

**Dept of Higher Education, U.P.**  
**CAREER ADVANCEMENT SCHEME (CAS)**

PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR IN COLLEGES.

*(As per revised guideline of UGC notified in Gazette of India, Part III, Section-4, No-271 dated 18 July 2018 and U.P. Govt. Order No. 600/Satter-1-2019-16(114)/2010 dated 28-06-2019)*

**Application for Assistant Professor Stage-II (Academic Level 10 to 11) /  
Assistant Professor Stage-III (Academic Level 11 to 12)/  
Associate Professor Stage-IV (Academic Level 12 to 13A)**

**PART-I: PERSONAL DATA**  
**(To be filled up by the Assistant Professor/Associate Professor)**

	Application for the promotion of (please ✓)		<input type="checkbox"/> Assistant Professor Stage-II (AL-10 to 11) <input type="checkbox"/> Assistant Professor Stage-III (AL-11 to 12) <input type="checkbox"/> Associate Professor Stage-IV (AL-12 to 13A)
01	Name (In BLOCK Letters)		
02	Father's/Mother's/Husband Name		
03	Department		
04	Mobile number		
05	Email ID		
06	College Name & Address		
07	Website		
08	College NAAC Grade and date of validity		
09	Current Designation and Academic Level and pay		
10	Date of first Joining as regular (in Govt. College of U.P.)		
11	Which position and Academic Level (11, 12, 13A) are you an applicant under CAS		
12	Date of eligibility for promotion		
13	Order number and date of last promotion (if applicable)		
14	Assessment period		
15	Date of required RC/OC/ short term course as per UGC regulation 2018, Part-II of this form		

16	Date of award of Ph.D. (Date is Considered as displayed on degree or Approved by EC of University, Proof to be attached) Ph.D. is an essential qualification for promotion in Academic Level 13A (Page 81 of UGC regulation 2018)					
17	Date and Place of Birth					
18	Sex					
19	Nationality					
20	Indicate whether belongs to SC/ST/OBC category					
21	Address Postal					
22	Address Permanent					
23	<b>Academic Qualifications:- (High School till Post Graduation)</b>					
24	<b>Examination</b>	<b>Name of Board/University</b>	<b>Year of Passing</b>	<b>Division /Class Grade</b>	<b>Subject/s</b>	<b>Rank and Remark if any</b>
	Matriculation /High School					
	Intermediate (10+2)					
	B.A. /B.Sc. / B.Com. /& equivalent					
	M.A./ M.Sc./ M.Com. & Equivalent					
	Other , if any					

**25 Research Degree (s):**

Degree	Title	Date of Award	University
M. Phil			
Ph.D. / D. Phil			
D.Sc. / D. Lit			
Other (Please Specify)			

**26 Particulars of NET/JRF/SLET/GATE etc.**

Name of the Test	Name of the Test conducting body	Month and Year	Roll No.	Subject	Score, where applicable

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**27 Service Record:**

	Sr. No	Post/ Designation	Name of Employer	Date of		Pay Scale/Pay Band & AGP	Reason of Leaving	Major achievement
				Joining	Leaving			
	1.	Assist. Prof.	Principal, Meerut college, Meerut	02.02.2009	Contd.	Rs.15600-39100, AGP Rs.- 7000/- (present AGP)	-	-

<b>28</b>	Period of teaching experience		
	a) P.G. Classes (in years)		
	b) U.G. Classes (in years)		
<b>29</b>	Research Experience excluding years spent in M.Phil. / Ph.D. (in years)		
<b>30</b>	Fields of Specialization under the Subject / Discipline (if any)		

**PART-II**  
**CAREER ADVANCEMENT SCHEME (CAS)**

**PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR IN COLLEGES.)**

Assessment Period.....Stage.....

**31-Eligibility and Criteria for CAS Promotion: (as specified in Clause 6.4(B) of UGC Regulation 2018)**

	<b>Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)</b>	Proof page no
Stage-I Eligibility	Assistant Professors who have completed four years of service and having a Ph.D. degree or five years of service and having an M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech.,M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./ PG Degree in Professional courses	
	Attended one OC of 21 days on teaching methodology Completed one RC / Research Methodology Course or Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning- Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration Or Completed one MOOCs course (with e-certification or development of e-contents in four quadrants /M OOCs course during the assessment period.	
CAS Promotion Criteria	He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least 3/4/5 of the last 4/5/6 years of the assessment period as the case may be, as specified in Appendix II, <b>Table 1</b> ,	<b>Part-III</b>

*The promotion is recommended by a screening-cum-evaluation committee.*

Proof  
page no

	<b>Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)</b>	
Stage-II Eligibility	Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale <b>Any two of the following in the last five years of Academic Level-11/ Senior Scale:</b> Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/Syllabus Up Gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programme/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programmes 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 MOOCs course in the relevant subject (with e-certification); or ontribution towards 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 conducting of a MOOCs course during the period of assessment.	
CAS Promotion Criteria	The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least 4 of the last 5 years as prescribed in Appendix II, Table 1	<b>Part-III</b>
	<i>The promotion is recommended by a screening-cum-evaluation committee.</i>	

	<b>Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)</b>	Proof page no
Stage-III Eligibility	completed Three years of service in (Selection Grade/Academic Level 12) A Ph.D. degree in subject relevant /allied/relevant discipline Any one of the following RC/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching- Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration Or 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 (with ecertification); or contribution towards development of e-contents 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.	
CAS Promotion Criteria	The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least 2 of the last 3 years as prescribed in Appendix II, Table 1	<b>Part-III</b>
	The promotion is recommended by the selection committee in accordance with these Regulations.	





35	<p><b>Declaration by the applicant:</b> I certify that the information provided is correct as per records available with the University/College and/or and documents enclosed along with this duly filled CAS preforma.</p>	
	<p style="text-align: right;">Signature of faculty..... Name... Designation...</p>	
36	<p><b>Report of Principal and Convenor/Director of IQAC</b> All the document submitted by Assistant Professor/Associate Professor are verified and found authentic. The Overall grading is Good or Satisfactory each year during assessment period, as mentioned the above are correct.</p>	
	<p>..... Name &amp; Signature of the Principal Name of the college: Place... Date...</p>	<p>..... Name &amp; Signature of the Convenor/Director of IQAC: Name of the college: Place... Date...</p>

	<p><b>N.B.:</b> The individual proforma for CAS promotion duly filled along with all enclosures, will be duly verified by the IQAC and shall be placed before the Screening cum Evaluation Committee or Selection Committee for Promotion.</p>	
37	<p>In case of the Principal/Convenor IQAC is not satisfied with the reporting by the teacher in the self-appraisal and thus not willing to certify (as mentioned above), then Principal/Director, H.E./Convenor IQAC must record below the reasons in writing for not certifying the reported self-appraisal information as mentioned in PART- II and PART-III (serial no. 31 to serial number 32).</p>	
	<p>..... Signature of the Principal Name of the college..... ..... Place:..... Date:.....</p>	<p>..... Signature of the Convenor/Director of IQAC: Name of the college..... Place... Date...</p>

