

**APPLICATION FOR PROMOTION OF ASSOCIATE PROFESSOR FROM
STAGE -3 TO STAGE-4**

UNDER CAREER ADVANCEMENT SCHEME (CAS)

Submitted by

INDIRA GANDHI UNIVERSITY, MEERPUR (REWARI)

(A State University Established under Haryana Legislation Act no. 29/2013)

16. Total teaching experience (full time) in the University: _____
- A) Under graduate:
- B) Post graduate :
17. Total Research Experience: _____
18. Field(s) of Specialization: _____
19. Employment Details (in Chronological Order):

Sr. No.	Name of Institution/ Employer	Designation	From	To

20. Guidance/Supervision of Ph.D. Theses:
- (A) Number of Candidates registered at present – _____
- (B) Number of Candidates who have completed Ph.D. – _____

21. Language (s) known: **Read** **Write** **Speak**
- _____ _____ _____ _____
- _____ _____ _____ _____

22. Present Basic Pay: Rs. _____
- Pay Band: Rs. _____
- AGP: Rs. _____
- Total Emoluments Rs. _____

23. Publications:

Publications	Total (Attach the list with details)	During the period under consideration for promotion Attach 10 copies of the list with details	Major Publication as per requirement (Attach ten copies of the publications)
Books			
Papers in Journals			
Chapters in Books			
Papers in the			

Proceedings of the Conferences			
Patents			
Additional Information, if any			

24. List of Enclosures (Give supportive documents of the claims made in the application):

I certify that the foregoing information given by me is correct, complete to the best of my knowledge and belief and no material information has been concealed. I am not aware of any circumstances which may impair my fitness or employment

Date:

Signature of the candidate

Permanent Address:

Correspondence Address:

Email:
Phone no.

Forwarded by

Chairperson
Department of _____, IGU, Meerpur, Rewari

Indira Gandhi University, Meerpur (Rewari)

(A State University Established under Haryana Legislation Act no. 29/2013)

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(Forwarded by Chairperson of the Department)
Indira Gandhi University, Meerpur (Rewari)
(A State University Established under Haryana Legislation Act no. 29/2013)

No.....

Dated.....

It is certified that..... Assistant Professor in the Department of..... has actively & successfully performed cent per cent to my utmost satisfaction the following categories of duties in the smooth & effective discharge/running of department/ university administration from academic session.....

Category	Duty/ assignment/ activity organized

The Chairperson
Deptt.....
Indira Gandhi university,
Meerpur (Rewari)

Indira Gandhi University, Meerpur (Rewari)

(A State University Established under Haryana Legislation Act no. 29/2013)

SUMMARY OF ACADEMIC PERFORMANCE INDICATORS DURING.....

Total API Score Earned Under Category I

Session--	_____	_____	_____	_____	_____
Sr. No.					
1					
2					
3					
4					
5					
Total API					

Average API Category 1 Score of the Period _____ = _____

Total API Score Earned Under Category II

Session--	_____	_____	_____	_____	_____
Sr. No.					
1					
2					
3					
Total API					

Average API Category II Score of the Period _____ = _____

Total API Score earned under Category III:

Sub-Category	API Sub Component/Item	Period
A	III A : Research Papers published in Journals or Conference Proceedings	
B	III B: Research Papers Published in Books	
C	III C: Research Projects	
D	III D: Research Guidance	
E	III E (i) : Refresher course, Methodology workshops, Training, Teaching- Learning Evaluation. III E (ii) : Participation and papers presented in Conference/ Seminars/ Workshops/ Symposia etc. III E (iii) : Invite Conference/ Seminars/ Workshops/ Symposia etc. to deliver lecture/Chair Session.	
	Total API Score	
	Average API Score	

ACADEMIC PERFORMANCE INDICATORS

Assessment Period: _____

Category I: Teaching, Learning and Evaluation Related Activities

Maximum Scores Allocated: 125/Year

Minimum API Score Required: 75/Year

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

Sr. No.	Course/Paper	Mode of Teaching *	Hours per week allotted	% of classes taken as per documented record	Average of the percentages	API Score	Page No.
Odd Semester							
1							
2							
3							
Total							

3. Preparation and Imparting of knowledge / instructions as per curriculum; syllabus enrichment by providing additional resources to students

Sr. No.	Course/Paper	Reading/Instructional material consulted prescribed (a)	API Score (Max. 15) of (a)	Additional Resource provided (b)	API Score of (b)	Page No.
1						
2						
3						
Average API (a and b)						

4. Use of participatory and innovating teaching-learning methodologies, updating of subject content, course improvement etc.

Sr. No.	Short Description	API Score	Page No.
1.			
2.			
3.			
	Total API Score		

5. Examination duties as per allotment

Sr. No.	Type of Examination Duties	Duties Assigned	Duties Performed	API Score	Page No.
1.					
2.					
3.					
	Max. aggregate point:- 25				

Total API Score Earned in Category I in the session _____ : _____

ASSESSMENT YEAR:

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

Maximum Scores Allocated: 50

Minimum API Score Required: 15

Sr. No.	Nature of Activity	API Score	Page No.
1.	Students related Co-curricular, extension and field based activities (such as extension work through NSS/ NCC and other channels, cultural activities, subject related events, advt. and counseling)		
	Total Score		
2.	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities		
	Total Score		
3.	Professional Development Related Activities		
	Total Score		
	Total API Score Earned in Category II in the session		

Total API Score Earned in Category II in the session

Total API Score Earned Under CAT. I and II For Session _____

Category III: Research and Academic Standards

Assessment Period: _____

III A: Research Papers Published in Journals or Conference Proceedings

Sr No.	Title with name of author(s) as appearing in the publication	Journal, Volume, Year, Page Nos.	Whether indexed/ Refereed/ Non refereed/ Conf. Proceeding	Impact factor, if any	ISSN / ISBN No., if Any	Whether you are first/Principal/corresponding author or supervisor/mentor or other author	API Score	Page No.
						Total API Score		

III B : Research Publications

Sr. No.	Whether Text of Reference Book, published by International publishers/ Subject books by National level publishers or State and Central Govt.Publications with ISSN/ ISBN /Subject Books by other local publishers with ISSN/ISBN	Title with name of authors as appearing in the publication	Book Title, Editor, Publisher Year, Page Numbers	ISBN/ISSN No.	Total No. of authors	API Scores (To be shared equally by all methods)	Page No.
						API Score	

III (C) Research Projects

Sr. No.	Name of Project undertaken	Status Ongoing/Completed	Name of funding agency	Duration	Amount	API Score	Page No.

III D: Research Guidance

Class	No. of Students	Thesis/Dissertation Submitted	Degree Awarded	API Score	Page no.
				Total API Score	

III (E) Training courses and conference/ Seminar/ Workshop Papers.

III E (i): Refresher Course, Methodology workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes

Sr. No.	Programme	Duration of Event with Date	Organized by	API Score	Page No.
	Total API Score(calculated)				
	API Score (Acceptable)				

III E (ii): Participation and Papers Presented in National/International Seminars, conferences/Workshop/Symposia etc.

Sr. No	Title of the Paper	Presented By	Title of the Conference/ Seminar etc & Organizer	Date (s) of the event	Whether International/ National	Whether published in the proceeding	API Score	Page No.
	Total API							

III E (iii): Invited for Conferences/ seminars/ workshops/ symposia to deliver lectures/ Chair sessions

Sr. No.	Title of the Lecture delivered	Title of Conference/ Seminar and organiser	Date(s) of The event	API Score	Page No.
	Total API				

Total API Score Earned (Category – III) during _____ : _____