telephone Number** | : | **R \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_M \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | **E-Mail** | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**16. Orientation / Refresher / Research Methodology Course etc.#**

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| --- | --- | --- | --- | --- |
| **Sr. No** | **Type of Program** | **Organizing Institute & Place** | **Period**  **From\_\_\_\_ to \_\_\_\_\_\_** | **Encl. No.** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |

# Completed course/programs from among the categories of Refresher Courses/Research Methodology course/Workshops/Syllabus Up Gradation Workshop/Teaching-Learning-Evolution/Teaching-Learning-Evaluation/Technology Programs/ faculty Development Programs of at least two weeks (ten days) duration (or completed two courses of at least one weeks(five days) duration in lieu of every single course/programs of at least two weeks(ten days) duration ); or completed MOOCs course in the relevant subject (with e-certification);

**17. Development of e-content / MOOC&**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No** | **Name of Course** | **Platform** | **No. of Modules** | **No. of Quadrants** | **Encl. No.** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |

**&** Contribution towards development of e-content in 4-quadrant (at least one quadrant) minimum if 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/contribution towards conducting of a MOOCs course during the period of assessment.

|  |  |  |
| --- | --- | --- |
| **18. Assessment Period**  **(in DDD/MM/YYYY)** | : | **From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |  |  |
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| **19. LWP during Assessment Period,**  **if any (in DDD/MM/YYYY)** | : | **From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**VEER NARMAD SOUTH GUJARAT UNIVERSITY, SURAT**

**Name of Applicant : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applied for the post of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Level \_\_\_\_\_\_\_ to Level \_\_\_\_\_\_\_\_\_\_**

**Name of College : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Academic Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Assessment Period**: / / to / /\_\_\_\_

**Table 1\***

\*Applicant needs to submit Table 1 for each academic year separately for whole assessment period.

**Assessment Criteria and Methodology for University/College Teachers**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr No** | **Activity** | | | | **Grade** | | |  |
| **1** | **Teaching1** | | | |  | | |  |
|  | **Academic Year** | **Total Classes Assigned** | **Number of Classes Taught#** | **Teaching= (Number of Classes Taught / Total Classes Assigned) X 100%** | **Claimed by the Applicant** | **Grade**  **by**  **Principal** | **Verified by the IQAC** | **\*Encl**  **No.** |
|  |  |  |  |  |  |  |  |  |

**# Classes taught includes sessions on tutorials, lab and other teaching related activities**

**1Grading Criteria: 80% & above – Good, Below 80% but 70% & above –Satisfactory, Less than 70%- Not satisfactory**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr No** | **Activity2** | **Grade** | | |  |
| **2** | **Involvement in the University Students related Activities / Research Activities:** | **Claimed by the Applicant** | **Grade**  **by**  **Principal** | **Verified by the IQAC** | **\*Encl**  **No.** |
| a | Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. |  |  |  |  |
| b | Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. |  |  |  |  |
| c | Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. |  |  |  |  |
| d | Organising seminars/ conferences/ workshops, other college/university activities. |  |  |  |  |
| e | Evidence of actively involved in guiding Ph.D students. |  |  |  |  |
| **f** | Conducting minor or major research project sponsored by national or international agencies. |  |  |  |  |
| **g** | At least one single or joint publication in peer reviewed or UGC list of Journals. |  |  |  |  |

**2Grading Criteria: Good-Involved in at least 3 activities, Not-satisfactory- Not involved/ undertaken ant of the activities. Note: Number of activities can be within or across the broad categories of activities**

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|  |  | **Grade**  **by**  **Principal** | **Verified by the IQAC** |  |
|  | **OVERALL GRADING3** |  |  |  |

**3Overall Grading:**

**Good:** Good in teaching and satisfactory or good in activity at S1.No.2.

Or

**Satisfactory:** Satisfactory in teaching and good or satisfactory in activity at S1.No.2.

**Not Satisfactory:** If neither good nor satisfactory in overall grading

**Note:**  For the purpose of assessing the grading of Activity at 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 Leaves, 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 of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantages for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leaves/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution

**PART - B**

**ACADEMIC PERFORMANCE**

**Name of Applicant : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applied for the post of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Level \_\_\_\_\_\_\_ to Level \_\_\_\_\_\_\_\_\_\_**

**Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Assessment Period \_\_/\_\_\_/\_\_\_\_\_\_\_to \_\_/\_\_\_/\_\_\_\_\_\_\_\_**

**Table 2\***

\*Applicant needs to submit Table 2 for whole assessment period. It may not be as per academic year

**Methodology for university and College Teacher for calculating Academic/Research Score**

(Assessment must be based on evidence produced by the teacher such as: Copy of publication, project   
 sanction letter, utilization and completion certificates issued by the University and acknowledgements for   
 patent filing and approval letters, students Ph.D. award letter, etc,. )

**1 Research Papers in Peer-Reviewed or UGC listed Journals**

**1.1 Research Papers in Peer-Reviewed**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title of the Article | Author | Co-  Authors | Name of the  Journal Vol. No. & pp | International  / National | Impact  factor as it published | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**1.2 Research Papers in UGC listed Journals**

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| Sr. No. | Title of the Article | Author | Co- Authors | Name of the Journal Vol. No. & pp with  **UGC Sr No.#** | International  / National | Impact factor as it published | Score  claimed by applicant | Score  Verified by IQAC | Encl. No. |
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#Applicant needs to attach page consisting of serial number of Journal as per UGC and page consisting of impact factor as per Thomson Reuters list.

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| **Category**  **III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture /**  **Medical / Veterinary**  **Sciences** | **Faculties of Languages /**  **Humanities / Arts /**  **Social Sciences / Library**  **/ Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (1) | Research  Papers published in | 08 per paper | 10 per paper | 10 per Publication |  |  |  |
| Total | | | | |  | | |

**2 Publication (other than Research papers)**

**2.a.1 Books authored which are published by International Publishers**

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| Sr.  No. | Title of the Book | Author | Co-Author(s) | Name of the  Publisher, Month, Year | ISBN /  ISSN | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**2.a.2 Books authored which are published by National Publishers**

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| Sr.  No. | Title of the Book | Author | Co-Author(s) | Name of the  Publisher, Month, Year | ISBN /  ISSN | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**2.a.3 Books authored which are published by Chapter in Edited Book**

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| Sr. No. | Title of the Book | Author | Co-Author(s) | Name of the  Publisher, Month, Year | ISBN / ISSN | Score  claimed by applicant | Score  Verified by IQAC | Encl. No. |
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**2.a.4 Books authored which are published by Editor of Book by International Publisher**

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| Sr.  No. | Title of the  Book | Name of  the Editor | Chapter  contributed | Author / Co- Author(s) | Name of  the  Publisher, Month, Year | ISBN /  ISSN | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**2.a.5 Books authored which are published by Editor of Book by National Publisher**

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| Sr.  No. | Title of the  Book | Name of  the Editor | Chapter  contributed | Author / Co- Author(s) | Name of  the  Publisher, Month, Year | ISBN /  ISSN | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**2.b Translation work in Indian and Foreign Language by qualified faculties**

**2.b.1 Chapter or Research paper**

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| Sr.  No. | Title of the  Chapter or Research paper | Name of  the Editor | Chapter  contributed | Author / Co- Author(s) | Name of  the  Publisher, Month, Year | ISBN /  ISSN | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**2.b.2 Book**

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| Sr.  No. | Title of the  Book | Name of  the Editor | Book  contributed | Author / Co- Author(s) | Name of  the  Publisher, Month, Year | ISBN /  ISSN | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**Note:** Attach front, index and back pages justifying the claim showing the ISBN/ISSN No.

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| **Category**  **III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture**  **/ Medical / Veterinary**  **Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score**  **for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (2A.) | (2A.1)  International Publishers | 12 | 12 |  |  |  |  |
| (2A.2)  National Publishers | 10 | 10 |  |  |  |  |
| (2A.3)  Chapter in Edited Book | 05 | 05 |  |  |  |  |
| (2A.4)  Editor of Book by International Publisher | 10 | 10 |  |  |  |  |
| (2A.5)  Editor of Book by national Publisher | 08 | 08 |  |  |  |  |
| (2B) | (2B.1)  Chapter or Research paper | 03 | 03 |  |  |  |  |
| (2B.2)  Book | 08 | 08 |  |  |  |  |
| Total | | | | |  |  |  |

**3. Creation of ICT mediated Teaching Learning pedagogy and content and development   
 of new and innovative course and curricula**

**3A Development of innovative pedagogy**

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| Sr. No. | Activity\* | Claimed Score | IQAC Verified Score | Encl. No. |
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**3B Design of new curricula and courses**

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**3C MOOCs**

**3C.1 Development of complete MOOCs in 4 quadrant (4 credit course)(In case of MOOCs   
 of lesser credits 05 marks/credit)**

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**3C.2 MOOCs (developed in 4 quadrant) per module/lecture**

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| Sr. No. | Activity\* | Claimed Score | IQAC Verified Score | Encl. No. |
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**3C.3 Content writer/subject matter expert for each module of MOOCs (at least one quadrant)**

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| Sr. No. | Activity\* | Claimed Score | IQAC Verified Score | Encl. No. |
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**3C.4** **Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)**

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| Sr. No. | Activity\* | Claimed Score | IQAC Verified Score | Encl. No. |
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**3D E-Content**

**3D .1 Development of e-Content in 4 quadrant for a complete courses/e-book**

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**3D .2 e-Content (Development in 4 quadrants) per module**

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| Sr. No. | Activity\* | Claimed Score | IQAC Verified Score | Encl. No. |
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**3D .3** **Contribution to development of e-content module in complete course/paper/e-book   
 (at least one quadrant)**

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| Sr. No. | Activity\* | Claimed Score | IQAC Verified Score | Encl. No. |
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**3D .4 Editor of e-content for complete course/paper/e-book**

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| Sr. No. | Activity\* | Claimed Score | IQAC Verified Score | Encl. No. |
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\* Each activity should be claimed by the applicant with supporting documents.

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| **Category**  **III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture**  **/ Medical / Veterinary**  **Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score**  **for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| 3A | Development of innovative pedagogy | 05 | 05 |  |  |  |  |
| 3B | Design of new curricula and courses | 02 per curricula/  Course | 02 per curricula/  Course |  |  |  |  |
| 3C | 3C.1  Development of complete MOOCs in 4 quadrant (4 credit course)(In case of MOOCs   of lesser credits 05 marks/credit) | 20 | 20 |  |  |  |  |
|  | 3C.2  MOOCs (developed in 4 quadrant) per module/lecture | 05 | 05 |  |  |  |  |
| 3C.3  Content  writer/subject matter expert for each module of MOOCs (at least one quadrant) | 02 | 02 |  |  |  |  |
|  | 3C.4  Course Coordinator for MOOCs (4 credit course)  (In case of MOOCs of lesser credits 02marks/  credit) | 08 | 08 |  |  |  |  |
| 3D | 3D.1 Development of e-Content in 4 quadrant for a complete courses/e-book | 12 | 12 |  |  |  |  |
|  | 3D.2  e-Content (Development in 4 quadrants) per module | 05 | 05 |  |  |  |  |
|  | 3D.3 Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) | 02 | 02 |  |  |  |  |
|  | 3D.4  Editor of e-content for complete course/paper/e-book | 10 | 10 |  |  |  |  |
| Total | | | | |  |  |  |

**4 4A Research Guidance**

**4A.1 Details of Ph.D. awarded / Thesis submitted**

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| Sr. No. | Name of the  Scholar | Title of the Thesis | Name of the  University | Month  and Year | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**4A.2 Details of M.Phil/PG Awarded**

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| Sr.  No. | Name of the  Scholar | Title of the  Thesis | Submitted | Awarded | University | Month  and  Year | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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| **(4A)** | **RESEARCH GUIDANCE** | | | | | | |
| **Category**  **III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture / Medical / Veterinary Sciences** | **Faculties of**  **Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (4A.1) | Ph.D. | 10 per degree awarded 05 per thesis submitted | 10 per degree awarded  05 per thesis submitted |  |  |  |  |
| (4A.2) | M.Phil./ PG Dissertation | 02 per degree awarded | 02 per degree awarded |  |  |  |  |

**4B Research Projects Completed**

**4B.1 More than 10 lakhs**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title of  the  Project | Funding  Agency | Grant  Sanctioned | Duration | | Project  Status  Completed  / on- going | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
| From | To |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
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**4B.2 Less than 10 lakhs**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title of  the  Project | Funding  Agency | Grant  Sanctioned | Duration | | Project  Status  Completed  / on- going | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
| From | To |  |  |  |  |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| (4B) | Research Projects Completed | | | | | | |
| Category   III | Activity | Faculty of Sciences /  Engineering / Agriculture /  Medical / Veterinary  Sciences | Faculties of Languages /  Humanities / Arts / Social Sciences / Library / Physical education / Management | Maximum score for  University / College teacher\* | Score  claimed by applicant | Score  Verified by IQAC | Encl. No. |
| (4B.1) | 4B.1 More than 10 lakhs | 10 | 10 |  |  |  |  |
|  | 4B.2 Less than 10 lakhs | 05 | 05 |  |  |  |  |
|  |  |  |  | Total |  |  |  |

**4C. Research Project Ongoing**

**4C.1 More than 10 lakhs**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title of  the  Project | Funding  Agency | Grant  Sanctioned | Duration | | Project  Status  Completed  / on- going | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
| From | To |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

**4C.2 less than 10 lakhs**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title of  the  Project | Funding  Agency | Grant  Sanctioned | Duration | | Project  Status  Completed  / on- going | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
| From | To |  |  |  |  |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **(4C)** | **Research Project Ongoing** | | | | | | |
| **Category   III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture /**  **Medical / Veterinary**  **Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (4C) | 4C.1 More than 10 lakhs | 05 | 05 |  |  |  |  |
|  | 4C.2 Less than 10 lakhs | 02 | 02 |  |  |  |  |
|  |  |  |  | Total |  |  |  |

**4D Consultancy**

|  |  |  |  |  |  |  |  |  |  |  |
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| Sr.  No. | Title of  the  Project | Funding  Agency | Grant  Sanctioned | Duration | | Project  Status  Completed  / on- going | Project  Type Research/ Consult | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
| From | To |  |  |  |  |  |
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| **(4D)** | **Consultancy** | | | | | | |
| **Category   III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture /**  **Medical / Veterinary**  **Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (4D) | Consultancy | 03 | 03 |  |  |  |  |
|  |  |  |  | Total |  |  |  |

**5. 5A Patents**

**5A.1 International**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Name of the  patents | Organizer | International /  National / State / University level | Awarded | Date | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**5A.2 National**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Name of the  patents | Organizer | International /  National / State / University level | Awarded | Date | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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| **(5A)** | **Patents** | | | | | | |
| **Category   III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture /**  **Medical / Veterinary**  **Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (5A) | 5A.1  International | 10 | 10 |  |  |  |  |
|  | 5A.2  National | 07 | 07 |  |  |  |  |
|  |  |  |  | Total |  |  |  |

**5B. \* Policy Documents (Submitted to an International body/organization like UNO / UNESCO / Word Bank / International Monetary Fund etc. or Central Government or State Government )**

**5B.1 International**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Name of the  patents | Organizer | International /  National / State / University level | Awarded | Date | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**5B.2 National**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Name of the  patents | Organizer | International /  National / State / University level | Awarded | Date | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
|  |  |  |  |  |  |  |  |  |

**5B.3 State**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Name of the  patents | Organizer | International /  National / State / University level | Awarded | Date | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
|  |  |  |  |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **(5B)** | **\* Policy Documents (Submitted to an International body/organization like UNO/UNESCO/Word Bank/International   Monetary Fund etc. or Central   Government or State Government )** | | | | | | |
| **Category   III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture /**  **Medical / Veterinary**  **Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (5B) | 5B.1  International | 10 | 10 |  |  |  |  |
|  | 5B.2  National | 07 | 07 |  |  |  |  |
|  | 5B.3  State | 04 | 04 |  |  |  |  |
|  |  |  |  | Total |  |  |  |

**5C Awards / Fellowship**

**5C.1 International**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Name of the  Fellowship / Awards | Organizer | International /  National / State / University level | Awarded | Date | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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**5C.2 National**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Name of the  Fellowship / Awards | Organizer | International /  National / State / University level | Awarded | Date | Score  claimed by applicant | Score  Verified by IQAC | Encl.  No. |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **5C** | **Awards, Fellowships** | | | | | | |
| **Category**  **III** | **Activity** | **Faculty of Sciences /Engineering / Agriculture / Medical / Veterinary Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (5C) | 5C.1 International | 07 | 07 |  |  |  |  |
| 5C.1 National | 05 | 05 |  |  |  |  |
|  |  |  |  |  |  |  |
| The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | | | |  |  |  |

**6 \*Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences/Full paper   
 in Conference Proceeding (Paper presented in Seminars/ Conference and also published as   
 full paper in Conference Proceeding will be counted only once )**

**6A International(Abroad)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Title of the  Article | Author | Co- Author(s) | Name of the Programme | Organiser | Date | International  / National / State / University level | Score  claimed by applicant | Score  Verified by IQAC | Encl. No. |
|  |  |  |  |  |  |  |  |  |  |  |

**6B International(Within Country)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Title of the  Article | Author | Co- Author(s) | Name of the Programme | Organiser | Date | International  / National / State / University level | Score  claimed by applicant | Score  Verified by IQAC | Encl. No. |
|  |  |  |  |  |  |  |  |  |  |  |

**6C National State/University**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Title of the  Article | Author | Co- Author(s) | Name of the Programme | Organiser | Date | International  / National / State / University level | Score  claimed by applicant | Score  Verified by IQAC | Encl. No. |
|  |  |  |  |  |  |  |  |  |  |  |

**6D State/University**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Title of the  Article | Author | Co- Author(s) | Name of the Programme | Organiser | Date | International  / National / State / University level | Score  claimed by applicant | Score  Verified by IQAC | Encl. No. |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **(6)** | **\*Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences/Full paper in Conference   Proceeding (Paper presented in Seminars/ Conference and also published as full paper in Conference Proceeding   will be counted only once )** | | | | | | |
| **Category**  **III** | **Activity** | **Faculty of Sciences /**  **Engineering / Agriculture / Medical /Veterinay Sciences** | **Faculties of Languages /**  **Humanities / Arts / Social Sciences / Library / Physical education / Management** | **Maximum score for**  **University / College teacher\*** | Score  claimed by applicant | Score  Verified by IQAC | **Encl. No.** |
| (6) | 6A International  (Abroad) | 07 | 07 |  |  |  |  |
| 6B  International  (Within Country) | 05 | 05 |  |  |  |  |
| 6C national | 03 | 03 |  |  |  |  |
| 6D  State/University | 02 | 02 |  |  |  |  |

Total Score Claimed by Applicant (1+2+3+4+5+6)

**Note:**

1. 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) :

i) Paper in refereed journals without impact factor - 5 Points

ii) Paper with impact factor less than 1 - 10 Points

iii) Paper with impact factor between 1 and 2 - 15 Points

iv) Paper with impact factor between 2 and 5 - 20 Points

v) Paper with impact factor between 5 and 10 - 25 Points

vi) Paper with impact factor >10 - 30 Points

(a) Two authors: 70% of total value of publication for each author.

(b) 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.

2. Joint Projects: Principal Investigator and Co-investigator would get 50% each.

**3.** Paper presented if part of edited book or proceeding then it can be claimed only once.

4. For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and

Cosupervisor. Supervisor and Co-supervisor, both shall get 7 marks each.

5. \*For the purpose of calculating research score of the teacher, the combined research score from the categories of

5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping

of thirty percent of the total research score of the teacher concerned.

6. The research score shall be from the minimum of three categories out of six categories.

**PART - C**

**OTHER RELEVANT INFORMATION**

**Name of Applicant : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applied for the post of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Level \_\_\_\_\_\_\_ to Level \_\_\_\_\_\_\_\_\_\_**

**College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please give details of any other credential, significant contributions, awards received etc. not mentioned above.

|  |  |
| --- | --- |
| Sr. No. | Particular (mention year, value etc. where relevant) |
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**Declaration**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby solemnly certify that the information provided in this application proforma is true and correct to the best of my knowledge and belief. I understand that if any of the information given by me in this application form is found to be incorrect, or I have concealed / misrepresented any information, my candidature / appointment is liable to be cancelled / terminated at any stage without assigning any reason therefor. I confirm that I shall abide by the decision(s) of the University with regard to my application / promotion.

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

**Date : Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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I certify that the information provided is correct as per records available with the university/

department and /or documents enclosed along with the application.

**Date : Signature of Principal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PART – D : SUMMARY**

**Name of Applicant : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applied for the post of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Level \_\_\_\_\_\_\_ to Level \_\_\_\_\_\_\_\_\_\_**

**College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TABLE : 1**

**ASSESSMENT CRITERIA AND METHODOLOGY FOR UNIVERSITY/COLLEGE TEACHER**

|  |  |
| --- | --- |
| **Academic Year** | **Overall Grade** |
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**TABLE 2 :**

**METHODOLOGY FOR UNIVERSITY AND COLLEGE TEACHERS FOR CALCULATING ACADEMIC/RESEARCH SCORE**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Entire Assessment Period** | **Score of Academic /**  **Research Activity** | | | | | | **Total**  **Score Claimed** |
|  | **1** | **2** | **3** | **4** | **5** | **6** |
| from to |  |  |  |  |  |  |  |
| **Total Score Claimed** |  |  |  |  |  |  |  |
| **Total Score Claimed after Capping** |  |  |  |  |  |  |  |

Note:

1. For the purpose of calculating research score of the teacher, the combined research score from the categories of “5(b). Policy Document” and “6. Invited lectures/Resource Person/Paper presentation” shall have an upper capping of thirty percent of the total research score of the teacher concerned.
2. The research score shall be from the minimum of three categories out of six categories.

|  |  |
| --- | --- |
| **Date of Eligibility / Promotion:** |  |

**PART E : MAJOR PUBLICATIONS FOR ASSESSMENT**

**Research Papers in Peer-Reviewed or UGC listed Journals**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No. | Title of the Article | Author | Co-  Authors | Name of the  Journal Vol. No. & pp with **UGC Sr No**.**#** | International  / National | Impact  factor as it published | API  Score | API Score  (for office use) | Encl.  No. |
|  |  |  |  |  |  |  |  |  |  |
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Note :

1. Minimum requirement for research paper

|  |  |  |
| --- | --- | --- |
| Sr No | Level | Minimum requirement of Research Paper |
| 1 | Level 10 to 11 | 1 |
| 2 | Level 11 to 12 | 3 |
| 3 | Level 12 to 13 A | 7 |
| 4 | Level 13 A to 14 | 10 |
| 5 | Level 14 to 15 | 10 |

2. Applicant needs to attach proof of serial number of Journal as per UGC notification.

3. Applicant needs to submit full copy of above publications in four sets.

Signature of Applicant

**VEER NARMAD SOUTH GUJARAT UNIVERSITY**



University Campus, Udhna-Magdalla Road, SURAT –7

**PART F : SYNOPSIS OF APPLICATION**

**Name : ---------------------------------------------------------Post Applied for----------------------Level----to Level-----------College-------------------------------------**

**Applied for the Post of Level ( to ) Department :**

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|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.  No | Age with  D.O.B. | Present post  & Date | Qualifications | Specializations | No. of Research Projects | Teaching  Experience | No. of  years | Research  Exp. other than MPhil. /PhD. in years | Experience from Practice in years | Publications |
|  |  |  |  UG |  |  | As Asst. Prof.  As Asso. Prof.  As Professor | \_\_\_\_\_\_  \_\_\_\_\_\_  \_\_\_\_\_\_ |  |  | Books  Articles Research Papers \_\_\_\_  Others\_\_\_\_\_  Pls specify |
|  PG | UG  PG  Total | \_\_\_\_\_\_  \_\_\_\_\_\_  \_\_\_\_\_\_ |
|  M.Phil. |  Ph.D. students awarded & \_\_ students are working   \_ M.Phil students awarded & students are working.   Attended Conference, Seminar, \_\_\_\_\_\_\_\_Workshop etc.   Attended\_\_ Refresher Course Orientation Course \_\_\_\_\_\_\_\_\_UGC Approved training programe.   Any other Pls specify : | | | | |  |  |  |  |
|  Ph.D. |
|  Other : |

Note: Please specify degree, percentage/grade/CGPA/Name of University/year of passing in qualification.

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