



FEB - 2017

BHARATHIAR UNIVERSITY

COIMBATORE – 641 046.

APPLICATION FORM

FOR CAREER ADVANCEMENT SCHEME PROMOTION AS PER SYNDICATE MINUTES & UGC GUIDELINES FOR UNIVERSITY FACULTY

Designation & Current Stage _____

Designation & Stage to be Promoted _____

Professor (Stage 5) to Senior Professor (Stage 6)

PART - A

GENERAL & ACADEMIC BACKGROUND

| | | | | | | | | |
|-----|--|--|----|-----|-----|--|----|----|
| 1. | Name (in Block Letters): | | | | | | | |
| 2. | Father's Name/Mother's Name: | | | | | | | |
| 3. | Date of Birth & Age: | | | | | | | |
| 4. | Category: Please tick (<input type="checkbox"/>) in appropriate box. | GEN | BC | MBC | DNC | SC | ST | PH |
| 5. | Current Designation & Academic Grade Pay (AGP): | | | | | | | |
| 6. | Department / School: | | | | | | | |
| 7. | Date of last Promotion, if any: | | | | | | | |
| 8. | Date of eligibility for promotion as per UGC Guidelines Letter dated 13.06.2013 N.B.: Counting of past service, if any, is to be considered while deciding the date of eligibility for promotion. | Applicant's Claim (In case of counting of past service for the date of eligibility for promotion, justification for the same is to be given) | | | | Official Note on Verification of the Claim | | |
| 9. | Address for correspondence (with pin code): | | | | | | | |
| | Permanent Address (with pin code): | | | | | | | |
| 11. | Telephone No./ Mobile No: | | | | | | | |
| 12. | E-mail Id: | | | | | | | |

All information provided here should duly be supported by documentary proof.

13. Academic Qualifications:

| A. Last Academic Qualification (other than research degree(s)): | | | | | |
|--|---------------------------------|-----------------|---------------------------------|--------------------------|-------------|
| Degree/ Certificate | Name of the Board/University | Year of Passing | Percentage of Marks Obtained | Division/ Class/Grade | Subject (s) |
| | | | | | |

| B. Research Degrees: | | | |
|-----------------------------|------------------------------|---------------|------------------------|
| Degree | Title of Dissertation/Thesis | Date of Award | Name of the University |
| M. Phil. | | | |
| Ph. D./D. Phil. | | | |
| D. Sc./D. Litt. | | | |
| Others | | | |

14. Position(s) held Prior to Joining this University, if any:

| Designation | Name of Employer | Date of | | Gross salary with AGP/Scale of Pay/ Total Pay | Reason for Leaving |
|-------------|------------------|---------|---------|---|--------------------|
| | | Joining | Leaving | | |
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15. Posts held after Appointment at the University:

| Designation | Department/School | Period | | Pay Scale/Academic Grade Pay (AGP)/Total Pay |
|-------------|-------------------|--------|----|---|
| | | From | To | |
| | | | | |
| | | | | |
| | | | | |

16. Period of Teaching and/ or Research Experience (Other than time taken for obtaining Ph.D. Degree:

| Teaching and/or Research Experience | No. of years | Total Experience (in years) |
|-------------------------------------|--------------|-----------------------------|
| I) Level of Classes | | |
| PG Classes | | |
| UG Classes | | |
| Total: | | |
| II) Research Experience | | |
| | | |
| | | |
| Total: | | |
| Total (I+II): | | |

17. Field(s) of Specialisation under the Subject/Discipline:

(a)

(b)

18.Orientation/ Refresher Course(s)/ Other Courses Attended:

| Title of the Course | Place | Duration (No. of Weeks/Days) | Period |
|---------------------|-------|------------------------------|--------|
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**PART-B:
ACADEMIC PERFORMANCE INDICATOR
(Format for application to Senior Professor)**

ALL INFORMATION PROVIDED IN THE API BASED PBAS PROFORMA MUST BE SUPPORTED BY DOCUMENTARY PROOF AND DOCUMENT TAG NO. AGAINST THE RELEVANT INDICATOR

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

| Category No. | Nature of Activity | Professor | | Self Appraisal Score to be submitted by the applicant [Academic year wise] | Supporting Document as proof [Tag No. 1, 2, 3... or 1 to n] | Verified API Score (for Office use only) |
|----------------------------------|--|-----------|--|--|---|--|
| | | Max Score | Actual Score | | | |
| I.a | Direct Teaching (Lectures/Tutorials/Practicals /Project Supervision/Field Work) | 60 | Actual hours spent per academic year ÷7.75 | Academic Year – 1 | | |
| | | | | Academic Year – 2 | | |
| | | | | . | . | |
| | | | | . | . | |
| | | | | . | . | |
| | Academic Year - 9 | | | | | |
| | Academic Year - 10 | | | | | |
| I.b | Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment | 20 | Actual hours spent per academic year ÷10 | Academic Year – 1 | | |
| | | | | Academic Year – 2 | | |
| | | | | . | . | |
| | | | | . | . | |
| | | | | . | . | |
| | Academic Year - 9 | | | | | |
| | Academic Year – 10 | | | | | |
| I.c | Innovative Teaching - learning methodologies, updating of subject contents/courses, mentoring etc. | 10 | Actual hours spent per academic year ÷10 | Academic Year – 1 | | |
| | | | | Academic Year – 2 | | |
| | | | | . | . | |
| | | | | . | . | |
| | | | | . | . | |
| | Academic Year - 9 | | | | | |
| | Academic Year - 10. | | | | | |
| TOTAL SCORE in category-I | | | | | | |

The minimum API Score required under Category-I is 70 per Year.

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES:

| Category No. | Nature of Activity | Professor | | Self Appraisal Score to be submitted by the applicant | Supporting Document as proof [Tag No. 1, 2, 3... or 1 to n] | Verified API Score (for Office use only) |
|--------------|---|-----------|--|---|---|--|
| | | Max Score | Actual Score | | | |
| II.a | <p>Student related co-curricular, extension and field based activities:</p> <p>(i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.)</p> <p>(ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)</p> <p>(iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)</p> | 15 | Actual hours spent per academic year ÷10 | | | |
| II.b | <p>Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities:</p> <p>i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge)</p> <p>(ii). Participation in Board of Studies, Academic and Administrative Committees</p> | 15 | Actual hours spent per academic year ÷10 | | | |

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|-----------------------------------|--|----|--|--|--|--|
| II.c | Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution) | 15 | Actual hours spent per academic year ÷10 | | | |
| TOTAL SCORE in Category-II | | | | | | |

The Minimum API Score required under category-II is 100 per Assessment period

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

| Category No. | Nature of Activity | Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences | Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management | Maximum score for University | Self Appraisal Score to be submitted by the applicant | Supporting Document as proof [Tag No. 1, 2, 3... or 1 to n] | Verified API Score (for Office use only) |
|--------------|---|---|--|-------------------------------|---|---|--|
| III (A) | Research Papers published in: | Refereed Journals as notified by the UGC | Refereed Journals as notified by the UGC | 25 per Publication | | | |
| | | Other Reputed Journals as notified by the UGC | Other Reputed Journals as notified by the UGC | 10 per Publication | | | |
| III (B) | Publications other than journal articles (books, chapters in books) | i. Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 30 per Book for Single Author | | | |

| | | | | | | | |
|---------------------------------|--------------------|---|--|---|--|--|--|
| | | ii. Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. | Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. | 20 per Book for Single Author | | | |
| | | iii. Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | 15 per Book for Single Author | | | |
| | | iv. Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. | International –10 per Chapter National – 5 per Chapter | | | |
| III(C) RESEARCH PROJECTS | | | | | | | |
| III (C) (i) | Sponsored Projects | (a) Major Projects with grants above Rs. 30 lakhs | Major Projects with grants above Rs. 5 lakhs | 20 per Project | | | |
| | | (b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs | Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs | 15 per Project | | | |

| | | | | | | | |
|--|--|---|---|---|--|--|--|
| | | (c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs | Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs | 10 per Project | | | |
| III (C) (ii) | Consultancy Projects | Amount mobilized with a minimum of Rs.10 lakhs | Amount mobilized with a minimum of Rs. 2 lakhs | 10 for every Rs.10 lakhs and Rs.2 lakhs, respectively | | | |
| III (D) RESEARCH GUIDANCE | | | | | | | |
| III (D) (i) | M.Phil. | Degree awarded | Degree awarded | 5 per candidate | | | |
| III (D) (ii) | Ph.D. | Degree awarded / Thesis submitted | Degree awarded / Thesis submitted | 15/10 per candidate | | | |
| III (E) Fellowships, Awards and Invited lectures delivered in conferences / seminars: | | | | | | | |
| III (E) i | Fellowships/ Awards | International Award/Fellowship from academic bodies | International Award / Fellowship from academic bodies/ associations | 15 per Award / 15 per Fellowship | | | |
| | | National Award/Fellowship from academic bodies | National Award/Fellowship from academic bodies/ associations | 10 per Award / 10 per Fellowship | | | |
| | | State/University level Award from academic bodies | State/University level Award from academic bodies/ associations | 5 Per Award | | | |
| III (E) (ii) | Invited lectures / papers | International | International | 7 per lecture / 5 per paper presented | | | |
| | | National level | National level | 5 per lecture / 3 per paper presented | | | |
| | | State/University level | State/University level | 3 per lecture / 2 per paper presented | | | |
| | The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | | | | | | |
| III(F) | Development of e-learning delivery process/material | | | 10 per module | | | |

The Minimum API Score required under category-III is 400 per Assessment period

PART-B: SUMMARY OF API SCORES FOR THE ENTIRE ASSESSMENT PERIOD:

| SUB- CATEGORY | Minimum Required Score | Self Appraised Score | Verified API Score (for office use only) |
|-------------------|---------------------------|----------------------|--|
| Category- I | 70 per Year | | |
| Category- II | 100 per Assessment period | | |
| Category- III | 400 per Assessment period | | |
| Category II + III | 600 per Assessment period | | |

PART – C: OTHER RELEVANT INFORMATION

Please give details of any other significant contributions not included above. All information provided here should be supported by documentary proof.

| Sl. No. | Details (Mention year, value, etc., where relevant) |
|---------|---|
| | |
| | |

LIST OF ENCLOSURES: (Please attach, documentary proofs including copies of certificates, sanction orders, papers, etc. wherever necessary)

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|----|--|
| 1. | |
| 2. | |
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I certify that all information including the personal data and duly filled PBAS proforma provided and documentary proof enclosed herewith are correct.

Signature of the Applicant

Place:

Date:

Countersigned by:

Head of the Department/ Director of School/Dean of the Faculty concerned (in case the candidate is Head/Director)

Office Seal:

Place:

Date: