



PERIYAR UNIVERSITY

State University - NAAC A++ Grade — NIRF Rank 63 - ARIIA Rank 10

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**PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) OF
ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTION UNDER
CAREER ADVANCEMENT SCHEME (CAS) AS PER UGC REGULATIONS 2018**

PERIOD OF ASSESSMENT: FROM _____ TO _____

**APPLICATION FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME
(CAS) FROM LEVEL _____ TO LEVEL _____**

(To be submitted in 3 sets along with all enclosures)

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

01.	Name (in Block letters)	:	
02.	Date and Place of Birth	:	
03.	Sex	:	
04.	Mother Name	:	
05.	Father Name	:	
06.	Marital status	:	
07.	Spouse Name	:	
08.	Nationality	:	
09.	Indicate whether you belong to SC/ST/MBC/BC category (include sub category if applicable)	:	
10.	Department	:	
11.	Current Designation & Level	:	
12.	Date of last Promotion	:	
13.	Position and level applied	:	

14.	Date of eligibility for promotion :			
15.	Address (in Block letters)			
a. For Communication	Mr. /Ms. /Dr.			
			
			
PINCODE:.....			
	Telephone No. with STD Code:.....			
Mobile No:				
E-mail:				
b. Permanent	Mr. /Ms. /Dr.			
			
			
PINCODE:.....			
16. Academic Qualifications (Starting from Under Graduation) :				
Degree	Name of the University	Year of Passing	% of marks / CGPA	Subject(s) (Major subject)

17. Research Degree(s)Details :

Degree	Title	Date of Award	University/Authority
M.Phil.			
Ph.D.			
D.Sc. / D. Litt,			
Other Exams, if any			

18. Positions held prior to joining this Institution

Designation	Name of the Employer	Date of		Pay with Grade/level	Reason for leaving
		Joining	Leaving		

19. Position held after appointment in this Institution

Designation	Department	Period		Pay band with AGP	Pay Level
		From	To		

20. Teaching Experience: # P.G.: _____ Years; U.G.: _____ Years (MM/YY)
 (# as on the last date mentioned in the advertisement)

21. Research Experience excluding years spent in M.Phil. / Ph.D. (MM/YY):

22. Orientation /Refresher Course attended

Name of the Course/Summer School	Organizer & Place	Duration		Sponsoring Agency
		From	To	

PART B: PROFOMÁ FOR PBAS BASED ACADEMIC PERFORMANCE INDICATORS

(Please see Table 1 of Appendix II of the UGC Regulation, 2018)

TABLE 1.1: TEACHING IN EACH ACADEMIC YEAR*(During Assessment Period)

Sl. No.	Academic Year	Semester	Course / Paper	No. of hours assigned per semester	Actual hours taken per semester	% of classes taken	Grading (for office use only)
	Year 1	Odd Sem					
		Even Sem					
	Year 2	Odd Sem					
		Even Sem					
	Year 3	Odd Sem					
		Even Sem					
	Year 4	Odd Sem					
		Even Sem					
	Year 5	Odd Sem					
		Even Sem					
	Year 6	Odd Sem					
		Even Sem					

**Certificate from the HOD should be enclosed*

Note: Classes taught/taken includes tutorials, lab and other teaching related activities.

TABLE 1.2: INVOLVEMENT IN UNIVERSITY STUDENTS RELATED ACTIVITIES / RESEARCH ACTIVITIES

(Details/Evidence should be produced only for the assessment period)

- a) Administrative responsibility (including as HOD, Dean/Principal/Chairperson / Convener/ Director/Coordinator/Warden/Deputy Warden other duties that require regular office hours for its discharge)

Sl. No.	Nature of Responsibility	Duration	
		From	To

- b) Examination and Evaluation duties assigned and performed

Sl. No.	Type of examination duties	Month/Year	Duties Performed

- 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, YRC and community services

Sl. No.	Nature of Responsibility	Duration		Activities
		From	To	

- d) Organizing seminars / conferences / workshops and other University activities

Sl. No.	Name of the Event	Duration		Responsibility carried out
		From	To	

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

Sl. No.	Programme	Students Enrolled	Thesis Submitted	Degree awarded
	M. Phil.			
	Ph. D.			

f) Conducting research projects sponsored by national and international agencies

Sl. No.	Title	Funding Agency	Amount Sanctioned	Period	
				From	To

g) Provide one best single/joint publication in peer reviewed or UGC CARE list of journals

Sl. No.	Title, Journal with Volume, Year and Page nos.	ISSN

TABLE 2: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

1. RESEARCH PAPERS PUBLISHED IN PEER REVIEWED / UGC CARE LISTED JOURNALS*:

Sl. No.	Title, Journal with Volume, Year and Page nos.	ISSN	PEER Reviewed/ UGC CARE	Impact Factor (Thompson Reuters)	Sole / first author or corresponding author	No. of co-authors	API Score Claimed*	API Score Awarded (For office use only)
TOTAL								

*8 Points per paper – Science disciplines

10 Points per paper – other disciplines

Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points

(a) **Two authors:** 70% of total value of publication for each author.

(b) **More than two authors:** 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

2. PUBLICATIONS (OTHER THAN RESEARCH PAPERS)

a) **BOOKS / BOOK CHAPTERS/EDITED BOOKS AUTHORED WHICH ARE PUBLISHED BY INTERNATIONAL / NATIONAL PUBLISHERS, WITH ISBN/ISSN NUMBER**

i) BOOKS*

Sl. No.	Title of the Book	Published Year	National/ International	Publisher Name	ISBN/ ISSN No.	Sole/first author/ co-author	API Score Claimed*	API Score Awarded (For office use)
TOTAL								

*12 per Book for single/first author (International Publisher); 10 per Book for single/first author (National Publisher) – for Co-authors 50% of points

ii) BOOK CHAPTERS in EDITED BOOKS

Sl. No.	Chapter Title with page nos.	Book Title	ISSN / ISBN No.	Editor, Publisher, year	Sole / first author	No. of co-authors	API Score Claimed*	API Score Awarded (For office use only)
TOTAL								

* 5 per Chapter for single author, 50% for co-authors

iii) EDITED BOOKS

Sl. No.	Title	Publisher & year of publication	ISSN / ISBN No.	Sole / first Editor	No. of co-editors	API Score Claimed*	API Score Awarded (For office use only)	
TOTAL								

* 10 per Book for single/first Editor (International Publisher); 8 per Book for single/first Editor (National Publisher)- 50% for co-editors

b) TRANSLATION WORKS IN INDIAN AND FOREIGN LANGUAGES

i) CHAPTER OR RESEARCH PAPER

Sl. No.	Title with page nos.	Book Title, editor, publisher & year	ISSN / ISBN No.	Sole / first author/co-author	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

ii) BOOK

Sl. No.	Title with page nos.	Book Title, editor, publisher & year	ISSN / ISBN No.	Sole / first author /co-author	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

* 3 per Chapter; 8 per Book for sole and first author / 50% for co-authors

3. CREATION OF ICT MEDIATED TEACHING LEARNING PEDAGOGY AND CONTENT DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

a) DEVELOPMENT OF INNOVATIVE PEDAGOGY

Sl. No.	Name of Innovative Pedagogy Developed	Subject	API Score Claimed*	API Score Awarded (For office use only)
TOTAL				

* 5 for each

b) DESIGN OF NEW COURSES

Sl. No.	Name of New Course	API Score Claimed*	API Score Awarded (For office use only)

**2 per new course*

c) MOOCs

i) Development of complete MOOCs in 4 quadrants

Sl. No.	Name of MOOCs Course	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**5 marks/credit*

ii) MOOCs (developed in 4 quadrant) per module/lecture

Sl. No.	Name of MOOCs Course	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**5 for each*

iii) Content writer/subject matter expert for each module of MOOCs (at least one quadrant)

Sl. No.	Name of MOOCs Course	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**2 for each*

iv) Course Coordinator for MOOCs

Sl. No.	Name of MOOCs Course	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**8 for each 4 credit course(In case of MOOCs of lesser credits 2 marks/credit)*

d) E-CONTENT

i) Development of e-Content in 4 quadrants for a complete course/e-book

Sl. No.	Name of the Module	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**12 for each*

ii) e-Content (developed in 4 quadrants) per module

Sl. No.	Name of the Module	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**5 for each*

iii) Contribution to development of e-content module in complete course/paper/e-book (atleast one quadrant)

Sl. No.	Name of the Module	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**2 for each*

iv) Editor of e-content for complete course/ paper /e-book

Sl. No.	Name of the Module	No. of Quadrants/Credits	Duration of Course	No. of module/lecture	Organizing Institute	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**10 for each*

4. a) RESEARCH GUIDANCE:

	Awarded (No.)	Thesis Submitted (No.)	Supervisor/Guide or Joint Supervisor / Co-guide	API Score Claimed*	API Score Awarded (For office use only)
PhD					
M.Phil					
P.G. Dissertation					
TOTAL					

• *Ph.D - 10 per degree awarded; 5 per thesis submission*

• *M.Phil./P.G. Dissertation -2 per degree awarded*

Note: For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.

b) RESEARCH PROJECTS COMPLETED:**i) More than 10 lakhs**

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. in lakhs)	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

** 10 per Project for PI/50% for co-PIs per project*

ii) Less than 10 lakhs

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. in lakhs)	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

** 5 per Project / 50% for co-PIs per project*

c) RESEARCH PROJECTS ONGOING*:**i) More than 10 lakhs**

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. in lakhs)	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

** 5 per Project / 50% for co-PIs per project*

ii) Less than 10 lakhs

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. in lakhs)	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

** 2 per Project / 50% for co-PIs per project*

d) Consultancy

Sl. No.	Title and Nature of consultancy	Agency	Period	Amount (Rs.)	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

**3 per consultancy*

5. a) IPR (Patents, Copyrights, Designs etc.,)

Sl. No.	Title	IPR Name and Number	National/International	Agency	Year of Award	API Score Claimed*	API Score Awarded (For office use only)
TOTAL							

**10 for International; 7 for National*

b) Policy document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central / State Govt.)

Sl. No.	Title	Agency	National / International / State	API Score Claimed*	API Score Awarded (For office use only)
TOTAL					

** 10 for each International / 7 for National/Central Govt. / 4 for State Govt.*

C) Awards/Fellowship

Sl. No	Title of Fellowship / Award	Year of Award	Academic body/ Association/Agency	National/ International	API Score Claimed*	API Score Awarded (For office use only)
TOTAL						

** 7 for International /5 for National*

6. Invited lectures / Resource Person / Paper presentations in Seminars/Conferences/Full paper in Conference Proceedings*

S.No	Title	Invited/Lead/Key Note/Resource person/ Presented	Title of Seminar / Conference / Workshop	International (Abroad) / International (within India) / National / State / University level	Place and Date	API Score Claimed*	API Score Awarded (For office use only)
			TOTAL				

**International (Abroad) - 7, International (within India) - 5, National - 3, State / University-level - 2*

Note:

- *Paper presented if part of edited book or proceeding then it can be claimed only once.*
- ***For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.*
- *The research score shall be from the minimum of three categories out of six categories.*

SUMMARY OF API SCORES

Item No.	Criteria	Total-API Score for Assessment Period
1.	Journal Publications	
2.	Books/Books Chapters	
3.	ICT	
4.	Research	
5.	IPR and Awards	
6.	Lectures (Invited etc.,)	

PART C: OTHER RELEVANT INFORMATION

1. PLEASE GIVE DETAILS OF ANY OTHER CREDENTIAL, SIGNIFICANT CONTRIBUTIONS, AWARDS RECEIVED ETC. NOT MENTIONED EARLIER.

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

1. Membership/fellowship in professional Bodies

2. Future plans (in 150 words)

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

1	6
2	7
3	8
4	9
5	10

2. Detail about Departmental disciplinary actions/legal cases, if any

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.

Place & Date:

Signature of the faculty with Designation

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.

3. Forwarded by Head of the Department:

Certified that all the information/documents provided by Dr. _____
was duly verified with original and found correct.

Signature of the HOD

Ref.no.

Date:

Office Seal

4. Forwarded by Dean of Faculty :

Certified that all the information provided by Dr. _____
was duly verified.

Signature of the Dean

Date:

Office Seal

5. Receipt and dispatch details of the Registrar Office :

Date of receipt from the Dean of Faculty :

Date of forwarded to the Director IQAC :

Registrar

Ref. no.

