EMPLOYMENT NOTIFICATION FOR RECRUITMENT TO TEACHING POSITIONS
(No.18/2015)

APPLICATION FORM

This application comprises :

Part A   : Personal/academic profile

Part B   : API score indicators/self-assessments for Categories I, II and III

Part C   : Supporting data for API score self-assessments given in Part B

Part D   : Guidelines for filling up Part B

CENTRAL UNIVERSITY OF KARNATAKA

(A Central University established by an Act of the Parliament in 2009)

Part A : Personal/academic profile	FOR OFFICE USE ONLY
Sl.No.	REGN. NO.

Application Form for Teaching Posts

Advertisement No………………………………..Dated ………………

Post Applied for …………………………………………………………

School of ………………………………………………………………

Department of ……………………………………………………………

Fix your latest photograph and sign across

Particulars of Demand Draft:

Draft No. _____ **Dated** _____ **Amount**

_____ **Name of the Issuing Branch and name of the Bank** _____

Name of the Bank on which drawn _____

1. Personal details: Use CAPITAL LETTERS and write clearly

Name:						

Date of Birth:	Day	Month	Year	Age as on date of advertisement	Year	Month

Place of Birth:	City / Village:		State :	Country :

Father's Name :	English	

Mother's name:	English	

Religion: (for statistical purpose only):

Nationality :	Gender	Category	Marital Status
	Male	SC ST	Single
	Female	OBC General	Married

If physical challenged, indicate relevant particulars:	Type of Disability	Percentage of disability

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2. Contact Details of the Applicant:

Address for Correspondence	Permanent address
Name House No: Street: City: State: Pin Code:	**Name House No: Street: City: State: Pin Code:**

Email:	Phone No. (With STD Code)	Mobile No.	Fax No.

3. Educational Qualifications: Attach self-attested photocopies of documents

Encl. No.

	Name of the Board / University	Year	Marks Obtained	Maximum marks	%age of marks / CGPA with %age marks	Division	Subjects studied	
Matriculation (10th)								
Higher Secondary/ Intermediate(10+2)								
Bachelor's degree ………………………… (Name of degree)								
Master's degree …………………………_ (Name of degree)								
M.Phil. in …………………………………	**Topic of the M.Phil. Dissertation:**							
Ph.D. ………………………………			**Topic of the Thesis:**					
Any other								

Details of JRF/NET/SLET	Year Qualified	Subject
JRF		
NET		
SLET		

4. Present Assignment

Encl. No.

Designation	Employer (Name of the Organisation)	Date of Joining Date/Month/Year	Nature of Appointment (Adhoc/ Temporary/ Permanent/ Contractual

Basic Pay p.m. (Rs.)	Pay Band (Rs.)	GP/AGP (Rs)	Gross Salary p.m. (Rs.)	Increment Date (Date/Month)

- What has been your important/unique contribution(s) in the present assignment:

5. Past Work Experience (Please start from first appointment to the present position). Add additional rows, if needed.

Encl. No.

Post held	Pay Scale/ Band	Basic Pay p.m. (Rs)	Gross Salary p.m.	Employer (Name & address of the Organisation)	Experience			Nature of assignment
					From	To	Total Experience in Years/ Months	

• Total Teaching Experience in years on the date of advertisement	Years of Teaching Experience of PG classes only	Years of Teaching Experience of UG classes only	Years of Teaching Experience of UG and PG classes Together	Encl. No.

• What have been your important/unique contribution(s) in the previous assignment:

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6. Research Experience after obtaining Ph.D.:

Position held	Emoluments (per month)	Name of the University/Institution	Period of work			Encl. No.
			From	To	No. of years	

7. Details of Publications: (Number of Publications) Attach copies

Sr. No.	Type of Publications	Published	Accepted	Communicated	Encl. No.
1	Reference Books with ISBN No.				
2	Text Books with ISBN No.				
3	Edited Books with ISBN No.				
4	Research Papers in refereed international journals with ISSN NO.				
5	Research Papers in refereed national journals with ISSN NO.				
6	Papers in other international journals with ISSN NO.				
7	Papers in other national journals with ISSN NO.				
8	Chapters in edited books with ISBN No.				
9	Articles in national magazines/newspapers				
10	Articles in regional/local magazines/newspapers				
11	Papers presented in International Seminars/conferences				
12	Papers published in proceedings of international seminars/conference				
13	Papers presented in national seminars/conferences				
14	Papers published in proceedings of national seminars/conference				

Important Note:
Please furnish details of each publication clearly mentioning the title, co-authors, publisher, journal, volume, issue, impact factor of the articles/papers and year of publication

8. Research Projects Completed (Insert additional rows, if necessary):

Title of the Project	Name of the Funding Agency	Amount	Duration		Encl. No.
			From	To	

9. Research Projects Ongoing (Insert additional rows, if necessary):

Title of the Project	Name of the Funding Agency	Amount	Duration		Encl. No.
			From	To	

10. Details of the Orientation Programmes /Refresher Courses/ Summer Schools attended (Insert additional rows, if necessary)

Encl. No.

Name of the Programme	Year	Duration (in days)	Organising Institution	

11. Details of Conferences/Seminars/Workshops attended: (Insert additional rows if necessary)

Name of the Seminar/Conference/Symposia,etc.	Name of the Organiser	Year	Duration in Days	Presented Paper	Key Note Speaker/ Chaired Session	

12. Details of the Lectures Delivered

Topic	Year	Event	Place	

13. Consultancy Work undertaken (Attach additional sheet if needed): Encl. No.

Name of the Organisation	Nature of Consultancy	Amount	Duration		
			From	To	

14. Proficiency in Computing: (on a scale of 1 -10, where 10 =the most proficient) Encl. No.

Windows based Packages	Proficiency	Statistical/ Mathematical Packages	Proficiency	Others (Pl. specify)	Proficiency	
Words		SPSS				
Excel		MatLab				
Power Point		e-View				
Access						
Outlook						

15. Languages Known	Spoken		Written	

16. Details of Foreign Visits: Encl. No.

Countries visited	Purpose of visit	Duration			Period	
		From	To	Total		

17. Membership of Professional Bodies, Societies, etc. (Insert additional rows, if necessary)	Encl. No.

18. Awards /Honours/any other academic distinction (Insert additional Rows if necessary)	Encl. No.

19. Participation in Extension work/community services (Attach additional sheet if needed):	Encl. No.

20. Participation in Corporate Life (Contribution to the institution you served in the matter of co-curricular activities, enrichment of campus life, students' welfare, etc.	Encl. No.

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21. Any other Experience/Achievements/ Qualifications relevant to the post applied for :	Encl No.

22. References: Please provide names of three persons who are not related and are familiar with the work/professional experience/accomplishments

	1	2	3
Name and address			
Contact Address			
Email:			
Phone (landline) With STD Code:			
Mobile Phone no.			
Fax with STD code			

23. Declaration

I,_____son/daughter of _____ _____
hereby declare that all the entries made by me in this application are true and correct to the best of my knowledge. If anything is found false or incorrect at any stage, my candidature / appointment may be cancelled by the university without assigning any reason thereof.

Signature of the applicant

_____
Name in Capital letters

Date:_____   Place_____

(Unsigned application is liable to rejection)

24. Endorsement by the EMPLOYER

(In case of in-service candidates, whether in permanent/contract/temporary capacity, the application must be endorsed/forwarded by the Head of the Department/Employer. Otherwise the application is liable to be rejected.)

Forwarded to the Central University of Karnataka, Gulbarga – 585106

The applicant Dr./Mr./Mrs/Ms._____, who has submitted this

application for the post of_____in the Central University of K a r n a t a k a, has been

working in this organization namely _____ in the post of

_____ in a temporary / contract/ permanent capacity with effect from

_____in the Scale of Pay/Pay Band of `._____. He /She is drawing a

basic pay of `_____His / Her next increment is due on_____.

Further, it is certified that no disciplinary/vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application being considered by the Central University of K a r n a t a k a,

(Signature of the forwarding officer)

Name: _____

Designation:_____

Place: _____

Date: _____

(Seal)

25. Checklist of Documents Enclosed

Sl. No	Documents	Encl.No
1.	Matric/ Secondary/High School (10th Class) Marks Sheet	
2.	Matric/Secondary/High School (10th Class) Certificate	
3.	Sr. Secondary/Intermediate (12th Class) Marks Sheet	
4.	Sr. Secondary/Intermediate (12th Class) High School Certificate	
5.	Bachelor's Degree Marks Sheet	
6.	Bachelors' Degree	
7.	Master's Degree Marks Sheet	
8.	Master's Degree	
9.	M. Phil. Marks Sheet	
10.	M. Phil Degree	
11.	Ph. D. Degree	
12.	NET/SET	
13.	Category certificate (OBC category certificate not older than six months)	
14.	Experience Certificate(s) from previous employers	
15.	Endorsement from the present employer	
16.	DD for the application fees (in original)	
17.	API Score Sheet	
18.	Any other	

List of Documents be checked & ticked properly. Any lapse on this account is liable for rejection of your form.

API SELF-ASSESSMENT PROFORMA ON PERFORMANCE-BASED APPRAISAL SYSTEM
(to be submitted by every applicant as per UGC Regulations - 2010, 2013)

Minimum API Score Required for Direct Recruitment of Professor	Consolidated API score of 400 Points from Category III of API
Minimum API Score Required for Direct Recruitment in Associate Professor	Consolidated API Score of 300 Points from Category III of API

CATEGORY I :
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Explanation : *Based on the teacher's self-assessment, API scores are proposed for*
(a) Teaching related activities;
(b) Domain knowledge;
(c) Participation in examination and evaluation;
(d) Contribution to innovative teaching, new courses etc.
The minimum API score required by teachers from this category is 75. The self assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

Sl. No	Nature of Activity	Max. admissible Score	#Self-assessment Score (to be filled by applicant)	Verified API Score (for official use)	Encl. No.
1	Lectures, seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated	50			
2	Lectures or other teaching duties in excess of the UGC norms	10			
3	Preparation and Imparting of knowledge instruction as per curriculum; syllabus enrichment by providing additional resources to students	20			
4	Use of participatory and innovative teaching learning methodologies; updating of subject content, course improvement etc.	20			
5	Examination duties (Invigilation; question paper setting, evaluation/ assessment of answer scripts) as per allotment.	25			
	Total Score	125			
	Minimum API Score Required	75			

 # See "Part D : Guidelines for filling up Part B"; supporting data to be entered in Part C

(Signature of Applicant)

CATEGORY II :
CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by Candidate for eligibility is 15. A list of items and proposed scores is given below. It will be noticed that all Candidates can earn scores from a number of items, whereas some activities will be carried out only by one or a few Candidates. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all Candidates. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

Sl. No.	Nature of Activity	Max. admissible Score	#Self-assessment Score (to be filled by applicant)	Verified API Score (for official use)	Encl. No.
1	Student related co-curricular, extension and field based activities (such as extension work through NSS / NCC and other channels, cultural activities, subject related events, advisement and counselling)	20			
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15			
3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15			
	Total Score	50			
	Minimum API Score Required	15			

 # See "Part D : Guidelines for filling up Part B"; supporting data to be entered in Part C

(Signature of Applicant)

CATEGORY-III:
RESEARCH AND ACADEMIC CONTRIBUTIONS

Explanation: *Based on the candidate's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by candidate from this category is different for different levels of post. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.*

Sl. No.	Contributions qualifying for API	Sciences	Languages/Arts/ Humanities/Social Sciences	API Scores			Encl. No.
				Max admissible	As per self-assessment	Verified API score	
III (A)	Research Papers (in Journals, Conf. Proceedings etc.)	Total number of papers in Refereed Journals = N		15/paper	$N \times 15$ =		
		*Papers in indexed journals, out of $N = N_1$		5/paper	$N_1 \times 5$ =		
		*Papers with impact factor between 1 and 2, out of $N = N_2$		10/paper	$N_2 \times 10$ =		
		*Papers with impact factor between 2 and 5, out of $N = N_3$		15/paper	$N_3 \times 15$ =		
		*Papers with impact factor between 5 and 10, out of $N = N_4$		25/paper	$N_4 \times 25$ =		
		*Papers in non-refereed, but recognized and reputable journals/periodicals, having ISBN/ISSN numbers, out of $N = N_5$		10/paper	$N_5 \times 10$ =		
		*Papers as full papers in Conference proceedings, etc. (Abstracts not to be counted) = N_6		10/paper	$N_6 \times 10$ =		
	Total of III (A)						
	API Cap for III (A) = 30% of total verified API score in Category III						

Wherever relevant to any specific discipline, the API score for paper in refereed journal are to be augmented as follows: (i) indexed journals -- by 5 points; (ii) papers with impact factor between 1 and 2 -- by 10 points; (iii) papers with impact factor between 2 and 5 -- by 15 points; (iv) papers with impact factor between 5 and 10 -- by 25 points.

If a paper presented in Conference/Seminar is published in the form of Proceedings, the API score points would accrue for the publication under III (A) and not under III (E)(ii).

API scores for joint publications are to be calculated in the following manner : Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

Sl. No.	Contributions qualifying for API	Sciences	Languages/Arts/ Humanities/Social Sciences	API Scores			Encl. No.
				Max admissible	As per self-assessment	Verified API score	
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system a)No. of sole author book(s) = M_1 b)No. of chapter(s) in edited book(s) = M_2		50 /sole author book; 10/Chapter in an edited book	M_1 x 50 = M_2 x 10 =		
		Subjects Books by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers a) No. of sole author book(s) = M_3 b) No. of Chapter(s) in edited book(s) = M_4		25 /sole author; 5/Chapter in an edited book	M_3 x 25 = M_4 x 5 =		
		Subject Books by other local publishers with ISBN/ ISSN numbers a)No. of sole author book(s) = M_5 b)No. of Chapter(s) in edited book(s) = M_6		15 /sole author book; 3/Chapter in edited book	M_5 x 15 = M_6 x 3 =		
		Chapters contributed to edited knowledge based volumes published by International Publishers No. of Chapter(s) = M_7		10/Chapter	M_7 x 10 =		
		Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ISSN numbers & with numbers of national & international directories No. of Chapter(s) = M_8		5/Chapter	M_8 x 5 =		
		Total of III (B)					
		API Cap for III (B) = 25% of total verified API score in Category III					

III (C)	RESEARCH PROJECTS *(Max. Score: 20 % of the total verified API score in Category III)*						Encl No.
Sl. No.	APIs	Sciences	Languages/ Arts / Humanities / Social Sciences	Max. points for University teacher position			
				API Score allotted	Self appraisal Score	Verified API Score	
III (C) (i)	Sponsored Projects carried out/ ongoing	Major Projects -- amount mobilized with grants :					
		above 30 lakhs : No. of Project(s) = P_1	above 5 lakhs : No. of Project(s) = P_1	20 / Project	P_1 x 20 =		
		Major Projects -- amount mobilized with grants					
		above 5 lakhs up to 30 lakhs : No. of Project(s) = P_2	Min. Rs. 3 lakhs up to Rs. 5 lakhs : No. of Project(s) = P_2	15 / Project	P_2 x 15 =		
		Minor Projects -- amount mobilized with grants					
		above Rs. 50,000 up to Rs. 5 lakhs : No. of Project(s) = P_3	above Rs. 25,000 up to Rs. 3 lakhs : No. of Project(s) = P_3	10 / Project	P_3 x 10 =		
III (C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with		10/ every Rs.10 lakhs and Rs.2 lakhs respectively	R x 10 =		
		min. of Rs.10 lakhs : No. of projects = R	min. of Rs.2 lakhs : No. of projects = R				
III (C) (iii)	Completed projects : Quality Evaluation	Completed project ; Report accepted by funding agency		20/major project	Q_1 x 20 =		
		No. of completed & accepted Major project (s) = Q_1					
		No. of completed & accepted Minor project(s) = Q_2		10/ minor project	Q_2 x 10 =		
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/Product / Process	Major Policy document of Govt. Bodies at Central and State Level	output or patent			
		No. of national level output = O_1		30 /natl.level	O_1 x 30 =		
		No. of international level output = O_2		50/intl. level	O_2 x 50 =		
				Total of III (C)			
	API Cap for III (C) = 20% of total verified API score in Category III						

(Signature of Applicant)

III (D)	**RESEARCH GUIDANCE** *Max. Score: 10 % of the total verified API score in Category III)*						Encl No.
Sl. No.	APIs	Sciences	Languages/ Arts / Humanities / Social Sciences	Max. points for University teacher position			
				API Score allotted	Self appraisal Score	Verified API Score	
III (D) (i)	M.Phil.	Degree awarded; No. of Candidates = D_1		3/candidate	$D_1 \times 3 =$		
III (D) (ii)	Ph.D.	Degree awarded; No. of Candidates = D_2		10/candidate	$D_2 \times 10 =$		
		Thesis submitted; No. of Candidates = D_3		7/ candidate	$D_3 \times 7 =$		
				Total of III (D)			
	API Cap for III (D) = 10% of total verified API score in Category III						

(Signature of Applicant)

III (E)	TRAINING COURSES AND CONFERENCE /SEMINAR/ WORKSHOP PAPERS *(Max. Score: 15 % of the total verified API score in Category III)*						Encl. No.
Sl. No.	APIs	Sciences	Languages/ Arts / Humanities / Social Sciences	Max. points for University teacher position			
				API Score allotted	Self appraisal Score	Verified API Score*	
III (E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes	Not less than two weeks duration : No. of Programme(s) = T_1		20 each	T_1 x 20 =		
		One week duration ; No. of Programme(s) = T_2		10 each	T_2 x 10 =		
III (E) (ii)	Papers in Conferences/ Seminars/ workshops etc. (that are not included in III (A) or III (E) (i & iii)	Participation and Presentation of research papers (oral/poster) in					
		International conference : No. of Papers = C_1		10 each	C_1 X 10 =		
		National conference : No. of Papers = C_2		7.5 each	C_2 X 7.5 =		
		Regional /State level conference : No. of Papers = C_3		5 each	C_3 X 5 =		
		Local/ University/ College level conference No. of Papers = C_4		3 each	C_4 X 3 =		
III (E) (iii)	Invited lectures or presentations for conferences/ symposia	International lecture (s) and/or Presentation(s) = L_1		10 each	L_1 X 10 =		
		National lecture (s) and/or Presentation(s) = L_2		5 each	L_2 X 5 =		
	Total of III(E)						
	API Cap for III (E) = 15% of total verified API score in Category III						

(Signature of Applicant)

IV. SUMMARY OF API SCORES

Sl. No.	Criteria	Total API Score	Encl. No.
I	**Teaching, learning and Evaluation related activities**		
II	**Co-curricular, Extension, Professional Development related activities.**		
III	**Research and Academic Contributions (III)**		
	API Cap for III (A) = 30% of total verified API score in Category III		
	API Cap for III (B) = 25% of total verified API score in Category III		
	API Cap for III (C) = 20% of total verified API score in Category III		
	API Cap for III (D) = 10% of total verified API score in Category III		
	API Cap for III (E) = 15% of total verified API score in Category III		
IV	**Total for III**		

CATEGORY I :
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I.   Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

Sl. No.	Course/Paper	Level	Mode of teaching*	Hours per week allotted	% of classes taken as per documented record	Encl. No.
Sl. No.	Activity		API Score			
(a)	Classes Taken (**max score: 50** for 100% Performance & proportionate score up to 80% performance, below which no score may be given)					
(b)	Teaching Load in excess of UGC norm (**max score: 10**)					

Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

II. Reading/ Instructional material consulted and additional knowledge resources provided to students

Sl. No.	Course/Paper	Consulted	Prescribed	Additional Resource provided	Encl. No.
1					
2					
3					
4					
API score based on preparation and imparting of knowledge/ instruction as per curriculum & syllabus enrichment by providing additional resources to students (**max score: 20**)				**API Score**	

III.   Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Contents, Course Improvement etc.

Sl. No.	Short Description	API Score	Encl. No.
1			
2			
3			
	Total (max Score: 20)		

IV. Examination Duties Assigned and Performed

Sl. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out(%)	API Score	Encl. No.
	(Invigilation – 10 points; Evaluation of answer scripts – 5 points; Question paper setting – 5 points).				
	Evaluation responsibilities for internal/continuous assessment work as allotted				
	Total (max Score: 25)				

CATEGORY II :
CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Please mention your contribution to the following:

Sl. No.	Type of Activity			Encl. No.
	i) Field studies/educational tours	Average Hrs/ week	API Score	
	Student -related Socio-cultural and Sports Programmes, Campus Publications (University level 5 points each)			
	Total (max score: 20)			
	ii) Contribution to Corporate Life and management of the Institution	Yearly/Semester wise responsibilities	API Score	
	Meetings, popular lectures, subject related events, articles in college magazine and University volumes			
	Institutional Governance responsibilities			
	Participation in admission committee, campus development.			
	Total (max score : 15)			
	iii) Professional Development Activities	Yearly/ Semester wise responsibilities		
	Membership in profession related committees at state and national level At national level : 3 points each At state level : 2 points each			
	Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 points)			
	Membership / participation in State / Central Bodies / Committees on Education, Research and National Development (Each activity: 5 points)			
	Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; televisions programmes etc.(Each activity: 1 point)			
	Total (max score : 15)			
	Total (i+ii+iii) (max score : 50)			

CATEGORY-III:
RESEARCH AND ACADEMIC CONTRIBUTIONS

(A) (i) Research Papers in Journals

Sl. No.	Title with page no.	Name of the Journal	ISSN/ISBN No.	Whether peer reviewed? Impact Factor, if any	No. of co-author (s)	Whether you are the main author	API Score	Encl. No.
1								
2								
3								
4								
5								
6								

(A) (ii) Research Papers in Conference Proceedings

Sl. No.	Title with page nos.	Details of Conference Publication	ISSN/ISBN No.	No. of co-authors	Whether main/co-author	API Score	Encl. No.

(B) (i) Research Publications (Books)

Sl. No.	Title with page no.	Books, Title, Editor & Publisher	ISSN/ISBN No.	Whether peer reviewed? Impact Factor, if any	No. of co-author (s)	Whether you are the main author	API Score	Encl. No.

(B) (ii) Books published as sole author or as editor

Sl. No.	Title with page no.	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed? Impact Factor, if any	No. of co-author (s)	Whether you are the main author	API Score	Encl. No.

(C) (i) Sponsored Projects – Carriedout/on-going

Sl. No.	Title	Funding Agency	Period	Amount mobilised in Rs.	API Score	Encl. No.

(C) (ii) Consultancy Projects - Carried out/on-going

Sl. No.	Title	Funding Agency	Period	Amount mobilised in Rs.	API Score	Encl. No.

(C) (iii) Completed Projects : Quality Evaluation

Sl. No.	Title	Funding Agency	Period	Amount mobilised in Rs.	Major/Minor Projects	API Score	Encl. No.

(C) (iv) : Projects outcome/output/patent

Sl. No.	Title	Funding Agency	Period	Amount mobilised in Rs.	National/ International level output/ patent	API Score	Encl. No.

III (D) Research Guidance

Sl. No.	Number Enrolled	Thesis Submitted	Degree awarded	Supervisor/Jt. Supervisor	API Score	Encl. No.

III (E) Training Courses ad Conference/Seminar/Workshop/Papers

Sl. No.	Programme	Duration	API Score	Encl. No.
III (E) (i)	Refresher courses, training, teaching-learning evaluation, faculty development programmes, etc.			

Sl. No.	Nature of the programme	Intnl./Natnl/ Regnl/State	API Score	
III (E) (ii)	Papers in Conferences/Seminars/Workshops not included in III (A) – Participation and presentation of oral/poster paper			

III (E) (iii) Invited Lectures/Presentations in Conferences/Symposia

Sl. No.	Title of Conference/ Seminar etc.	National	International	No. of lectures/ presentations	API Score	Encl. No.

OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions not mentioned earlier

Sl. No	Details (Mention Year, value etc. wherever relevant)	Encl. No.

LIST OF ENCLOSURES: (*Please attach, copies of certificates, sanction orders, papers etc. wherever necessary*)

1	6
2	7
3	8
4	9
5	10

I certify that the information provided is correct as per records documents enclosed along with the duly filled up API p*roforma.*

Signature of the candidate
Designation, Place & Date

I certify that the information provided is correct as per records available with the university and/or documents enclosed along with the duly filled API *proforma*.

Signature of HoD/School Chairperson/Principal
Place & Date

Part B of the Application Form is based on Appendix-III, Table 1 of the UGC Regulations - 2010, 2013.

For each category, even though several avenues of activities and their API scores are given to provide choice/opportunity to the teacher, the maximum limit of scores that can be given or carried forward under the respective category is indicated at the respective place.

The self-assessment scores are subject to verification by the Screening/Verification Committee or Selection Committee of the University.

CATEGORY I :
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I.1
Lecture/Seminars/Practicals/Tutorials/Contact classes taken should be based on verifiable records.
No score should be assigned if a teacher has taken less than 80% of the assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements have been made.
Maximum score of 50 if there is 100% performance.

I.2
If a teacher has taken classes exceeding UGC norm, two points to be assigned for each extra hour of classes/credit
Maximum score of 10 if there is 100% performance.

I.3
Imparting of knowledge/instruction as per curriculum with the prescribed material (Text book/Manual etc)
Max Score: 10
Syllabus enrichment by providing additional resources to students
(100% compliance = Max Score : 20

I.4

Indicators/Activities	Maximum Score
Updating of courses, design of curriculum,	10
Participatory and innovative teaching-learning process with materials for problem based learning, case studies, group discussions etc.	10
Use of ICT in Teaching-Learning process with commuter aided methods like PowerPoint / Multimedia/Simulation/Software etc., (Use of any one of these in addition to Chalk and Board: 5 points)	10
Developing and imparting Remedial/Bridge Courses (Each activity: 5 points)	10
Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5points)	10
Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5points)	10
Organising and conducting of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop /Training course : 10 points each (b) Popularization program : 5 points each	10
Maximum Aggregate Limit	**20**

I.5 Examination Related Work

Indicators Max. score

College/University end semester/Annual Examination work as per duties allotted. (Invigilation – 10 points; Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20)	20
College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points)	10
Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points	10
Maximum Aggregate Limit	**25**

CATEGORY II :
CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

II.1 Co-curricular, extension and field based activities Indicators — Max. score

Indicators	Max. score
a. Institutional Co-curricular activities for students such as field studies/educational tours, industry – implant training and placement activity (5 points each)	10
b. Positions held/Leadership role played in organization linked with Extension Work and National Service Scheme (NSS), NCC, NSO or any other similar activity (Each activity 10 points)	10
c. Students and Staff Related Socio-cultural and Sports Programmes, Campus Publications (Departmental level 2 points each, University/College level 5 points each)	10
d. Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper; flood or, drought relief, small family norms etc. (5 points each)	10
Maximum Aggregate Limit	**20**

II.2 Contribution to Corporate Life and Management of the Institution

Indicators	Max. score
a. Contribution to Corporate life in University/ College through meetings, popular lectures, subject related events, articles in college magazine and University volumes (2 points each)	10
b. Institutional Governance responsibilities like, Dean, Director, HOD, Warden, IQAC Director/Co-coordinator, Proctor, Coordinator SSA or any other additional responsibility etc(10 points each)	10
c. Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee etc(5 points each)	10
d. Responsibility for, or participation in committees for Students Welfare, Counselling and Discipline (5 points each)	10
Maximum Aggregate Limit	**15**

II. 3 Professional Development Related Activities

Indicators / Activities	Max.score
a. Membership in profession related committees at state and national level i) At national level : 3 points each ii) At state level : 2 points each	10
b. Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 points)	10
c. Participation in short term training courses of less than one week duration in educational technology, curriculum development, professional development, examination reforms, institutional governance (Each activity : 5 points)	10
d. Membership / participation in State / Central Bodies / Committees on Education, Research and National Development (Each activity: 5 points)	10
e. Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; televisions programmes etc.(Each activity: 1 point)	10
Maximum Aggregate Limit	**15**

CATEGORY-III:
RESEARCH AND ACADEMIC CONTRIBUTIONS

This is to be rolled as per Appendix III Table-I, Category III of the UGC Regulations 2010.
The API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication III (a) and not under presentation III (f)(ii)).

The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.