



**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
**HISAR-125 001 (HARYANA)**  
 (ESTABLISHED BY STATE LEGISLATURE ACT 17 OF 1995)  
 'A+' GRADE, NAAC ACCREDITED

**NOTIFICATION**

The Vice-Chancellor using his power vested under Section 11(5) of University Act, 1995 in anticipation of approval of Executive Council, on the recommendations of the committee constituted, has approved the Application Proforma (**Annexure-1**) for promotion under Career Advancement Scheme (CAS) of teachers of affiliated colleges (except Govt. colleges) of GJUS&T, Hisar in the light of State Govt. guidelines dated 11.11.2022 and 05.12.2022. This Application Proforma shall be applicable for teachers whose promotion is due on or after 11.11.2022.

Encl.: As above.

**DEAN OF COLLEGES**

Endst. No. UCB/25/5389-5400

Dated: 05.03.2025

A copy of the above is forwarded to the following for information and further necessary action:

1. Dean Academic Affairs, GJUST&T, Hisar.
2. Controller of Examinations, GJUS&T, Hisar.
3. Director, PDUCIC, GJUS&T, Hisar. He is requested to upload the above Notification and Application Proforma for promotion under CAS of teachers of affiliated colleges of the University on University website [www.gjust.ac.in](http://www.gjust.ac.in) for information of all concerned.
4. Principal, Chhaju Ram Memorial Jat College, Hisar.
5. Principal, Dayanand College, Hisar.
6. Principal, Fateh Chand College for Women, Hisar.
7. Principal, Sanatan Dharam Mahila Mahavidyalya, Hansi.
8. Principal, C.R. College of Education, Hisar.
9. Asstt. Registrar (Academic), GJUS&T, Hisar.
10. Asstt. Registrar (Faculty), GJUS&T, Hisar.
11. OSD to Vice-Chancellor (for kind information of the Vice-Chancellor), GJUS&T, Hisar.
12. Secy to Registrar (for kind information of the Registrar), GJUS&T, Hisar.

  
 Asstt. Registrar (Colleges)  
 for Dean of Colleges



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**‘A+’ Grade, NAAC Accredited**

**Application proforma for promotion under Career Advancement Scheme (CAS) of Teachers of Affiliated Colleges  
(except Govt. Colleges).**

(As per revised guidelines on minimum qualifications for appointment of teachers and other academic staff college in Universities and Colleges and measures for the maintenances of Standards in Higher Education, based on University Grants Commission Regulations 2018 notified by Govt. of Haryana vide Memo No.7/79-2017 C-IV (3) dated 11.11.2022 & 05.12.2022)

**Note:**

1. **The Application Proforma is applicable for teachers whose promotion due on or after 11.11.2022.**
2. **Main Application Proforma (Part A and Certificate from Director/Principal) is to be submitted with all supporting documents for promotion to all levels.**
3. **In case of promotion for the post of Professor under CAS, both the parts, Part A and Part B, of the form are to be filled by the applicant and all supporting documents, after marking their page numbers, are to be attached.**
4. **In case of promotion for the post of Professor under CAS submit 05 copies of Part-A of this application form and three sets of best ten research publications, which are to be assessed/evaluated, are also to be submitted.**
5. **Tick (☐) which is applicable: -**
  - For Promotion of Assistant Professor (from Academic Level 10 to Academic Level 11)*
  - For Promotion of Assistant Professor (from Academic Level 11 to Academic Level 12)*
  - For Promotion of Assistant Professor (Academic Level 12) to Assoc. Professor (Academic Level 13 A)*
  - For Promotion of Associate Professor (Academic Level 13A) to Professor (Academic Level 14)*

Application for promotion from the Post/Academic Level \_\_\_\_\_ to Post/Academic Level \_\_\_\_\_

Faculty \_\_\_\_\_

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

Notification Reference No. \_\_\_\_\_ Date: \_\_\_\_\_

Paste self-attested  
Recent Passport  
size colored  
Photograph

**Part-A:**

**General Information and Academic Background**

1	Name (in Block Letters)	
2	Father's Name	
3	Mother's Name	
4	Department/Subject	
5	Date of Birth	
6	Nationality	
7	Marital Status	
8	Gender	
9	The Category you belong to (GEN/SC/DSC/BC-A/BC-B/EWS/ESM/PwBD)	
10	Address for Correspondence (with Pin Code)	
11	Permanent Address (with Pin Code)	
12	Mobile No.	
	E-mail	
13	Present Designation & Academic Pay Level	
14	Date of Last Promotion/Eligibility, if any	

15	Date of Eligibility for Promotion to Post/Academic Level applied for (As per CAS Promotion Criteria)	
16	Date of award of previous promotion(s) (attached notification/letter issued by Govt.)	<b>a) Academic Level 11(7000GP):</b> <b>b) Academic Level 12(8000GP):</b> <b>c) Academic Level 13A(9000GP):</b>

**17. Academic Qualifications (From Matric onwards):-**

Examination	Name of the Board/University	Year of Passing	% of marks	Division Class/ Grade	Subject
High School/ Matriculation/ Hr.Sec.					
Intermediate/ (10+2)					
B.A./ B.Sc./ B.Tech./ B.Pharm./B.Com./UG Programme					
M.A/ M.Sc./M.Tech./ M.Pharm./ M.Com./PG Programme					
Others (NET/JRF/SLET/ Lectureship examination) (if any)					
M.Phil					
Ph.D		<b>Subject:.....</b> <b>Topic of the Thesis:.....</b> <b>Affiliation of the Ph.D Guide:.....</b> <b>Year of Award of Degree:.....</b> <b>Name of the University that has awarded the Ph.D Degree:.....</b> <b>Field of Specialization:.....</b>			
Any other Exam.					

**18. Areas of Research:**

.....  
.....  
.....  
.....

**19. Appointment(s) held prior to joining the concerned College.**

(Mention only if past service has been counted by the DGHE Haryana)

Name of Employer	Designation	Nature of Appointment	Date of Joining	Date of leaving	Salary with Grade Pay/ Level	Reason for leaving

(Verified by College)

**20. Post(s) held with the concerned College (Attach relevant documents)**

AGP/Academic Level	Designation	Pay Scale	Duration		Experience	
			From	To	Year	Month
Academic Level 10						
Academic Level 11						
Academic Level 12						
Academic Level 13 A						

**21. Period spent by the Teacher on different kinds of leaves.**

(To be filled only in the case of promotion under CAS)

Type of Leave	Designation	Pay Scale and AGP	Duration	
			From	To
Maternity Leave				
Child Care leave				
Study Leave				
Medical Leave				
Extraordinary Leave (without Pay)				
Deputation				
Others (Please specify)				

(Verified by College)

**22. Total experience:**

(a) Teaching:

P.G. Classes (in Years)

U.G. Classes (in years)

(b) Research:

**23. Post-Doctoral Research Experience in years (as Post-Doctoral Fellow, Research Scientist, Research Associate etc.):**

**24. Details of Orientation/Refresher /Research Methodology courses, Workshops/ Syllabus Up-gradation Workshops / Training Teaching-Learning-Evaluation Technology Programmes/ FDPs/STPs, etc. attended:**

Name of the Course	Place	Duration	Name of Academic Staff College/HRDC/ Institution	Sponsoring Agency/ Organization

**25. (a) Summary of Research publications:**

Publications	Published		Accepted for Publication	
	International	National	International	National
Books (independently)				
Books (jointly)				
Chapters in Edited Books (independently)				
Chapters in Edited (jointly)				
Research Papers (independently)				
Research Papers (jointly)				
Patents (independently)				
Patents (jointly)				

**(b) List of best required publications submitted for consideration towards eligibility and for assessment**

(Please read instructions for the requirement of minimum number of publications)

S. No.	Title of the paper with name of authors as appearing in the publication	Journal, Volume, Issue, Year, Page Numbers	Whether First / Corresponding / Principal (Supervisor) Author	Whether Journal is Peer-reviewed/ UGC listed/ SCOPUS Indexed/SCI/ SSCI*	Impact factor as per Clarivate/ Thomson Reuters, if applicable	ISSN/ ISBN	DOI (if available)	Page No. of supporting documents
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

\*Valid proofs of Peer reviewed, UGC care list, and indexing (Scopus/SCI/SSCI) are to be attached. Mere claim of the author and the journal will not be sufficient.

**(c) Total Number of Research Projects completed/Ongoing:**

**26. Creation of ICT mediated Teaching Learning pedagogy and content, and Development of new and innovative courses and curricula**

**(a) Development of Innovative pedagogy Contributions**

S. No.	Title of Teaching Learning pedagogy developed	Nature/Innovation/methods	Page No of supporting documents	Remarks

**(b) Design of New Curricula and Courses (ICT Mediated)**

S. No.	Title of curricula/courses	Level of Academic Programme	Page No of supporting documents	Remarks
(				

**(c) Development of Complete MOOCs in 4 Quadrant (4 Credit Course)**

S. No.	Title of MOOCs	Credit Hours	Level of Academic Programme	Page No of supporting documents	Remarks

**(d) Development of E-Content in 4 quadrants for a Complete Course / E-Book**

S. No.	Title of MOOCs	No. of modules/ lectures	Level of Academic Programme	Page No of supporting documents	Remarks

**Note:** Each activity should be supported by attaching the relevant documents.

**27. Awards /Prizes/Honours/ Recognitions (if any):**

.....  
.....

**28. List of enclosures. Please attach a separate list of all the enclosures with index and page numbers. All the attached documents must be sequentially numbered and self-attested.**

**DECLARATION**

**I certify that all the information given by me is correct and complete to the best of my knowledge and belief and no material/ information has been concealed. I am not aware of any circumstance(s) which may impair my fitness for employment.**

**Name and Signature**

**Place: .....**

**Date: .....**

**FORWARDED BY DIRECTOR/PRINCIPAL OF THE INSTITUTE/COLLEGE**

Certified that Mr./Ms./Dr. .... has been working as  
..... in the College.....since  
..... The application of ..... Subject/Department  
..... for the promotion to the post of..... from Academic  
Level.....to Academic Level ..... is recommended and forwarded for further  
process.

**Place:**

**Date:**

**Signature with seal**



**PART-B**

(Applicants are required to refer the relevant provisions of the Govt. of Haryana notification vide Memo No. 7/79-2017 C-IV(3) dated 11.11.2022 before filling this section)

**TABLE-1**

**(Assessment Criteria and Methodology for University/College Teachers)**  
Applicable only for the candidates for promotion under CAS

**ACTIVITY-1** (Assessment Period From: \_\_\_\_\_ to \_\_\_\_\_)

Assessment Year	Total Classes Assigned	Number of Classes Taught	% Teaching = (Number of Classes Taught/Total Classes assigned) × 100)	Grade claimed [80% & above- Good Below 80% but 70% & above -Satisfactory Less than 70% - Not Satisfactory	Grade verified	Page No. of supporting documents (Certificates of classes assigned & taught, issued by the Chairperson/Director/Principal/Controlling Head, is to be attached)
Year 1						
Year 2						
Year 3						
Year 4						
Year 5						
Year 6						
Grade of activity 1 is to be verified by the Chairperson/Director/Principal						

**Signature of Chairperson/Director/Principal**



**ACTIVITY 2:****Involvement in the University/College Students-Related Activities/ Research Activities**

(Assessment Period: From \_\_\_\_\_ to \_\_\_\_\_)

Assessment Year	Activity	No. of activities claimed	Description of activities	No. of activities verified	Page No of supporting documents	Grade claimed	Grade verified
Year 1	a. Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, 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.						
Year 2	a. Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, 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.						
Year 3	a. Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, 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.						
Year 4	a. Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, 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 active involvement 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.						
Year 5	a. Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, 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.						
Year 6	a. Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, 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.						

**Grading Criteria:**

**Good**-involved in at least 3 activities

**Satisfactory**- 1-2 activities

**Not-satisfactory**-not involved / undertaken any of the activities

**Note:** Number of activities can be within or across the broad categories of activities

**Overall Grading of activity 1 and activity 2 of Appendix-II Table 1:**

**Criteria:**

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

**Satisfactory:** Satisfactory in teaching and Good or Satisfactory in activity at Sr. No. 2

**Not-satisfactory:** If neither Good nor Satisfactory in overall grading

Assessment Year	Grade Activity 1	Grade Activity 2	Overall grade	Grade Verified
1				
2				
3				
4				
5				
6				

**Note:**

- For the purpose of assessing the grading of Activity at Table-1 and Table-2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, 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 disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/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.
- Score claimed by the applicant should be supported with copies of relevant documents.

TABLE-2

(Methodology for College Teachers for calculating Academic/Research Score)

**Note:**

1. Table-2 shall be filled by the applicant for promotion of Associate Professor (Academic Level-13A) to Professor (Academic Level -14) only.
2. Assessment will be based on evidence(s) produced by the teacher such as copy(ies) of publications, project sanction letter, utilization and completion certificates issued by the College and acknowledgements for patent filed and approval letters, students' Ph.D. award letter/notification, etc.
3. Please read the instructions given for calculating Score claimed in each category.

Assessment Period: From \_\_\_\_\_ To \_\_\_\_\_

**1. Research papers Published in Peer Reviewed or UGC Listed Journals**

S. No	Title of the paper (In format given below Eg: R.K. Gupta, R.S. Sharma etc., <i>Optimization of</i> ..... Int. J of Production	DOI, if available	ISSN/ ISBN	Whether Peer Reviewed? (Yes/No)	Whether UGC listed? If yes, Give Ref. No.	Impact Factor (if any) As per Clarivate/ Thomson Reuters list	Are you the First Corresponding/Principal (Supervisor) author?	Score Claimed				Page No of supporting documents	Score verified
								Score	Augmentation score	Score claimed with augmentation	Total Applicable Score (100% or 70% or 30%)		
<b>Total Research Score</b>													

**Criteria:**

- a) **The Research score for research papers would be augmented as follows:**  
**\*(Impact factor to be determined as per Clarivate Thomson Reuters List)**
  - i Papers in refereed journals without impact factor by 5 points
  - ii Papers with impact factor less than 1 by 10 points
  - iii Papers with impact factor between 1 and 2 by 15 points
  - iv Papers with impact factor between 2 and 5 by 20 points;
  - v Papers with impact factor between 5 and 10 by 25 points;
  - vi Papers with impact factor above 10 by 30 points;
- b) Single author: 100% of total value of publication  
Two authors: 70% of total value of publication for each author  
More than two authors: 70% of total value of publication for the First/Principal (Supervisor)/Corresponding author and the remaining 30% of total value of publication for each of the joint authors.
- c) **Documentary Proof:** Attach front and back pages of Journal, index of contents, proof of indexing, proof of Impact Factor (Clarivate/ Thomson Reuters list for Impact Factor), proof of Peer reviewed, proof of UGC listed, proof of Refereed, ISBN/ISSN, whatever is applicable. **If the proof, according to the claim, is not attached, then no Score will be awarded. It shall be responsibility of the applicant to attach the relevant proof.**

**2 (a) Books Authored**

**i. Books authored & Published by International Publishers**

(Attach documentary proof of International publisher)

S. No.	Title of the book	Name of the Publisher	Place of Publication	Year of Publication	No. of Authors	ISBN	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>									

**ii. Books authored & Published by National Publishers**

(Attach documentary proof of National publisher)

S. No.	Title of the book	Name of the Publisher	Place of Publication	Year of Publication	No. of Authors	ISBN	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>									

**iii. Chapters in Edited Book**

S. No.	Title of the book	Name of the Publisher	Place of Publication	ISBN/ISSN No.	Title of Chapter	Name of the Author(s) of the Chapter	Page No. of Chapter	Total Applicable Score (100% or 70% or 30%)	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>											

**iv . Editor of Book by International Publishers**

(Attach documentary proof of International publisher)

S. No.	Title of the book	Name of the Publisher	Place of Publication	Year of Publication	Name of Editor(s)	ISBN	Total Applicable Score (100% or 70% or 30%)	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>										

**v. Editor of Book by National Publishers**

(Attach documentary proof of National publisher)

S. No.	Title of the book	Name of the Publisher	Place of Publication	Year of Publication	Name of Editor(s)	ISBN	Total Applicable Score (100% or 70% or 30%)	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>										

**Criteria For Table 2 (a)**

International Publishers: 12 Points

National Publishers: 10 Points

Chapter in edited book: 05 Points

Editor of book by International Publisher: 10 Points

Editor of book by National Publisher: 08 Points

**2(b) Translation works in Indian and Foreign Languages (by qualified faculties)**

**i. Chapters or Research Papers**

S. No.	Title of the paper	Name of the Publisher	Place of Publication	Year of Publication	Are you the First Corresponding/ Principal (Supervisor) author?	ISBN	Total Applicable Score (100% or 70% or 30%)	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>										

**ii. Translation work of Book (by qualified faculties)**

S. No.	Title of the book	Name of the Publisher	Place of Publication	Year of Publication	Are you the First Corresponding/ Principal (Supervisor) author?	ISBN	Total Applicable Score (100% or 70% or 30%)	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>										

**Criteria for point No 2 (b):**

Chapter or Research Paper : 03 Points

Book : 08 Points

**Note:** Attach front and back pages, index of contents; pages showing the ISBN/ISSN No., name and place of publisher



**3. Creation of ICT mediated Teaching Learning pedagogy and content, and Development of new and innovative courses and curricula**

**(a) Development of Innovative pedagogy Contributions**

S. No.	Title of Teaching Learning pedagogy developed	Nature/Innovation/methods	Research Score Claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>					

**Criteria:**

05 Points per Pedagogy or Method

**(b) Design of New Curricula and Courses (ICT Mediated)**

S. No.	Title of curricula/courses	Level of Academic Programme	Research Score Claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>					

**Criteria:**

02 Points per curricula or course

**(c) Development of Complete MOOCs in 4 Quadrant (4 Credit Course)**

S. No.	Title of MOOCs	Credit Hours	Level of Academic Programme	Score claimed	Page No of supporting documents	Score verified
	<b>Total Research Score</b>					

**Criteria:**

- |  |   |
|--|---|
| a) Development of complete MOOC with 04 quadrants (04 credits)     | 20 Points (In case of MOOCs of lesser Credits 5 marks/credit) |
| b) MOOCs (developed in 04 quadrants) per module or lecture         | 05 points per module or lecture MOOCs                         |
| c) Content writer/subject matter (at least 01 quadrant) per module | 02 points per module Course                                   |
| d) Coordinator for MOOCs (04 credit course)                        | 08 Points (In case of MOOCs of lesser Credits 2 marks/credit) |

**(d) Development of E-Content in 4 quadrants for a Complete Course / E-Book**

S. No.	Title of MOOCs	No. of modules/ lectures	Level of Academic Programme	Score claimed	Page No of supporting documents	Score verified
	<b>Total Research Score</b>					

**Criteria:**

- |  |                      |
|--|----------------------|
| Development of e-content in 04 quadrants for a complete course or e-book | 12 Points            |
| e-content (Developed in 4 quadrants)                                     | 05 Points per module |
| Contribution to development of e-content (at least 01 quadrant)          | 02 Points per module |
| Editor of e-content for complete course/paper/e-book                     | 10 Points            |

**Note:** Each claimed activity should be supported by attaching the relevant documents.

4.

**(a) Research Guidance (Attach proof)**

Category	No. of thesis submitted	No. of Degree awarded	Single or Joint Supervision as guide or Co-guide	Score claimed	Page No of supporting documents	Score verified
Ph.D.						
M.Phil.						
P.G. Dissertation						
<b>Total Research Score</b>						

**Criteria:**

Ph. D (Degree Awarded) 10 Points

Ph. D (Thesis Submitted) 05 Points

M. Phil 02 Points

PG 02 Points

- Note:** (1) Submit Ph.D. Notification/Certificate of Submission  
 (2) M.Phil certificate issued by COE; P.G. Dissertation/ project completion certificate issued by concerned HOD.  
 (3) For Joint supervision of research students, the formula shall be 70% of the total score for supervisor and co- supervisor. Supervisor and Co-Supervisor, both shall get 7 marks each.  
 (4) Score of thesis submission will be claimed only if the Ph.D degree has not been awarded.

**(b) Research Projects Completed**

Sl. No.	Title of the Project	Names of PI and co-PIs (mention all)	Funding Agency	Grant Sanctioned	Duration		Score Claimed	Page No of supporting documents	Score verified
					From	To			
<b>Total Research Score</b>									

**Criteria:**

More than 10 lakhs: 10 Points

Less than 10 lakhs: 05 Points

**Note:** Joint Projects: Principal Investigator and Co-Investigator would get 50% each

**(c) Research Projects Ongoing**

Sl. No.	Title of the Project	Names of PI and co-PIs (mention all)	Funding Agency	Grant Sanctioned	Duration		Score Claimed	Page No of supporting documents	Score verified
					From	To			
<b>Total Research Score</b>									

**Criteria:**

More than 10 lakhs : 05 Points

Less than 10 lakhs : 02 Points

**Note:** Joint Projects: Principal Investigator and Co-Investigator would get 50% each

**(d) Consultancy carried out**

Sl. No.	Title and Nature of the Project	Agency to which consultancy is offered	Amount of consultancy received	Duration of consultancy project		Score Claimed	Page No of supporting documents	Score verified	
				From	To				
<b>Total Research Score</b>									

**Criteria:** 03 points each consultancy project

5

**(a) Patent**

S. No.	Patent Details	Name of Patentee	File No & Date of grant	Patent granted by International/National/ State/Central Agency	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>							

**Criteria:**

International: 10 Points

National: 07 Points

**(b) Policy Document (submitted to an International Body/Organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Govt. or State Govt.)**

S. No.	Title of the Documents	Name of International body/ National/ State Organization with Address	Date of Submission	Date of acceptance	Research Score Claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>							

**Criteria:**

International: 10 Points

National: 07 Points

State Govt.: 04 Points

**(c) Awards / Fellowship**

S. No.	Title of the Awards/Fellowship	Type of awards/Fellowship (International/National)	Awarding Agency	Year of Award and Duration	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>							

**Criteria:**

International : 07 points

National : 05 points

**6. Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conferences:**

**(i) Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences/ [(International (Abroad)]**

S. No.	Title of the Lecture/ Title of the paper	Title of Conference/ Seminar/ Workshop	Organized by	Name of the Country	Duration	Score claimed	Page No of supporting documents	Score verified
<b>I Total Research Score</b>								

**ii) (Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences [International (Within Country) / National/ State/ University]**

S. No.	Title of the Lecture/ Title of the paper	Title of Conference/ Seminar/ Workshop	Organized by	International/ National/ State/ University	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>							

**(iii) Full paper in Conference(s) proceedings**

S. No.	Title of the Paper	Title of Conference/Seminar/ Workshop	Name of the Journal	ISSN/ ISBN.No	International/ National/State/ University	Total Applicable Score (100% or 70% or 30%)	Score claimed	Page No of supporting documents	Score verified
<b>Total Research Score</b>									

**Criteria for Point No. 06:**

International (Abroad) : 07 per Lecture or Paper presented

International (within country) : 05 per Lecture or Paper presented

National : 03 per Lecture or Paper presented

State/University : 02 per Lecture or Paper presented

- Note:**
- (1) **Paper presented, if part of an edited book or proceedings, then it can be claimed only once**
  - (2) **Claim of papers published as full paper in conference proceedings will be counted only once, either in the form of paper presented or in conference proceeding.**

**SUMMARY OF RESEARCH SCORE**

Assessment Period from \_\_\_\_\_ to \_\_\_\_\_

Total Claimed Score (1 to 5(a))+5(c) = X Total Claimed Score (5(b)+ 6) = Y Total Research Score X+Y = Z		
<b>Research Score Category</b>	<b>Total Claimed Score</b>	<b>Total Verified Score</b>
Research Score in categories 1 to 5(a) & 5(c) (X)		
Research Score in categories 5(b) & 6 (Y)		
<b>Total Research Score (Z)</b>		

**Illustration:** For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b): Policy Documents 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.

The total research score according to 30% capping will be calculates as under:

- (i) If Y is less than or equal to 30% of total research score Z, than total research score will remained unchanged as  $Z = X+Y$
- (ii) If Y is greater than 30% of total research score Z, then  $Y = \frac{3X}{7}$  and the modified/revised total research score shall be  $Z = \frac{10X}{7}$ .

**I hereby solemnly certify that**

1. All my publications/books submitted for promotion are original.
2. My publications/books are in the concerned/allied/related field in which I am applying for the promotion under CAS.
3. The decision of the scrutiny committee /experts with regard to the quality of my publications shall be final and it shall have binding on me. I understand that scrutiny committee/expert's decision with regard to consider or reject any of my publication in context of its quality shall be final.
4. I also certify that the publications/books submitted by me do not fall under the category of plagiarism.
5. I certify that all the supporting documents are genuine and are issued by the competent authorities.
6. A copy (soft as well as hard copy) of the complete applications form has been submitted to the Director, IQAC for information & record.

**Place :**  
**Date :**

**(Signature of Candidate)**



**Methodology for University and College Teachers for calculating Academic/ Research Score**

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

Sr. No.	Academic/ Research Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/ Veterinary Sciences	Faculty of Languages/ Humanities/Arts/ Social Sciences/ Library/ Physical Education/ Commerce/ Management & other related disciplines
1.	<b>Research Papers in Peer-Reviewed or UGC-Listed Journals.</b>	08 per paper	10 per paper
2.	<b>Publications (other than Research papers)</b>		
	<b>a) Books authored which are published by:</b>		
	International publishers	12	12
	Nationals publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	<b>b) Translation works in Indian and Foreign Languages by qualified faculties</b>		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	<b>a) Development of Innovative Pedagogy</b>	05	05
	<b>b) Design of new curricula and courses</b>	02 per curricula/ course	02 per curricula/course
	<b>c) MOOCs</b>		
	Development of complete MOOCs in 4 quadrants (4 credit course) (in case of MOOCs of lesser credits 05 marks / credit).	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit).	08	08
	<b>d) E-Content</b>		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/paper/ e-book	10	10
4.	<b>a) Research guidance</b>		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil/PG dissertation	02per degree awarded	02 per degree awarded
	<b>b) Research Projects completed</b>		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	<b>c) Research Project ongoing:</b>		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02

	<b>d) Consultancy</b>	03	03
<b>5.</b>	<b>a) Patents</b>		
	International	10	10
	National	07	07
	<b>b) *Policy Document (submitted to an International Body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government).</b>		
	International	10	10
	National	07	07
	State	04	04
	<b>c) Award /Fellowship</b>		
International	07	07	
National	05	05	
<b>6.</b>	<b>*Invited lectures/Resource Person/paper presentation in Seminars/Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once).</b>		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State / University	02	02

**The Research score for research papers would be augmented as follows:**

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Clarivate/ Thomson Routers 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.

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

**Note:**

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- \* For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b): Policy Documents 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.
- The research score shall be from the minimum of three categories out of six categories.