Form : A (Faculty/ CAS /2010-2016)

CENTRAL UNIVERSITY OF KARNATAKA
Kalaburagi, Karnataka

Application form for promotion under UGC/Career Advancement Scheme (CAS) for teachers in all Departments / Schools of Central University of Karnataka (As per UGC 2010 regulations and subsequent amendments)

For promotion: Assistant Professor **Stage 1** to Assistant Professor **Stage 2,** Assistant Professor **Stage 2 to** Assistant Professor **Stage 3**, Assistant Professor **Stage 3** to Associate Professor **Stage 4** & Associate Professor **Stage 4** to Professor **Stage 5** and Professor to Senior Professor **Stage 6.**

Application for promotion from stage _____ to Stage _____

Name: _____

Centre _____

School: _____

Notification Reference No. _____ **Date:** _____

Paste Self-attested Recent Passport Size Photograph

Date of Appointment: _____ **Date of Confirmation:** _____

Period of Service in previous organization if any   From _____**to** _____

Period of Assessment for promotion: From _____ **to** _____

Date of appearing before the last selection committee (if appeared) _____

Total API Score calculated as per Annexure 3:_____

NOTE: The API scores claimed by the applicant must be based on objectively verifiable criteria, and supported with documentary evidence. API scores that cannot be verified will not be considered. PLEASE READ THE INSTRUCTIONS FOR EACH CATEGORY CAREFULLY, AND FOLLOW THEM.

PART – A

GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.	Name (in Block Letters)	:
2.	Category	:
3.	Father's Name (in Block Letters)	:
4.	Mother's Name (in Block Letters)	:
5.	Date of Birth and Age	:
6.	Gender	:
7.	Nationality	:
8.	Category (SC/ST/OBC/General)	:
9.	Current Designation	:
10.	Current Pay Scale & Grade Pay	:
11.	Date of Confirmation of Present Post	:
12.	Date of Initial Appointment and Stage with Pay Scale at CUK	:
	Position, Stage &Grade Pay applied for	:
13.	Date of Last Promotion	:
14.	Date of Eligibility for Promotion	:
	Address for correspondence (withPin Code)	:
15	Permanent Address (with Pin Code)	:
16	Mobile Telephone Number	:
	Landline Telephone Number (with code)	:
17	E-Mail ID	:

18. Academic Qualifications (Graduation onwards):

Qualifications	Department & University	Year of Passing	Marks Obtained /Out of Or CGPA Grade	Class with Percentage
Graduate Degree (UG)				
Post Graduate Degree (PG)				
M. Phil.				
Ph.D./D.Phil.				
D.Sc./D.Litt.				
Other Degrees (if any)				

19. Record of academic service prior to joining The Central University of Karnataka (Please attach relevant certificates of service experience)

Institution	Designation	Nature of appointment (Regular/ Fixed term/ Temporary/ Ad-hoc/ Part-time)	Nature of Duties	Pay-Scale / Pay band and AGP	Period /		Experience		Required minimum qualification for the post	Highest degree obtained at the time of appointment	Remarks
					From	To	Years	Months			

20.   Record of service in The Central University of Karnataka from Date of joining as regular teacher

Stage	Designation	Pay Scale and AGP	Period		Experience		Encl. No.	Remarks
			From (dd/mm/yyyy)	To (dd/mm/yyyy)	Year	Month		
Stage I								
Stage II								
Stage III								
Stage IV								
Stage V								
Please clearly specify the period of Leave Without Pay (LWP)								

21. Teaching Experience: P.G. Classes (in Years) : _____Period: From_____ to_____

ii. **Integrated :IMA/IMSc(in years) :** ---------Period from -------------to -------------

iii.**U.G. Classes (in Years)** : _____Period from _____to_____

iv. **PhD course work : :** _____Period from _____to_____

24. Research Experience

M.Phil. (in years) : ---------Period from -------------to -----------

Ph.D. (in Years)   : _____Period from _____to_____

i. **Total Number of years (excluding period of MPhil/PhD)** :_ ____
 : Period : Date from …….. to …………

ii. **Post Doc Experience**

Research Topic	Duration (Date)	Name of the Sponsoring Institutes	Encl. No.
(1)	(2)	(3)	

iii. **Total No. of papers Published: i International Journals ………….**
   ii. National Journals   ………….
   Total ……………….
   (Not Abstract but Full paper only)

iv. **Total No. of Conferences/Seminars/Workshops Attended and papers presented**
   i. International : Attended ………attended and papers presented………
   ii. **National :** Attended ………attended and papers presented………
   iii. **State Level :** Attended ………attended and papers presented………
   Total : Attended ………attended and papers presented………

25. Awards /Prizes/Honors/Recognitions:

1. _____

2. _____

3. _____

4. _____

26. Fields of Specialization in the Subject/Discipline
a)

b)

27.   Orientation/Refresher Course attended (: (Attach certificates)

Sr. No	Particulars	Place	Duration	Sponsoring Agency	Encl. No.
01					
02					
03					

28. Any other Training Program/Summer School / Workshops/ QIP/ FIP etc attended: (Attach certificates)

Sr. No	Particulars	Place	Duration	Sponsoring Agency	Encl. No.
01					
02					
03					

29. Your vision for the Department :

_____
_____
_____
_____

30. Your contribution to the Department :

_____
_____
_____
_____
_____

31. Future Academic Development Plan for self as well as Department:

_____
_____
_____
_____
_____
_____**3**

32. Any other relevant information:

_____
_____
_____

PART - B

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation/selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightage without changing the minimum total API scores required under this category.

CATEGORY-I : TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES *

(Exemption from scoring under Category I upto the date of notification of UGC Regulations 2018)

a.   **Direct Teaching** (Lectures, Seminars, Tutorials, Practicals, Project supervision, field work Contact hours (Give semester-wise details, wherever necessary)

SR. NO.	ACADEMIC YEAR	ACTUAL HOURS	ACTUAL SCORE = ACTUAL HOURS $\div 7.5$ OR 7.75**	MAXIMUM API SCORE	REMARKS	*ENCL. PAGE NO.

(Add as above for the assessment period)

b.   **Examination Duties**

SR. NO.	ACADEMIC YEAR	NATURE OF DUTY	ACTUAL HOURS SPENT PER YEAR	ACTUAL SCORE = ACTUAL HOURS $\div 10$	MAXIMUM API SCORE	REMARKS	*ENCL. PAGE NO.

c.   **Innovative Teaching**

SR. NO.	ACADEMIC YEAR	NATURE OF DUTY	ACTUAL HOURS SPENT PER YEAR	ACTUAL SCORE = ACTUAL HOURS SPENT PER YEAR $\div 10$	MAXIMUM API SCORE	REMARKS	*ENCL. PAGE NO.

* Should be claimed by the applicant with supporting documents.

** For Associate Professor& Professor.

Summary of Total API Score obtained for Category I (a+b+c)								
Year	API Score						Total (API) (a+b+c)	
	a Claimed	IQAC use	b Claimed	IQAC use	c Claimed	IQAC use	Claimed	IQAC use
Points after IQAC Assessment Based on Documentary Evidence Provided								

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES[*]

SR. NO.	NATURE OF ACTIVITY	ACADEMIC YEAR	ACTUAL HOURS SPENT PER YEAR	ACTUAL SCORE: ACTUAL HOURS SPENT PER YEAR $\div$ 10	API SCORE (MAX: 15)	REMARKS	*ENCL. PAGE NO.
a	Student related co-curricular, extension and field based activities						
B	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.						
C	Professional Development activities						

* Should be claimed by the applicant with supporting documents.

Summary of Total API Score obtained for Category II (a+b+c)								
Year	API Score						Total (API) (b and c)	
	a Claimed	IQAC use	b Claimed	IQAC use	c Claimed	IQAC use	Claimed	IQAC use
Points after IQAC Assessment Based on Documentary Evidence Provided								

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

(A) RESEARCH PAPERS PUBLISHED IN:

A.1 Research Publications (Papers / Articles in Refereed Journals as notified by UGC)

SR. NO.	TITLE	NAME OF JOURNAL (SR. NO./ PAGE NO. OF UGC LIST)	YEAR/ ISBN/ voL/NO/ PAGE NOS	Impact Factor	TYPE OF AUTHORSHIP*	SCORE	REMARKS BY IQAC	ENCL. PAGE NO.

A.2 Research Publications (Papers / Articles in Reputed Journals as notified by UGC)

SR. NO.	TITLE	NAME OF JOURNAL (SR. NO./ PAGE NO. OF UGC LIST)	YEAR/ ISBN/ voL/NO/ PAGE NOS	Impact Factor	TYPE OF AUTHORSHIP*	SCORE	REMARKS BY IQAC	ENCL. PAGE NO.

* First & Principal Author/Corresponding Author/ Supervisor/Mentor/Other Author.
  Copy of a Page(s) indicating Impact Factor and ISBN/ISSN No. in addition to above should be submitted as Enclosure, to justify the claim.

(B) PUBLICATIONS OTHER THAN JOURNAL ARTICLES (BOOKS, CHAPTERS IN BOOKS)

B.1 Details of Text / Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website.

Sr. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher, Month, Year	ISBN / ISSN	API Score	REMARKS BY IQAC	Encl. Page No.

Note : Attach front, index and back pages justifying the claim showing the ISBN/ISSN No.

B.2 Details of Texts/References, Books, published National level publishers, with ISBN/ISSN number or State Central Govt. Publications approved by the University an posted on its website.

Sr. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher, Month, Year	ISBN / ISSN	API Score	REMARKS BY IQAC	Encl. No.

Note : Attach front, index and back pages justifying the claim showing the ISBN/ISSN No.

B.3 **Details of Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website.**

Sr. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher, Month, Year	ISBN / ISSN	API Score	REMARKS BY IQAC	Encl. No.

Note : Attach front, index and back pages justifying the claim showing the ISBN/ISSN No.

B. 4 **Details of Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website.**

Sr. No.	Title of the Book	Name of the Editor	Chapter contributed	Author / Co-Author(s)	Name of the Publisher	ISBN / ISSN	API Score	REMARKS BY IQAC	Encl. No.

Note : Attach front, index and back pages justifying the claim showing the ISBN/ISSN No.

(C) RESEARCH PROJECTS (RELEVANT DOCUMENTS SUPPORTING CLAIMS SHOULD BE ENCLOSED)

C.1 Sponsored Projects (As Principal Investigator/ Co-Investigator/Project Coordinator)

Sr. No.	Title and Nature of the Project (Major/Minor)	Funding Agency	Names of PI and co-PI	Grant Sanctioned	Duration		Project Status Completed / On-going	API Score	REMARKS BY IQAC	Encl. No.
					From	To				

C.2 Consultancy Projects (As Principal Investigator/Co-Investigator/Project Coordinator)

Sr. No.	Title and Nature of the Project	Agency to it is offered	Grant Component	Duration		Project Status Completed / On- going	API Score	REMARKS BY IQAC	Encl. No.
				From	To				

C.3 Research Projects Outcome / Outputs

Sr. No.	Details of Project	Patent / Technology transfer / Product / Process	Year	Major Policy document prepared	API Score	REMARKS BY IQAC	Encl. No.

(D) RESEARCH GUIDANCE (RELEVANT DOCUMENTS SUPPORTING CLAIMS SHOULD BE ENCLOSED)

D.1 Details of M. Phil Awarded*

Sr. No.	Name of the Scholar	Title of the Dissertation/Thesis	University	Month and Year	API Score	REMARKS BY IQAC	Encl. No.

* Submit M.Phil. Notification

D.2 Details of Ph.D. awarded / Thesis submitted*

Sr. No.	Name of the Scholar	Title of the Thesis	Awarded / Thesis submitted	University	Month and Year	API Score	REMARKS BY IQAC	Encl. No.

* Submit Ph.D Notification/Certificate of Submission

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

E.1 Details of Fellowships / Awards (claims should be supported by relevant documents)

Sr. No.	Name of the Fellowship / Award	Awarding Institute/ Organization	International / National / State / University level	Date Awarded	API Score	REMARKS BY IQAC	Encl. No.

E.2 Details of Invited lectures / papers presented in conference/seminars/workshops (claims should be supported by relevant documents)

Sr. No.	Title	Name of the Event	Organizer/ Institute	Duration	International / National / State / University level	API Score	REMARKS BY IQAC	Encl. No.

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

Summary of API Score under Category E

API Score	API Score After Capping	REMARKS BY IQAC

(F)   DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL DETAILS

(F)	Development of e-learning delivery process/material*	10 per module	API Score	REMARKS BY IQAC	Encl. No.

* Should be claimed by the applicant with supporting documents.

Claim by applicant

<table>
<tr><td colspan="9">Summary of Total API Score obtained for Category III (A+B+C+D+E+F)
Assessment Period from_____ to _____</td></tr>
<tr><td>Year</td><td colspan="6">API Score</td><td colspan="2">Total API Score</td></tr>
<tr><td>Entire Assessment Period</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td colspan="2"></td></tr>
<tr><td>from_____ to _____</td><td></td><td></td><td></td><td></td><td></td><td></td><td colspan="2"></td></tr>
<tr><td align="right">Total API Score</td><td></td><td></td><td></td><td></td><td></td><td></td><td colspan="2"></td></tr>
</table>

For IQAC Use Only

<table>
<tr><td colspan="9">Summary of Total API Score obtained for Category III (A+B+C+D+E+F)
Assessment Period from_____ to _____</td></tr>
<tr><td>Year</td><td colspan="6">API Score</td><td colspan="2">Total API Score</td></tr>
<tr><td>Entire Assessment Period</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td colspan="2"></td></tr>
<tr><td>from_____ to _____</td><td></td><td></td><td></td><td></td><td></td><td></td><td colspan="2"></td></tr>
<tr><td align="right">Total API Score</td><td></td><td></td><td></td><td></td><td></td><td></td><td colspan="2"></td></tr>
</table>

Summary of Total API Score (**Category I + Category II + Category III**)

Category	Criteria	Total-API Score for Assessment Period	IQAC use
I	Teaching, Learning And Evaluation Related Activities		
II	Professional Development, Co- Curricular And Extension Activities		
III	Research And Academic Contributions		
II + III	As stated above against II & III		

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 through:

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