



बौदा कृषि एवं प्रौद्योगिक विश्वविद्यालय , बौदा-210001, उ०प्र०
Banda University of Agriculture & Technology, Banda-210001

**CAREER ADVANCEMENT SCHEME
(CAS)**

**Application Form For Assistant Professor (Academic Level 10 to Assistant Professor
(Senior Scale/Academic Level 11)**

PART-A: General Information & Academic Background

S.N.	Particulars	Details
1.	Name (In BLOCK Letters)	
2.	Father's/Mother's/Husband's Name	
3.	Date & Place of Birth	
4.	Sex	
5.	Marital Status	
6.	Nationality & Domicile	
7.	Category (SC/ST/OBC/PWD/General)	
8.	Address for correspondence (with Pin code)	
9.	Mobile number	
10.	Telephone no.	
11.	Email ID	
12.	Permanent Address (with Pin code), in case different from correspondence address	
13.	Department	
14.	Current Designation and Academic Level	
15.	Date of award of Ph.D. Please specify, the date of Degree awarded. (Date is Considered as displayed on degree or Approved by EC of University, Proof to be attached)	
16.	Date of Eligibility	
17.	Period of Assessment	
18.	Period on leave during the years of assessment (specify details of different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation, as applicable)	
19.	Date of Joining in the post of Assistant Professor in Academic Level 10	
20.	Date of completion of 4 yrs (Ph.D.) In the post of Assistant Professor in Academic Level 10	
21.	Date of completion of 5 yrs (M.Phil./ PG Degree in Professional Courses, such as M.Tech.,M.V.Sc., etc.) In the post of Assistant Professor in Academic Level 10	
22.	Date of completion of 6 yrs (without Ph.D./M.Phil./ PG Degree in Professional courses)	



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	In the post of Assistant Professor in Academic Level 10	
23.	Attended one orientation/ refresher/ methodology courses/ Winter School/ Summer School/ CAFT/ Training etc. of 21 days duration on teaching methodology/ refresher/ training/ research methodology during the assessment period. (Yes or no). If yes, specify details of Orientation course. (Proof shall be attached)	
24a.	Any one of the following: Completed Refresher/ Research Methodology Course/ School/ Summer School/ CAFT/Training/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration during the assessment period. (Yes or no). If yes, specify details of Programme. (Proof shall be attached) Or	
24b.	Taken one MOOCs course (with e-certification) during the assessment period If yes, specify details of Programme. (Proof shall be attached) Or	
24c.	Development of e-contents in four-quadrants / MOOC's course during the assessment period. (Yes or no). If yes, specify details of Programme. (Proof shall be attached)	
25.	Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period (Yes or no). If yes, specify details of publication. (Proof shall be attached)	



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26.	Academic Qualifications:- (High School till Post Graduation)						
	Examination	Name of Board / University	Year of Passing	Division/ Class Grade	Subject/s	Rank and Remark if any	
	Matriculation /High School						
	Intermediate (10+2)						
	Graduation						
	Post Graduation						
	Other , if any						

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

28.	Particulars of NET/JRF/SLET/GATE etc.						
	S.N.	Name of the Test	Name of the Test conducting body	Month and Year	Roll No.	Subject	Score, where applicable

29.	Service Records							
	S.N.	Post/ Designation	Name of Employer	Date of		Pay Scale/Pay Band & AGP	Reason of Leaving	Major achievement
				Joining	Leaving			

30.	Period of teaching experience (in years) a. Undergraduate: b. Postgraduate:						
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31.	Courses taught at various levels during the academic year Under Graduate					
S. N.	Academic Session	Semester	Course Name	Credit hrs	Name (s) of teacher (s) if taught jointly	
Post Graduate						
S. N.	Academic Session	Semester	Course Name	Credit hrs	Name (s) of teacher (s) if taught jointly	
Ph.D.						
S. N.	Academic Session	Semester	Course Name	Credit hrs	Name (s) of teacher (s) if taught jointly	
32.	Guiding of students a. Guiding of students Master's Students					
S.N.	Name of Students	Degree Programme	Year of passing	Thesis Title	As Major guide/ Co-guide	
b. Guiding of students Ph.D. Students						
S.N.	Name of Students	Degree Programme	Year of passing	Thesis Title	As Major guide/ Co-guide	
33.	Field of Specialization under the subject/Discipline :					
34.	Details of Course/Programme/Workshop/MOOCs attended or completed a. Details of Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes/ Winter School/ Summer School/ CAFT/ Training etc.					



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S.N.	Details of Programme	Place	Period		Sponsoring/Organising Agency
			From	To	

b. MOOCs completed with e-certification

S.N.	Details of MOOC	Subject	Certificate providing Agency	Date of certification	E-certification no.

c. Contribution towards development of e-content/MOOCs in 4-quadrants

S.N.	Details of e-contents/MOOCs in 4-quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/other)

d. Contribution towards conduct of MOOCs

S.N.	Details of MOOC	Subject	Sponsoring Agency	Year	Level (UG/PG/other)	E-certification no.

(Signature of Candidate)
Name & Designation

I do certify that I have completed all the above requirements for the promotion under CAS.

Signature with date

Recommended and forwarded for promotion under CAS from Assistant Professor Academic Level 10 to Assistant Professor (Senior Scale/Academic Level 11) to Dr. /Shri/Mr. w.e.f.

Head of Department/In-charge
Note: Please send 6 copies of duly filled-in performa.

Dean



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SECTION B.2:

ADMINISTRATIVE SUPPORT, EXAMINATION AND EVALUATION DUTIES, STUDENT RELATED CO-CURRICULAR, EXTENSION AND FIELD BASED ACTIVITIES, RESEARCH AND ACADEMICS RELATED ACTIVITIES

2. Students related activities/research activities:

Grading Criteria:

- I. Good - Involved in at least 3 activities
- II. Satisfactory - 1-2 activities
- III. Not-satisfactory - Not involved / undertaken any of the activities

(a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden, In-charge/Nodal Officer etc.

S.No.	Nature of Activity	Designation	University/ College/ Department	Duration	
				From	To

(b) Examination and evaluation duties assigned by the university or attending the examination paper evaluation/ question-papers setting for university/college examinations.

S.No.	Nature of Activity	Designation	Name of University/Institute	Duration	
				From	To

(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services etc.

S.No.	Name/ Nature of Activity	Designation	Duration	
			From	To

(d) Organizing seminars/ conferences/ workshops/ training, other college/university activities.

S.No.	Nature of Activity	Name of Activity	Designation	Venue	Duration	
					From	To

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

S.No.	Name of Student & ID	Name of Department & College	Designation	Status		
				Registered	Thesis Submitted	Degree Awarded



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(f) Conducting minor or major research developmental/in-house project sponsored by University/national or international agencies.

S.No.	Title of the Project	Budget	Funding Agency	Status (Completed/ongoing)	Duration	
					From	To

(g) At least one single or joint publication in peer-reviewed or UGC list of Journals.

S.No.	Title of the paper	Journal Name	Year	Volume & Page no./DOI	ISSN No	*NAAS rating/Impact factor	**Authorship	Reference no. of NAAS /UGC CARE list

* NAAS rating/Impact factor to be determined from the latest published NAAS/ Thomson Reuter's list

** The authorship is to be filled as:

- i. One of Two authors
- ii. For more than two authors:
 - o First/Principal/ Corresponding Author
 - o Joint Author

Overall Grading For B.2

No. of activities covered*	
Overall Grading	

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

(Please attach supporting documents for the activities/experience claimed)

SUMMARY OF GRADING FOR THE ACADEMIC YEAR

S.No.	Activity	Section	Gradation (To be given/ verified by HoD/Dean)
1.	Teaching Activity	B.1	
2.	Student Related/Research Activity	B.2	

Overall Grading for the Academic Year for the Section B,1 and B.2*

*Note: Overall grading for the Academic Year is to be defined as follows:

- i. Good: Good in B1 and good or satisfactory in B2
- ii. Satisfactory: Satisfactory in B1 and good or satisfactory in B2.
- iii. If neither good or satisfactory in overall grading.



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PART-C: OTHER RELEVANT INFORMATION

- (a) Membership/Fellowship of Learned bodies / Societies:
- (b) Literary, cultural or other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctions obtained:
- (c) Please give details of any other credential, significant contributions, awards received, responsibilities, etc. not mentioned earlier.
- (d) Future Plans (In approximately 150 words):

LIST OF ENCLOSURES: *(Please attach self-certified copies of certificates, sanction orders, papers, etc. wherever necessary)*



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PART D- DECLARATION

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents attached with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to legal/disciplinary proceedings.

Date:

Place:

Signature

Name & Designation of the Applicant

Certified that..... has been working as
..... in this Department since

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

The gradations have been verified on the basis of the performance of the applicant and the credentials/ documents provided and enclosed herewith by the applicant.

Head of the Department

Verified and Forwarded by

Dean



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PART E- Certificate (To be filled by Establishment Office)

- i. Verified that the information furnished by the Teacher with regard to service particulars, class, research achievements/publications etc are correct.
- ii. For the assessment period (from.....to)
- iii. No minor /major penalty has been imposed on him/her during the said assessment period.
- iv. The work and conduct of Dr.as observed from
the Annual Assessment Report for the assessment period has been found to be satisfactory.
- v. AAR grading for the assessment period are given below:

Assessment Period						
Grading by the Reporting officer						

Remarks by Director concerned:
