



TELANGANA UNIVERSITY

Dichpally, Nizamabad – 503 322 (TS)

Established under Act. 28 of 2006

Recognized under 2(f) & 12 (B) by UGC Act. 1956 – Accredited by NAAC with “B” Grade

Application-Form for Promotion of Teachers of the University under Career Advancement Scheme of the UGC RSP-2016

(To be submitted in Quadruplicate)

Associate Professor(Academic Level 13A)–Pay Scale: Rs.131400-217100	
Professor (Academic Level 14) – Pay Scale: Rs.144200-218200	

(Please tick whichever is applicable)

No. 002/REG/TU/NZB/2022/Estt./CAS, Date: 19-01-2022

Demand Draft No., Dated, Rs. 2,000/- Bank:

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.	Name in full (Block Letters)	
2.	Father's Name	
3.	Mother's Name	
4.	Subject, Department & College	
5.	Date of appointment as	
	Assistant Professor with Academic Level–10 [Corresponding to Asst. Prof. with AGP Rs. 6000/- in the Pay Band of Rs. 15600-39100 under UGC RSP 2006]	
	Assistant Professor with Academic Level–11 [Corresponding to Asst. Prof. with AGP Rs. 7000/- in the Pay Band of Rs. 15600-39100 under UGC RSP 2006]	
	Assistant Professor with Academic Level–12 [Corresponding to Asst. Prof. with AGP Rs. 8000/- in the Pay Band of Rs. 15600-39100 under UGC RSP 2006]	
	Associate Professor with Academic Level–13A [Corresponding to Assoc. Prof. with AGP Rs. 9000/- in the Pay Band of Rs. 37400-67000 under UGC RSP 2006]	
6.	Current Designation & Academic Level	
7.	Date of Last Promotion (Designation and Academic Level)	
8.	Which position and Academic Level are you an applicant now under CAS?	
9.	Date of Eligibility for promotion (as _____)	
10.	Date of Birth & Place	
11.	Gender (Male/Female)	
12.	Marital Status	
13.	Nationality	
14.	Category and indicate the Sub-Caste	OC / SC / ST / BC (A,B,C,D,E)/PWD
15.	Address for correspondence (with Pin code) <i>Mailing Address to which correspondence can be made</i>	

16.	Permanent Address (with Pin code)	
17.	Phone Numbers	Mobile : Land :
18.	Email	

19. Academic Qualifications (copies of certificates to be enclosed) :

Examination / Degree	Name of the Board/University	Month & year of award of the degree	Division	% of Marks
SSC				
Intermediate				
Under Graduate				
Post-Graduate				
Other Examinations, if any				

20. Research Degree(s) (copies of certificates to be enclosed) :

Degree	Title	Date and Year of Award	University
M.Phil.			
Ph.D./D.Phil.			
D.Sc./D.Litt.			

21. Appointments held prior to joining in the Telangana University

(Please enclose copies of (a) Appointment; (b) Relieving Order; (c) Proceedings of the Selection Committee and (d) Service Certificate)

Designation	Name of Employer	Date of		Salary with Grade	Reason of leaving
		Joining	Leaving		

22. Appointments after joining in the Telangana University (Please enclose copies of the orders)

Designation	Department	Date of actual joining		Grade
		From	To	

23. Period of Teaching experience in years

P.G. Level	
U.G. Level	

24. Research Experience in years :
(Excluding years spent during M.Phil./Ph.D.)

25. **Fields of Specialization under the Subject / Discipline**

(a)

(b)

26. **Orientation / Refresher Courses attended**

(Please enclose the copies of the courses attended)

Name of the Course / Summer School	Place	Duration	Sponsoring Agency

PART B:

ASSESSMENT CRITERIA AND METHODOLOGY FOR UNIVERSITY TEACHERS FOR UPGRADATION/PROMOTION UNDER CAS OF UGC RSP 2016

[For details, please see the UGC (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and measures for the maintenance of standards in Higher Education) UGC Regulations No. F.11-2/2017/CPS, dated 18th July, 2018.] Also please see G.O.Ms.No.15, Higher Education Deptt., dated 29/6/2019.

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14
Professor	14

APPENDIX-II

TABLE-I

a) Teaching :

Academic year	Total classes taught and No. of hours spent during the Academic year	Total classes assigned	$2 \div 3 \times 100\%$	Grading
(1)	(2)	(3)	(4)	(5)

Grading Criteria -80% and above: Good, below 80% & above 70%: Satisfactory and Less than 70%: Not satisfactory.

Involvement in the University / College students related activities / research Activities

(Enclose the certificates / documents indicating evidence)

a) Administrative responsibilities such as Head, Chairperson/Dean/Director/Co-Ordinator, Warden, etc.

Academic Year	Administrative Responsibilities	Grading

Grading Criteria -At least 3 Activities: Good, 1-2 Activities: Satisfactory and not involved in any Activities: Not Satisfactory

b) Examination and Evaluation duties assigned by the college / University or attending the examination papers evaluation:

Academic Year	Nature of duties attended	Grading

Grading Criteria -At least 3 Activities: Good, 1-2 Activities: Satisfactory and not involved in any Activities: Not Satisfactory

- c) Student related co-curricular, extension and field based activities such as Student Clubs, Career Counseling, Study Visits, Students Seminars and other events, Cultural, Sports, NCC, NSS and Community Services:

AcademicYear	Nature of co-curricular Activities	Grading

Grading Criteria -At least 3 Activities: Good, 1-2 Activities: Satisfactory andnot involved in any Activities: Not Satisfactory

- d) Organizing Seminars/ Conferences/ Workshops, other College / University activities

Academic Year	Seminars/ Conferences/ Workshops Organized	Grading

Grading Criteria -At least 3 Activities: Good, 1-2 Activities: Satisfactory andnot involved in any Activities: Not Satisfactory

- e) Evidence of actively involved in guiding Ph.D. students :

AcademicYear	Number of students Guided during theAssessment Period	Grading

Grading Criteria -At least 3: Good, 1-2: Satisfactory and not guided: Not Satisfactory

- f) Conducting Minor or Major Research Project sponsored by National or International Agencies :

Academic Year	Minor Research Project (National)	Minor Research Project (International)	Major Research Project (National)	Major Research Project (International)	Grading

Grading Criteria -At least 3: Good, 1-2: Satisfactory and none: Not Satisfactory

- g) Al least one single or joint publication in peer reviewed or UGC list of journals :

AcademicYear	Peer-Reviewed / UGC listed journals	Grading

Grading Criteria -At least 3: Good, 1-2: Satisfactory and none: Not Satisfactory

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

Overall Grading:

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

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

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

Note:

For the purpose of assessing the grading of Activity at Category No.1 and Category No. II, 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.

APPENDIX-II

TABLE-II

Methodology for University 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 University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.)

Note 1:

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

- Peer-Reviewed or UGC-listed journals (Impact factor to be determined as per ThomsonReuters list):

(i)	Papers in refereed journals without impact factor		–	5 Points
(ii)	Papers with impact factor less than	1	–	10 Points
(iii)	Papers with impact factor between	1 and 2	–	15 Points
(iv)	Papers with impact factor between	2 and 5	–	20 Points
(v)	Papers with impact factor between	5 and 10	–	25 Points
(vi)	Papers with impact factor above	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 jointauthors.
- Joint Projects: Principal Investigator and Co-investigator would get 50% each.
- Paper presented can be claimed only once if it is a part of edited book and/orproceedings.
- For joint supervision of research students, the formula shall be 70% of the total score forSupervisor 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) on Policy Document and 6 on Invited lectures /Resource Person/Paper Presentation below shall have an upper capping of thirty percentof the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

Note 2: 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 University andacknowledgement for patent filing and approval letters, Students' Ph.D. award letter, etc.

1) Research papers published in Peer-Reviewed or UGC listed Journals:(Enclose the list and copies of the relevant research publications)

Year	Research Publications in Peer-reviewed or UGC-CARE listed Journals	Research Score		Total Research Score
		Faculty of Sciences/ Engineering & Technology	Faculty of Arts/Languages/ Social Sciences/ library/ Education/ Physical Education/ Commerce / Management & other related disciplines	
		8 marks per paper	10 marks per paper	
Total Research Score				

(See the Note given above for possible augmentation/sharing of Research score)

2) Publications (Other than Research papers)

(a) Books authored which are published by: (Enclose the list and copies of the relevant publications)

Year	Books authored		05 marks per Chapters in Edited Book	Editor of Book		Total Research Score
	12 marks per International Publishers	10 marks per National Publishers		10 marks per International Publishers	08 marks per National Publishers	
Total Research Score						

Year	Chapter or Research Paper/ Book	3 marks Per Chapter	8 marks PerBook	Total Research Score
Total Research Score				

Year	3 (a)	3 (b)	Total Research Score
	5 marks per Development of Innovative pedagogy	2 marks per each Design of new curricula and courses	
	Total Research Score		

Year	Development of complete MOOCs in 4 quadrants (4 credits course) (In case of MOOCs of lesser credits 05 Marks/credit) 20 marks per completed MOOCs	MOOCs (developed in 4 quadrant) 5 marks per module/lecture	Content writer/Subject matter expert for each module of MOOCs (at least one quadrant) 2 marks permodule	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credits) 8 marks percourse	Total Research Score
Total Research Score					

Year	Development of e-content in 4 quadrants for a complete course/e-book 12 marks per e-content	e-content (developed in 4 quadrants) 05 marks per e-content module	Contribution to development of e-content module incomplete course/paper/e- book (at least one quadrant) 02 marks per e-content module	Editor of e-content for complete course /paper/ e-book 10 marks per Editing	Total Research Score
Total Research Score					

Year	Activity:			Total Research Score
	Guiding Ph.D.		Guiding M.Phil. /P.G. dissertation 2 marks per Degree awarded	
	10 marks per degree awarded	05 marks per thesis submitted		
Total Research Score				

4. Research Projects / Consultancy:

(Enclose the copies of the relevant sanction letters of the projects)

Year	4 (b) Research Projects completed		4(C) Ongoing Research Projects		4 (d) Consultancy 03 marks per Project	Total Research Score
	10 marks per Project more than 10 lakhs	05 marks per Project less than 10 lakhs	05 marks per Project more than 10 lakhs	02 marks per Project less than 10 lakhs		
Total Research Score						

5. (a) Patents *(Enclose the copies of the relevant documents)*

Year	Title of the Patent		Total Research Score
	10 marks per International patent	7 marks per National patent	
Total Research Score			

5 (b) *Policy Document (Submitted to an International body/organization like UNO/UNESCO/Worldbank/International monetary fund etc. or Central Government or State Government) *(Enclose the copies of the relevant documents)*

Year	Name of the Policy document			Total Research Score
	10 marks per International Policy document	7 marks per National Policy document	4 marks per State Policy document	
Total Research Score				

*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b) on Policy Document above and 6 on Invited lectures / Resource Person/Paper Presentation below shall have an upper capping of thirty percent of the total research score of the teacher concerned.

5 (c) Fellowships/Awards

(Enclose the copies of the relevant documents)

Year	Fellowships / Awards		Total Research Score
	7 marks per International Fellowships/Awards	5 marks per national Fellowships/Awards	
Total Research Score			

6. *Invited lectures/ Resource person/ paper presentation in seminar/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)

Year	Invited Lectures / Resource person / paper presentation in seminar / Conferences / Full paper in conference proceedings				Total Research Score
	07 marks per Paper International (Abroad)	05 marks per Paper International (within country)	03 marks per Paper National	02 marks per Paper State/University	
Total Research Score					

(Enclose the copies of the relevant documents)

*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b) Policy Document and 6. Invited lectures / Resource Person/Paper Presentation above shall have an upper capping of thirty percent of the total research score of the teacher concerned.

List of Enclosures:

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

Undertaking:

I certify that the information provided above is correct as per records available and to the best of my knowledge.

Date:

Signature of the Teacher
Designation

Counter signed by:

Head of the Department with seal and Date

Principal with College seal and Date