



**TAMIL UNIVERSITY, THANJAVUR**  
**PBAS (PERFORMANCE BASED APPRAISAL SYSTEM)**

**Proforma (Format-II) for Promotion Under CAS**

As per UGC 2016 Notification Revised as per UGC 2018 Guidelines.

**General Information & Academic Background**

1. Name (in Block Letters) :
2. Father's Name / Mother's Name :
3. Date of Birth :
4. Sex :
5. Marital Status :
6. Nationality :
7. Category (SC / ST / OBC) :
8. Date of Joining in the present Institution :
9. Name of the Department / Centre :
10. Present Designation & Academic Level :
11. Application for the post & Pay :
12. Assessment period :
13. Permanent address :

Photo

Email:  
Mobile No:

14. Corresponding / Communication Address :

15. Details of positions held from first employment

Name of the post	Scale of pay	Institution	Date of		Reason for leaving
			Joining	leaving	

(As per service book)

16. Date of award of Ph.D. degree (if awarded during the assessment :  
Period and if so attach the degree certificate)

17. Details of Orientation / Refresher Courses, Research Methodology Course /Workshops, Syllabus Up-gradation Workshop/Training, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes of at least one week (5day) two weeks (10days) duration attended or taken one MOOC's course (with e-certification) or development of e-contents in four-quadrants / MOOC's course, contribution towards conduct of a MOOC's course during the assessment period.

**(Attach certificates and enter in SR)**

S.No.	Name of the Course / Programme	Organized institution	Period	Page number(s) of the certificates

18. Whether the applicant has attended required number of :  
course / programmes for promotion? (See the eligibility criteria)  
(Don't remove the eligibility criteria page(s))

19. Details of Publications in the peer-reviewed or UGC-listed journals  
**(Attach the list only)**

a) For the Promotion from Assistant Professor (SG/AL-12)  
to Associate Professor (AL-13A)

- (i) Number of publications during the assessment period :  
(Required 3)
- (ii) Number of publications during the period AL-10 to AL-12 :  
(Required 7)

b) For the Promotion from Associate Professor (AL-13A)  
to Professor (AL-14)

- (iii) Number of publications during the assessment period :  
(Required 3)
- (iv) Number of publications during the period AL-10 to AL-13A :  
(Required 10)

20. Whether the applicant has required number of publications for promotion?  
YES/NO

**Certified that the details given above are true.**

Signature of the Applicant

Place :

Date :

Countersigned by  
Head of the Department

Signature  
Dean of the Concerned Faculty

**ELIGIBILITY & PROMOTION CRITERIA  
FOR PROMOTION OF TEACHERS IN UNIVERSITIES  
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS**

S.No.	Promotion of Teachers through CAS	Service Requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor (Academic Level (AL)-10 to Senior Scale/ AL-11).	An Assistant Professor who has completed 4 years of service with a Ph.D. degree or 5 years of service with a M.Phil./PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc.and M.D., or 6 years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course.	<p>(i) One Orientation 21 days duration on teaching methodology;</p> <p>(ii) <b>Any one of the following:</b> Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period</p> <p>(iii) Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.</p> <p>(iv) 'Satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be.</p> <p>(v) Recommendation by the screening-cum evaluation committee.</p>

2	Assistant Professor (SS/AL-11 to Selection Grade (SG)/AL-12).	Assistant Professor with completed service of 5 years in SS/AL-11.	<p>(i) A Ph.D. Degree in the subject relevant/allied/relevant discipline.</p> <p>(ii) <b>Any two of the following in the last five years of Academic Level 11/Senior Scale:</b> Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least two weeks(ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10modules of a course/contribution towards the development of at least 10 modules of MOOCs course/contribution towards conduct of a MOOCs course during the period of assessment.</p> <p>(iii) Three research papers in the peer-reviewed journals or UGC-listed journals during assessmentperiod.</p> <p>(iv) ‘Satisfactory’ or ‘good‘ grade in the annual performance assessment reports of at least four of the last five years of the assessment period,</p> <p>(v) Recommendation by the screening-cum evaluation committee.</p>

3	Assistant Professor (SG/AL-12) to Associate Professor (AL-13A)  <b>(FOR ASSESSMENT PERIOD ONLY)</b>	Assistant Professor with completed service of three years in SG/AL-12.	<ul style="list-style-type: none"> <li>(i) A Ph.D Degree in the subject concerned/allied/relevant discipline.</li> <li>(ii) <b>Any one of the following during last three years:</b> Completed one course/ programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Tech-nology Programme/ Faculty Develop-ment Programme of at least two weeks (ten days) duration (or completed two coursesof at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.</li> <li>(iii) A minimum of 7 publications in the peer-reviewed or UGC-listed journals out of which 3 research papers should have been published during the assessment period.</li> <li>(iv) Evidence of having guided at least one Ph.D. candidate.</li> <li>(v) ‘Satisfactory’ or ‘good’ grade in the annual performance assessment reports of at least two of the last three years of the assessment period, and has a research score of at least 70.</li> <li>(vi) Recommendation by the selection committee.</li> </ul>
---	---	--	---

4	Associate Professor (AL-13A) to Professor (AL-14)  <b>(FOR ASSESSMENT PERIOD ONLY)</b>	Associate Professor with completed service of three years in AL-13A.	<ul style="list-style-type: none"> <li>(i) A Ph.D Degree in the subject concerned/allied/relevant discipline.</li> <li>(ii) A minimum of 10 research publications in the peer- reviewed or UGC-listed journals out of which 3 research papers should have been published during the assessment period.</li> <li>(iii) Evidence of having successfully guided doctoral candidate.</li> <li>(iv) ‘Satisfactory’ or ‘good’ grade in the annual performance assessment reports of at least two of the last three years of the assessment period and at least 110 research score.</li> <li>(vii) Recommendation by the selection committee.</li> </ul>
5	Professor (AL-14) to Senior Professor (AL-15)	Professor with ten years of completed service.	<ul style="list-style-type: none"> <li>(i) Academic achievement.</li> <li>(ii) Favorable review from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years of experience.</li> <li>(iii) Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.</li> <li>(iv) The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee.</li> </ul>

# TAMIL UNIVERSITY, THANJAVUR

## ASSESSMENT CRITERIA FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME

For Assistant Professor (SG/Academic Level-12) To Associate Professor (Academic Level-13A)  
&  
For Associate Professor (Academic Level-13A) To Professor (Academic Level-14)

### Category-I : TEACHING

#### Activities to be considered

Lectures, Tutorials, Practicals, Project Supervision, Field Work and Other Teaching Relevant Activities.

**Attach 1) Time Table (highlight the hours allotted to the applicant) and 2) Certificate from the Head of the Department clearly stating the actual teaching hours assigned and handled in each semester as evident in the class attendance register.**

**Table – I : Calculation of number of teaching weeks**

**Assessment Period : dd.mm.yyyy – dd.mm.yyyy**

Academic year (YYYY—YY)	Semester	Number of actual teaching days (A)	Number of paid leaves* to you (B)	Number of teaching days actually assigned to you (C = A – B)	Number of teaching weeks assigned to you (D = C/5)
	Odd				
	Even				
	Odd				
	Even				
	Odd				
	Even				
	Odd				
	Even				
	Odd				
	Even				

\* Paid leaves include Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation (ON DUTY).

Exclude CL, RH and loss of pay leaves.

Do not include the teaching days before and after the assessment period in the respective semester.

(Odd and even semesters would be 1 July to 30 November and 1 December to 30 April, respectively, of an academic year.)

#### Supporting documents attached

- 1) Time tables -- Page Numbers .....
- 2) Certificate from the HoD stating the total hours assigned and taught in each semester -- Page Numbers .....



**Table – II : Total hours assigned and taught and percentage of hours taught**

Academic year (YYYY—YY)	Semester	Number of teaching weeks assigned to you as per the last column Table-I (D)	Hours assigned per week as per the time table (E)	Total hours assigned to you in the semester (F = D X E)	Total hours taught as per the class attendance register (G)	Percentage of hours taught  H = ((G/F)*100 )
	Odd					
	Even					
	Odd					
	Even					
	Odd					
	Even					
	Odd					
	Even					
	Odd					
	Even					

**Table – III : Grading for teaching**

Academic year (YYYY—YY)	Semester	Percentage of hours taught as per the last column in Table-II (3)	Average percentage of hours taught in each year (4)	Average percentage of hours taught per year considering the entire assessment period (5)	Average percentage of hours taught per year considering excluding any one complete year in the assessment period <sup>#</sup> (6)	Grade <sup>*</sup> (7)
	Odd					
	Even					
	Odd					
	Even					
	Odd					
	Even					
	Odd					
	Even					
	Odd					
	Even					

<sup>#</sup> If the % in the 5th column is less than 70% then fillup the column 6.

If the % in the 5th column is equal to or above 70% then write NA in the column 6.

<sup>\*</sup> **Grading criteria based on the average percentage of hours taught either in the 5th column or in the 6th column.**

80% & above -- **Good**; 70 – 79 % -- **Satisfactory**; Less than 70% -- **Not satisfactory**

## Category-II : INVOLVEMENT IN THE STUDENTS AND RESEARCH RELATED ACTIVITIES

### II. A) Administrative Responsibilities

**List of responsibilities to be considered in this sub-category**

- 1) Head of the Department/Centre 2) Chair person of the School 3) Dean of Faculty
- 4) Director of School, Centre, etc. 5) Coordinator of Centre, Cell, Unit etc.
- 6) Hostel Warden 7) Any other administrative responsibilities assigned by the University/  
Department. (Controller of Examinations / Director / Co – Co-ordinator etc)

**Table -IV: Details of Administrative Responsibilities**

For each entry attach a supporting document.

Assessment Period : DD.MM.YYYY – DD.MM.YYYY

Name of the responsibility	Period of the responsibility	Page numbers of supporting documents

### II. B) Examination and Evaluation Duties Assigned by the University/Departments and the Examination Paper Evaluation Attended in the University Departments

**Table -V: Examination and Evaluation Duties**

For each entry, attach a supporting document.

For the duties assigned by the University attach the order copy issued by the university.

For the duties assigned by the HoD or involved in the semester exam paper evaluation in the  
Department(s) attach certificate from the HoD.

Assessment Period : DD.MM.YYYY – DD.MM.YYYY

Name of the responsibility	Period (year and semester) of the responsibility	Page numbers of supporting documents

## II. C) Student Related Co-Curricular, Extension and Field-Based Activities

### List of activities to be considered in this sub-category

- 1) Student Clubs
- 2) Career Counseling
- 3) Study Visits
- 4) Student Seminars
- 5) Cultural Events
- 6) Sports Events
- 7) NCC
- 8) NSS
- 9) Community Services
- 10) Any Other Related Activities

### Table -VI: Student Related Co-Curricular, Extension and Field-Based Activities

For each entry attach a supporting document.

For the duties assigned by the University attach the order copy issued by the university.

For the duties assigned by the HoD attach certificate from HoD.

Assessment Period : DD.MM.YYYY – DD.MM.YYYY

Name of the activity	Period (year and semester)/Dates of the activity	Page numbers of supporting documents

## II. D) Organizing Seminars/Conferences/Workshops and Other Related Activities

### Table -VII: Organizing Seminars/Conferences/Workshops and Other Related Activities

For each entry attach a supporting document.

Assessment Period : DD.MM.YYYY – DD.MM.YYYY

Name of the Programme	Dates of the Programme	Page numbers of supporting documents

## II. E) Guiding Ph.D. Students

**Table -VIII: Guiding Ph.D Students**

For each entry attach a relevant supporting document.

Assessment Period : ...../...../..... – ...../...../.....

Name of the candidate	Guiding/Synopsis submitted/ Thesis submitted/Degree awarded	Page numbers of supporting documents

## II. F) Conducting Minor or Major Research Projects

**Table -IX: Research Projects**

For each entry attach a copy of the project sanction letter.

Assessment Period : DD.MM.YYYY – DD.MM.YYYY

Name of the project	Names of the Principle and Co- Principle Investigators	Duration of the project (dd.mm.yy – dd.mm.yy)	Total budget in Rs.	Page numbers of supporting documents

## II. G) Publications in Peer Reviewed or UGC List of Journals

**Table -X: Publications in Journals**

For each publication attach first page of the publication.

Assessment Period : DD.MM.YYYY – DD.MM.YYYY

S.No.	Details of publications (Names of all the authors, Title, Volume number, Page numbers, Month and Year of publication)	Page numbers of supporting documents

## Summary of Category-II

**Table XI : Summary of Category-II**

S.No.	Title of sub-category	<i>Actively involved in the assessment period</i> (Yes/No)	Grade <sup>#</sup>
II A	Administrative Responsibilities		
II B	Examination and Evaluation Duties Assigned by the University/Departments and the Examination Paper Evaluation Attended in the University Departments		
II C	Student Related Co-curricular, Extension and Field-Based Activities		
II D	Organizing Seminars/Conferences/Workshops and Other Related Activities		
II E	Guiding Ph.D. Student		
II F	Conduction of Minor or Major Research Projects		
II G	Publications in Peer Reviewed or UGC List of Journals		

<sup>#</sup>Grade : **Good** – Involved in at least 3 activities from II A – II G.  
**Satisfactory** – Involved in 1 or 2 activities only from II A – II G.  
**Not Satisfactory** – Not involved in any of the activities from II A – II G.

## Overall Grading

**Table-XII: Scheme of Overall Grading**

Grade in		Overall Grade
Category-I: Teaching	Category-II: Involvement in the Students and Research Related Activities	
Good	Good or Satisfactory	Good
Satisfactory	Good or Satisfactory	Satisfactory
Not Satisfactory	Any Grade	Not Satisfactory
Any Grade	Not Satisfactory	Not Satisfactory

**Table XIII: Overall Grading**

Category	Grade	Overall Grade
I. Teaching		
II. Involvement in the Students and Research Related Activities		

## Category-III : ACADEMIC/RESEARCH SCORE

### III. A. Research Papers in Peer-Reviewed or UGC Listed Journals

Papers published in Refereed Journals (RJ) and other Reputed Journals (ORJ) as notified by the UGC

#### Scheme of Score to a Refereed Journal Paper for Faculty of Sciences/Engineering

Points for a paper with the impact factor (IF)					
Without IF	IF < 1	$1 \leq \text{IF} < 2$	$2 \leq \text{IF} < 5$	$5 \leq \text{IF} < 10$	IF $\geq 10$
8 + 5 = 13	8 + 10 = 18	8 + 15 = 23	8 + 20 = 28	8 + 25 = 33	8 + 30 = 38

#### Scheme of Score to a Refereed Journal Paper for other than Faculty of Sciences/Engineering

Points for a paper with the impact factor (IF)					
Without IF	IF < 1	$1 \leq \text{IF} < 2$	$2 \leq \text{IF} < 5$	$5 \leq \text{IF} < 10$	IF $\geq 10$
10 + 5 = 15	10 + 10 = 20	10 + 15 = 25	10 + 20 = 30	10 + 25 = 35	10 + 30 = 40

#### Scheme of Score to the author:

##### Single author Publication

**Single** Your score is 100% of the points of the paper.

##### For a Joint Publication with two authors

**JP70** 70% of the points of the paper.

##### For a Joint Publication with more than two authors

**JP70** You are the first author or the principal author or the corresponding author then your score is 70% of the points of the paper.

**JP30** You are other than the first author/principal author/corresponding author then your score is 30% of the points of the paper.

**Attach a list of publications. For each publication give names of all authors, title of the paper, name of the journal, volume number, pages, month and year of publication.**

**Page numbers of the attached list of publications -- --**

**Table XIV : Score for papers published**

**Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

S. No. of the publication in the attached list	Impact factor	Score to the paper	Nature of authorship (Single / JP30 / JP70 )	Score to the author	Page number of the first page of the attached paper
1					
2					
3					
4					
5					
<b>Total</b>					

### **III. B. Other than Research Papers**

#### **Books and Chapters in Books and Translation Works in Indian and Foreign Languages**

##### **Scheme of Score for a publication**

Nature of Publication	Score for a publication for all Faculty
Book -- International publishers	12
Book – National Publisher	10
Chapter in Edited Book	5
Editor of Book by International Publisher	10
Editor of Book by National Publisher	8
Chapter or Research Paper as a Translation Work	3
Book as a Translation Work	8

##### **Scheme of Score to the author:**

###### **Single author Publication**

**Single** Your score is 100% of the points of the publication

###### **For a Joint Publication with two authors**

**JP70** 70% of the points of the publication.

###### **For a Joint Publication with more than two authors**

**JP70** You are the first author or the principal author or the corresponding author then your score is 70% of the points of the publication.

**JP30** You are other than the first author/principal author/corresponding author then your score is 30% of the points of the publication.

**Attach a list of publications. For each publication give names of all authors, title of the book, title of chapter, name of the publisher, month and year of publication.**

**Table XV: Score for Books and Chapters in Books****Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

S. No. of the publication in the attached list	Book/Chapter in a Book/Editor of a Book/Translated Chapter/Translated Book	International / National	Score to the publication	Nature of authorship (Single / JP30 / JP70 )	Score to the author	Page number of the first page of the attached publication
1						
2						
3						
<b>Total</b>						

### **III. C. Creation of ICT Mediated Teaching-Learning Pedagogy and Content & Development of new and Innovative Courses and Curricula**

#### **Scheme of Score for a creation and development**

<b>Nature of creation and development</b>	<b>Score for a publication for all Faculty</b>
Development of Innovative pedagogy	5
Design of new curricula and courses	2
Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20
MOOCs (developed in 4 quadrant) per module/lecture	5
Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	2
Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	8
Development of e-Content in 4 quadrants for a complete course/e-book	12
e-Content (developed in 4 quadrants) per module	5
Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	2
Editor of e-content for complete course/ paper /e-book	10



### Scheme of Score to the author:

#### Single authorship

**Single** Your score is 100% of the points of the creation/development

#### For two authorships

**JP70** 70% of the points of the creation/development.

#### For more than two authorships

**JP70** You are the first author or the principal author or the corresponding author then your score is 70% of the points of the creation/development.

**JP30** You are other than the first author/principal author/corresponding author then your score is 30% of the points of the creation/development.

**Attach a list of the creation/development.**

**For each creation/development give names of all authors, title, name of the publisher, month and year of publication.**

**Table XVI : Score for creation and development**

**Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

S. No. of the creation/development in the attached list	Name(s) of all authors	DD.MM.YY YY of the publication	Score to the publication	Nature of authorship (Single / JP30 / JP70 )	Score to the author	Page number of the first page of the attached publication
1						
2						
3						
<b>Total</b>						

### III. D. Research

#### Scheme of Score for Guidance and Projects

Nature of research activity	Score for all Faculty
Ph.D. degree awarded	10
Ph.D. thesis submitted	5
M.Phil./PG dissertation	2 per awarded
Research project completed with total grant above 10 Lakhs	10
Research project completed with total grant less than 10 Lakhs	5
Research project ongoing with total grant above 10 Lakhs	5
Research project ongoing with total grant less than 10 Lakhs	2
Consultancy project	3

**Scheme of Score for the author : Ph.D. /M.Phil./PG Guidance**

Single Supervision : 100% of the score

Joint Supervision : 50% of the score

**Scheme of Score for the author : Project Investigators**

Project with Single Investigator : 100%

Project with more than one Investigator : 50% for each Investigator

**(i) Research Guidance****Table XVII A: Score for guidance (Ph.D./M.Phil./PG)****Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

Ph.D/ M.Phil/ PG	Name of the candidate / Regd. No.	Write submitted or provide date of viva- voce exam.	Guidance (Single / Joint)	Page number of the supporting document	Score
<b>Total</b>					

**(ii) Research Project****Table XVII B: Score for Research Project****Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

Details of the project (Title / Funding Agency / Total budget / Names of PI & all Co-PIs)	Status (PI/ Co-PI)	Page number of the supporting document	Score
Title :  Duration : DD.MM.YYYY – DD.MM.YYYY Funding Agency: Total Budget : Names of PI and Co-PI:			
Title :			

Duration : DD.MM.YYYY – DD.MM.YYYY Funding Agency: Total Budget : Names of PI and Co-PI:			
Title :  Duration : DD.MM.YYYY – DD.MM.YYYY Funding Agency: Total Budget : Names of PI and Co-PI:			
<b>Total</b>			

**(iii) Consultancy Project**

**Table XVII C: Score for Consultancy Project**

**Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

Details of the consultancy project (Title / Funding Agency / Total budget / Names of PI & all Co-PIs)	Status (PI/ Co-PI)	Page number of the supporting document	Score
Title :  Duration : DD.MM.YYYY – DD.MM.YYYY Funding Agency: Total Budget : Names of PI and Co-PI:			
Title :  Duration : DD.MM.YYYY – DD.MM.YYYY Funding Agency: Total Budget : Names of PI and Co-PI:			
<b>Total</b>			

### Summary of III D Research

**Table XVIII: Score for Research**

Nature of the activity	Score	Total Score
Guidance (Ph.D./M.Phil./PG)		
Research Project		
Consultancy Project		

### III. E. Patents, Policy Documents and Awards/Fellowships

#### (i) Patents

##### Scheme of Score for Patents Approved /Granted /Published

Nature of Patent	Score for all Faculty
International	10
National	7

##### Scheme of Score for the author

Single authorship : 100% of the score  
J70 -- Joint authorship (Two authors) : 70% of the score  
J30 -- Joint authorship (More than two authors) : 70% of the score for the First/Principal/  
Corresponding author and 30% of the score for each of the joint authors

**Table XIX A: Score for Patents**

**Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

Details of Patents (Title /Names of all the authors/Date of Publication)	Status (Single / J70 / J30)	Page number of the supporting document	Score
Title of the Patent:  Names of all the authors:  Date of Publication:  International/National :			

Title of the Patent :			
Names of all the authors:			
Date of Publication:			
International/National :			
<b>Total</b>			

## (ii) Policy Document

**Scheme of Score for Policy Document (Submitted to an International Body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)**

Nature of Policy	Score for all Faculty
International	10
National	7
State	4

### Scheme of Score for the author

Single authorship : 100% of the score  
J70 -- Joint authorship (Two authors) : 70% of the score  
J30 -- Joint authorship (More than two authors) : 70% of the score for the First/Principal/  
Corresponding author and 30% of the score for each of the joint authors

**Table XIX B: Score for Policy Documents**

**Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

Details of Policy Documents (Title /Names of all the authors/Date of acceptance)	Status (Single / J70 / J30)	Page number of the supporting document	Score
Title of the Document :			
Names of all the authors:			
Date of acceptance:			
International/National/State :			
Title of the Document:			
Names of all the authors:			
Date of acceptance:			
International/National/State			
<b>Total</b>			

### (iii) Awards/Fellowships

#### Scheme of Score for Awards/Fellowships

Nature of awards/fellowships	Score for all Faculty
International	7
National	5

**Table XIX C: Score for Awards/Fellowships**

**Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

Details of Awards / Fellowships	Page number of the supporting document	Score
Title of the award/fellowship :  Date of award/fellowship:  Funding Agency :  International/National:		
Title of the award/fellowship :  Date of award/fellowship:  International/National:		
<b>Total</b>		

### III. F. Invited Lectures/Resource Person/Paper Presentation in Seminars/Conferences/Full Paper in Conference Proceedings

#### List of activities to be considered

- 1) Invited Lectures 2) Resource Person 3) Paper Presentation in Seminars/Conferences
- 4) Full Paper in Conference Proceedings

#### Scheme of Score for invited lectures/resource person/paper presentation in seminars/conferences/full paper in conference proceedings

International (Abroad) (IA)	International (within India) (II)	National (N)	State/University (S or U)
7	5	3	2

**Table XX : Score for III F Invited Lectures ...****Assessment Period : DD.MM.YYYY – DD.MM.YYYY**

Name of the Activity	Details of activity (Name of the Programme, Place, Date of Presentation)	Level (IA or II or N or S or U)	Score
<b>Total</b>			

(Academic Only)

**Combined Research Score from the Categories of III E(ii) – Policy Document and III F Invited Lectures/Resource Person/Paper Presentation Taking Care of Upper Capping of 30% of the Total Research Score of the Teacher Concerned**

**Table XXI : Total Score in Category-III without Capping (SWOC) and Score in III E(ii) + III F with capping**

Sub-category of III	Score	Score SWOC : III E(ii) + III F	Score MAX: $0.3 \times T$	Score III E(ii) + III F with capping : Minimum of (SWOC, MAX)
III A		Example 200	Example 150	Example 150
III B				
III C				
III D				
III E(i)				
III E(ii)				
III E(iii)				
III F				
<b>Total (T)</b>	Example 500			

## Final Score in Category--III

**Table XXII : Total Score in Category-III with Capping in III E(ii) + III F**

Sub-category of III	Score
III A	
III B	
III C	
III D	
III E(i)	
III E(iii)	
III E(ii) + III F (From the last column of the Table XXI)	
<b>Total</b>	

### Minimum Score Required in Category—III

For promotion from Assistant Professor to Associate Professor -- 70

For promotion from Associate Professor to Professor --110

### Declaration

I \_\_\_\_\_, hereby declare that the particulars furnished above are true to my knowledge and are supported by documentary evidences.

Place :

Date :

Signature of the  
Applicant

Forwarded by

Head of the Department

Dean  
(Concerned Faculty)



