**APPENDIX-I**

|  |  |  |
| --- | --- | --- |
| new logo blue.jpg | **Sant Longowal Institute of Engineering & Technology**  **(Deemed to be University under MHRD, Govt. of India)** | Circular No. |
| **Longowal, District Sangrur-148106, Punjab, India**  [www.sliet.ac.in](http://www.sliet.ac.in) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Date |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**PBAS Proforma for promotion under AICTE Career Advancement Scheme**

|  |
| --- |
| **Application for promotion from**: \_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Period of Assessment for the purpose of promotion (including grace period, if any):**  **From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

|  |  |  |
| --- | --- | --- |
| **1** | **Name (in Block Letters)** | **:** |
| **2** | **Father’s Name/Mother’s Name** | **:** |
| **3** | **Department** | **:** |
| **4** | **Current Designation & Grade Pay** | **:** |
| **5** | **Date of Last Promotion with date and order Number** | **:** |
| **6** | **Position and grade pay/level for which an applicant under CAS?** | **:** |
| **7** | **Date of eligibility for promotion** | **:** |
| **8** | **Date and Place of Birth** | **:** |
| **9** | **Sex** | **:** |
| **10** | **Marital Status** | **:** |
| **11** | **Nationality** | **:** |
| **13** | **Address for correspondence**  **(with Pincode)** | **:** |
| **14** | **Permanent Address**  **(with Pincode)** | **:** |
| **14.a** | **Contact Number** | **:** |
| **14.b** | **E-mail** | **:** |

**15. Academic Qualifications (Matric onwards):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Examination** | **Specialization** | **University/Board** | **Year** | **CGPA/ % of marks obtained** | **Division & Distinction** |
| **Matric** |  |  |  |  |  |
| **Intermediate (10+2)** |  |  |  |  |  |
| **Bachelor’s Degree (B.E./B.Tech./B.Sc./ BBA)** |  |  |  |  |  |
| **Master’s Degree (M.E./M.Tech./ M.Sc./MBA)** |  |  |  |  |  |
| **Ph.D.** |  |  |  |  |  |
| **D.Sc./D.Litt.** |  |  |  |  |  |
| **Other Exams (if any)** |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | |

1. **Record of service in SLIET**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Designation** | **Essential qualifications for the post at the time of appointment** | **Nature of appointment (Regular/ Fixed term/**  **Temporary/ Adhoc)** | **Nature of Duties** | **Pay-**  **Scale** | **Period** | | **Total experience** |
| **From** | **To** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**17. Total period of teaching Experience in SLIET: (in Years)**

**18. Short Term Courses attended:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Title** | **Place** | **Duration** | **No. of weeks (1/2/3)** | **Sponsoring Agency** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | |

**19. List of Publication (for the purpose of evaluation, attach copy of only best five publications):**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sr.No.** | **Authors** | **Title** | **Journal** | **Vol/No./Yr./pp** | **Indexed by** | **Impact Factor** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**20. Any other relevant information:**

**21. FUTURE PLANS**

**(Please provide a brief write up of your future plans for teaching and research)**

1. **Teaching:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Research:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- | --- | --- |
| **22.** | **List of self-attested testimonials attached (original to be produced at the time of interview) Please tick √ the ones applicable** | | | |
|  | i. | Matriculation Mark sheet / certificate |  |  |
|  |  |  |  |  |
|  | ii | Graduation mark sheets/ degree |  |  |
|  |  |  |  |  |
|  | iii | Post-Graduation mark sheets/ degree |  |  |
|  |  |  |  |  |
|  | iv | M.Phil. degree |  |  |
|  |  |  |  |  |
|  | v | Ph.D./ M.Phil. Degree |  |  |
|  |  |  |  |  |
|  | vi | Experience Certificates other than SLIET |  |  |
|  |  |  |  |  |
|  | vii | Post-Doctoral Fellowship |  |  |
|  |  |  |  |  |
|  | viii | Award (s)/ Fellowship (s) |  |  |
|  |  |  |  |  |
|  | ix | Academics Distinctions |  |  |
|  |  |  |  |  |
|  | x | Academic duties performed |  |  |
|  |  |  |  |  |
|  | xi | Administrative duties performed |  |  |
|  |  |  |  |  |
|  | xii | Research Publications including Books |  |  |
|  |  |  |  |  |
|  | xiii | Seminars/ Conferences/ Workshops/ Training Programmes attended |  |  |
|  |  |  |  |  |
|  | xiv | Seminars/ Conferences/ Workshops/ Training Programmes organized |  |  |
|  |  |  |  |  |
|  | xv | Research Guidance (No. of Students Guided) |  |  |
|  |  |  |  |  |
|  | xvi | Research Projects |  |  |
|  |  |  |  |  |
|  | xvii | Papers presented in Seminars/ Conferences/ Workshops |  |  |
|  |  |  |  |  |
|  | xviii | Peer recognition/citation of publications |  |  |
|  |  |  |  |  |
|  | xix | Consultancy undertaken |  |  |
|  |  |  |  |  |
|  | xx. | Others |  |  |
| Total Number of above self-attested testimonials attached\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (in words\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) | | | | |
| **N.B.** Applications without the above self-attested testimonials will not be entertained. | | | | |
|  | | | | |

**Certificate/Declaration**

|  |
| --- |
| I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ son/ daughter of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selection Committee or at any other stage, my candidature/ appointment may be cancelled by the SLIET, Longowal without prejudice to initiation of any other disciplinary action.  Signature of the applicant  **Date :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**Verified by the Reporting Officer/HoD**

Signature of Head of Department

**PART B: ACADEMIC PERFORMANCE INDICATORS**

***(To be filled by the Candidates)***

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CATEGORY I: Teaching, Learning and Evaluation Related Activities**

(Details of most recent academic year of the assessment period is to be given

1. **TEACHING WORK ASSIGNED**

(Semester I)

Duration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | Semester/Class | Sub. Code | Subject Name | No. of hours engaged per week | | | Total scheduled classes | Classes held | %age held | API Score |
|  |  |  |  | L | T | P |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | Total API Score | | | | | | | | |  |
| Serial Number of Proof Attached ……………. | | | | | | | | | | |

(Semester II)

Duration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | Semester/Class | Sub. Code | Subject Name | No. of hours engaged per week | | | Total scheduled classes | Classes held | %age held | API Score |
|  |  |  |  | L | T | P |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | Total API Score | | | | | | | | |  |
| Serial Number of Proof Attached ……………. | | | | | | | | | | |

(Summer courses)

Duration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | Semester/Class | Sub. Code | Subject Name | No. of hours engaged per week | | | Total scheduled classes | Classes held | %age held | API Score |
|  |  |  |  | L | T | P |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | Total API Score | | | | | | | | |  |
| Serial Number of Proof Attached ……………. | | | | | | | | | | |

|  |  |
| --- | --- |
| **Period** | **API Score** |
| Semester I (Max. 25) |  |
| Semester II (max. 25) |  |
| Teaching load in excess of AICTE norms including extra load during semester and summer term (max. 10) |  |
| Total API score |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| (ii) **Reading/ Instructional material consulted, and additional knowledge resources provided to students** | | | | | | | |
| S. No. | Semester /Class | Sub. Cod | Sub. Name | Consulted | Prescribed | Additional Resource provided | API Score |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| API Score based on preparation and imparting of knowledge/ instruction as per curriculum and syllabus enrichment by providing additional resources to students **(maximum score:20)** | | | | | | API Score | |
|  | |
| Serial Number of Proof Attached, if any ……………. | | | | | | | |

|  |  |  |
| --- | --- | --- |
| (iii) **Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.** | | |
| S.No. | Short Description | API Score |
|  |  |  |
|  | Total Score (maximum score:20) |  |
| Serial Number of Proof Attached, if any ……………. | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| (iv) **Examination duties assigned and performed:** | | | | | |
| S.No. | Type of Examination Duties | Date and time | Duties Assigned | Extent to which carried out (%) | API Score |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | Total Score (Max:25) | |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | |

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

# (Details of most recent academic year of the assessment period is to be given)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Type of Activities /Position** | **Duration/Date and time** | **Contributions** | **API Score** |
| (i) | Extension, Co-curricular &field-based Activities |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total (Maximum20) |  |  |  |
| (ii) | Contribution to corporate life and Management of the Institute |  | Yearly/ Semester wise responsibilities | API Score |
|  |  |  |  |
|  |  |  |  |
| Total (Maximum: 15) |  |  |  |
| (iii) | Professional Development Activities e.g. Organizing STC/ Seminar/ Conference/Continuing education program |  |  |  |
|  |  |  |  |
| Total (Maximum 15) |  |  |  |
| **Total Score (i+ii+iii)** | |  |  |  |
| Serial Number of Proof Attached, if any ……………. | | | | |

**CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**

**(Details of entire assessment period is to be given)**

**(For promotion to Professor, period from start of stage 3 can be counted along-with stage 4)**

**(A) Published Papers in Journals**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title with Vol/No./Yr./PP | Journal | ISSN/ISBN No. | Whether peer reviewed. /Indexed (Impact factor, if any) | No. of Co-authors | Whether you are the main author | API Score |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | | | |

**B (i) Articles/ Chapters published in Books**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title with page no. | Book Title, editor & publisher | ISSN/ISBN No. | Whether peer reviewed. | No. of Co-authors and Date of Publication | Whether you are the main author | API Score |
|  |  |  |  |  |  |  |  |
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| Serial Number of Proof Attached ……………. | | | | | | | |

**B(ii) Full papers in Conference Proceedings**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.N. | Title with page no. | Details of conference Publications | No. of Co-authors and Date of publication | Whether you are the main author | API Score |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | |

**B (iii) Books published as single author or as editor**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title with page no. | Type of Book & Authorship | Publisher & ISSN/ISBN No. | Whether Peer Reviewed | No. of Co-author & Date of Publication | Whether you are the main author | API Score |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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| Serial Number of Proof Attached ……………. | | | | | | | |

**C (i). Ongoing Research Projects**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title | Agency | Duration | | | Grant/ Amount Mobilized (Rs Lakhs) | API Score |
| From | To | Years |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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| Serial Number of Proof Attached ……………. | | | | | | | |

**C (ii). Ongoing Consultancy Projects**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title | Agency | Duration | | | Grant/ Amount Mobilized (Rs Lakhs) | API Score |
| From | To | Years |
|  |  |  |  |  |  |  |  |
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| Serial Number of Proof Attached ……………. | | | | | | | |

**C (iii). Completed Research Projects**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title | Agency | Duration | | | Grant/ Amount Mobilized (Rs Lakhs) | Whether Policy document/patent as outcome | API Score |
| From | To | Years |
|  |  |  |  |  |  |  |  |  |
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| Serial Number of Proof Attached ……………. | | | | | | | | |

**C (iv). Completed Consultancy Projects and Outcome**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title | Agency | Duration | | | Grant/ Amount Mobilized (Rs Lakhs) | Whether Policy document/patent as outcome | API Score |
| From | To | Years |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | | | | |

**(D) Project/Research Guidance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.N. | Number Enrolled | Thesis Submitted | Degree Awarded | API Score |
| Dip./B. E. Project |  |  |  |  |
| M. Phil or Equivalent |  |  |  |  |
| Ph.D or Equivalent |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | |

**E(i)** **Training Courses, Teaching-Learning-Evaluation Technology, Faculty Development Programs attended**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.N. | Programme/ Title | Duration | | | Organised by | API Score |
| From | To | No. of weeks |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | | |

**E (ii) Papers presented in Conferences, Seminars, Workshops, Symposia**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No. | Title of the paper presented | Title of Conference/Seminar etc | Date(s) of the event | Organised by | Whether International/ National/State/Regional/University or College Level | API Score |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | | |

**E(iii) Invited Lectures and Chairmanships at National or international Conference/ Seminars**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title of Lecture/ Academic Session | Title of Conference/Seminar etc | Date(s) of the event | Organised by | Whether International/ National/State | API Score |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | | |

**E(iv) Short-term courses organized.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Programme/ Title | Sponsored by | Duration | | | Percentage contribution in delivering expert lectures | API Score |
| From | To | No. of weeks |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | | | |

**E(iv) Patents.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title | Authors Names | Details of Patent | | | API Score |
| Filed | Published | Granted |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Serial Number of Proof Attached ……………. | | | | | | |

**IV SUMMARY OF API SCORES**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Criteria | Previous academic year score | | | | | | Total – API Score for Assessment Period | Annual Average API Score for Assessment Period |
| 1st | 2nd | 3rd | 4th | 5th | 6th |
| I | Teaching, Learning and Evaluation related Activities |  |  |  |  |  |  |  |  |
| II | Co-curricular, extension, professional development etc. |  |  |  |  |  |  |  |  |
|  | Total = I + II |  |  |  |  |  |  |  |  |
|  |  | Previous academic year scores | | | | | | Previous total of assessment period | Sum Total of assessment period |
| 1st | 2nd | 3rd | 4th | 5th | 6th |
| III | Research and Academic Contribution |  |  |  |  |  |  |  |  |
|  | Total API Score I+II+III |  |  |  |  |  |  |  |  |

**OTHER RELEVANT INFORMATION**

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

|  |  |
| --- | --- |
| S.N. | Details (Mention Year, Value etc. where relevant) |
|  |  |
|  |  |
| Serial Number of proof attached................. | |

**Certificate/Declaration**

|  |
| --- |
| I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ son/ daughter of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selection Committee or at any other stage, my candidature/ appointment may be cancelled by the SLIET, Longowal without prejudice to initiation of any other disciplinary action.  Signature of the applicant  **Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**Verified by the Reporting Officer/HoD**

Signature of Head of Department

N.B: The individual PBAS Performa duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the Institute as necessary and placed before the Screening-Cum-Evaluation Committee or Selection Committee for assessment /verification.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Information to be filled by the Screening Committee**

|  |  |  |
| --- | --- | --- |
| S.No. | Contents | Verification by Screening Committee |
| 1. | Whether application has been received within the due date | Yes/No |
| 2. | Whether fulfilling the requisite educational qualifications required under CAS | Yes/No |
| 3. | Whether completed the qualified service required under CAS | Yes/No |
| 4. | Whether attended the required number of STC etc. | Yes/No |
| 5. | Whether having required number of Research Publication | Yes/No |
| 6. | Whether requisite documents have been attached with the application form | Yes/No |
| 7. | Whether claimed the minimum required yearly/ cumulative API Score | Yes/No |

**7.1 SUMMARY OF API SCORES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Criteria | API Score for Assessment Period claimed by the candidate | API Score for Assessment Period verified by the Preliminary Screening Committee | API Score for Assessment Period further verified by the Screening-cum- Verification/Selection Committee |
| I | Teaching, Learning and Evaluation related Activities |  |  |  |
| II | Co-curricular, extension, professional development etc. |  |  |  |
|  | Total = I + II |  |  |  |
| III | Research and Academic Contribution |  |  |  |
|  | Total API Score I+II+III |  |  |  |

**Note-1** : The impact factor for a journal will be considered as on the date of year of publication.

**Note-2** : The publication will be considered from the date of acceptance of the publication.

**Recommendations of the Preliminary Screening Committee:**

The candidate is eligible/non-eligible to be considered for Screening-cum-Verification/Selection Committee as the case may be with respect of basic minimum requisitions under CAS.

Names and signatures of the Screening Committee Members

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Information to be filled by the Office**

|  |  |  |
| --- | --- | --- |
| S.No. | Contents | Verification by the Office |
| 1. | Whether Vigilance Clearance Certificate has been received from CVO in respect of Candidate | Yes/No |
| 2. | Whether any minor / major penalty has been imposed on him / her during the said assessment period | Yes/No |
| 3. | Whether work and conduct of the candidate as observed from the Annual Self Appraisal Report for the assessment period has been found to be Good. | Yes/No |
|  | 3.1 Proforma for Annual Performance Appraisal Report Gradings | |
|  | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Assessment Period |  |  |  |  |  |  | | Grading of Annual Assessment Report |  |  |  |  |  |  | | |
|  |  |  |

**Recommendations of the Office:**

The candidate is eligible/non-eligible to be considered for Screening-cum-Verification/Selection Committee as the case may be with respect to work and conduct.

Names and signatures of the Officials verified the particulars