

University: Sambalpur University
PBAS Proforma for Promotion under CAS

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:**
6. **Which position and grade pay are you an applicant under CAS?**
7. **Date of eligibility for promotion:**
8. **Date and place of Birth:**
9. **Sex:**
10. **Marital Status:**
11. **Nationality:**
12. **Indicate whether belongs to SC/ST/OBC category:**
13. **Address for correspondence (with Pincode)**
14. **Permanent Address (with Pincode)**

Telephone No:

Email:

Full Signature of the Teacher

Date:

15. Academic Qualifications (Matric till post-graduation):

Examination	Name of the Board/ university	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
High School/Matric					
Intermediate					
B.A/B.Sc./B.Com/ B.Mus/Others					
M.A/M.Sc./M.Com/ M.Mus./Others					
Others examination, if any					

16. Research Degree(s)

Degrees	Title	Date of Award with Notification	University
M.Phil./M.Tech			
Ph.D./D.Phil.			
D.Sc./D.Litt.			

17. Appointments held prior to joining this institution

Designation	Name of Employer	Date of Joining		Salary with Grade	Reason of Leaving
		Joining	Leaving		

Full Signature of the Teacher

Date:

18. Posts held after appointment at this institution:

Designation	Department	Date of actual Joining		Grade
		From	To	

19. Period of teaching experience: P.G. Classes(in years) : U.G. Classes (in years)

20. Research Experience excluding years spent in M.Phil/Ph.D. (In years)

21. Fields of Specialization under the Subject /Discipline

(a)...

(b)...

22. Academic Staff College Orientation/Refresher Course attended (During the period of assessment under CAS): (Attach copy of certificates)

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

Full Signature of the Teacher

Date:

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling out this section)

CATEGORY: 1. (TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES)

- (i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

Semester	Course/Paper	Level	Method of teaching* L,S,T,P,C	Hours per week allotted	% of classes taken as per documented record

*Lecture (L), Seminar(S), Tutorial (T), Practical (P), Contact Hours(C)

		API Score
(a)	Classes Taken(max 50 for 100% performance & proportionate score up to 80% performance, below which no score may be given)	
(b)	Teaching Load in excess of UGC norm(max score:10)	

- (ii) Reading/Instructional material consulted and additional knowledge resources provided to students

S.No	Course/Paper	Consulted	Prescribed	Additional Resource provided
API score based on Preparation and imparting of knowledge/instruction as per curriculum & syllabus enrichment by providing additional resources to students (max. score:20)				API Score

Full Signature of the Teacher

Date:

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

S.No.	Short Description	API Score
	Total Score (Max Score:20)	

(iv) Examination Duties Assigned and Performed

S.No	Type Of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (Max: 25)			

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

Please mention your contribution to any of the following:

S.No	Type of Activity	Average Hrs./week	API Score
	(i) Extension, Co-Curricular & field based Activities		
	Total (Max:20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly/Semester wise responsibilities	API Score
	Total (Max:15)		
	(iii) Professional Development Activities		API Score
	Total (Max: 15)		
	Total Score(i + ii + iii) (Max :25)		

Full Signature of the Teacher

Date:

CATEGORY: III. (RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS)**III A(i) Published Papers in Journals**

Sl. No.	Title, Vol., Page No., Year	Journal Name	ISBN/ISSN, Refereed / Non refereed, Indexed/Non-indexed	Impact Factor (API score)	List of authors	Status as author (First/Corresponding/supervisor)	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III A(i)								

III A (ii) Conference Proceedings as Full Papers (Abstract not to be included)

Sl. No.	Authors, Title, Vol., Page No., Year	Details of conference publications	ISBN/ISSN, Refereed / Non refereed, Indexed/Non-indexed	Impact Factor (API score)	No. of Co-authors	Status as author (First/Corresponding/supervisor)	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III A (ii)								

Full Signature of the Teacher

Date:

III B(i) Articles/ Chapters Published in Books

S. No.	Authors, Chapter Title, Vol., Page No., Year	Book Title, Editor & Publisher with Publisher's address	ISBN/ISSN No.	Whether peer reviewed / (API score)	No. of Co-authors	Status as author (First/Corresponding/supervisor)	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III B (i)								

III B(ii) Books Published as single author or as editor

S. No.	Authors, Title of Book	Editor & Publisher	ISBN/ISSN No.	Whether peer reviewed / (API score)	No. of Co-authors	Status as author or as editor	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III B (ii)								

III C(i) Sponsored Projects carried out/ ongoing

S. No.	Title of the Sponsored project	Duration	Amount Sanctioned	Funding Agency	Status as Investigator	Completed /Ongoing	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III C(i)								

Full Signature of the Teacher

Date:

III C(ii) Consultancy Projects carried out/ ongoing

S. No.	Title of the Consultancy project	Duration	Amount Sanctioned	Funding Agency	Status as Investigator	Completed/ Ongoing	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III C(ii)								

III C(iii) Completed Projects/Consultancies (Quality Evaluation)

S. No.	Title of the projects/ consultancies	Completed project report accepted by funding agency	Amount Sanctioned	Funding Agency	Status as Investigator	API Score of project	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III C(iii)								

III C(iv) Projects Outcome /Outputs

S. No.	Title of the projects/ consultancies	Patent/ Technology transfer/ Product/ Process/Policy document	Amount Sanctioned	Funding Agency	Status as Investigator	API Score of project	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III C(iv)								

Full Signature of the Teacher

Date:

IIID. Research Guidance (During the period of assessment under CAS only)

III D (i): M. Phil (Degree awarded only)						
S. No.	Name of the student/ Enrolment No.	Title of Thesis	University	Degree awarded (Year)	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III D(i)						

III D (ii): Ph.D (Degree awarded only)							
S. No.	Name of the student/ Regd. No.	Title of Thesis	Status as Guide	University	Degree awarded (Year)	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III D(ii)							

III E. Training Courses and Conferences/ Seminar/ Workshop attended (During the period of assessment under CAS only)

E(i). Refresher Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (Max. 30 points)

(not less than one week duration)

S. No.	Name of Programme	Organized By	Duration	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III E(i)					

Full Signature of the Teacher

Date:

E(ii). Papers presented in conferences, seminars, workshops, symposia

S. No.	Title of the paper presented	Title of Conference/ Seminar/ Workshops/ Symposia	International/ National/ State/ Regional/ College or University level	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III E(ii)					

E(iii) Invited Lectures and Chairmanships at National or International Conference/Seminars etc.

S. No.	Title of the Invited lecture/ Academic Session	Title of conference/ seminar/ refresher course etc.	International/ National	API Score Claimed	API Score awarded
Total API Score Claimed from Category: III E(iii)					

IV. SUMMARY OF API SCORES

Category	Criteria	Last Academic Year	Total – API Score for Assessment Period	Annual Average API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Professional development etc.			
	Total I + II			
III	Research and Academic Contribution			

Full Signature of the Teacher

Date:

The Summary of Total API Score and Capped API Score from Category-III (A to E) are mentioned below:

Sl.	Category	Self assessed API score by the Candidates	API Capping (%)	Max. Score Applicable	Final API score claimed by Candidate	Final API score Awarded
1	Category III.A		30.0 %			
2	Category III.B		25.0 %			
3	Category III.C		20.0 %			
4	Category III.D		10.0 %			
5	Category III.E		15.0 %			
6	Total API Score		100.0 %			

Full Signature of the Teacher

Date:

PART C: OTHER RELEVANT INFORMATION

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

S. No.	Details (Mention Year, value etc. where relevant)

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

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

I certify that the information provided is correct as per records available with the University and/or documents enclosed along with the duly filled PBAS proforma.

**Signature of HOD/School
Chairperson/Principal**

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

Full Signature of the Teacher

Date: