S.N.D.T. WOMEN'S UNIVERSITY, MUMBAI
(for University Teachers & Conducted College Teachers)
Academic/Research Score Proforma as per UGC Regulations-2018 dated 18th July, 2018 &
Government Resolution No. Misc-2018 /C.R.56/18/UN-1 Dt. 8th March 2019 and

Corrigendum Dt. 10th May 2019
For
CAS promotions for Assistant Professor/ Associate Professor, Professor, for University Teacher & Conducted Colleges & Senior Professor for Univ.Teach.
(Level 10 to 11, 11 to 12,12 to 13A, 13A to 14, 14 to 15)

Part A : General Information and Academic Background

1. Name (in Block Letters) :-

2. Name of College:-

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. Address (With Pin Code) :-

Telephone/Mobile No. :-

Email :-

9. Research Degree(s)

Degrees	Title	University	Date of award
M. Phil.			
Ph.D.			
D.Sc/D. Litt.			

10. Appointments held

Sr. No	Designation	Name of Employer	Date of		Reason of leaving, if any	Service on grantable or non-grantable basis
			Joining	leaving		

11.Orientation / Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programs'/ Faculty Development Programs of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course

Sr. No	Name of the Course	Place	Duration	Sponsoring Agency

Signature of Teacher

S.N.D.T. Women's University,
Mumbai -20
CAS PROMOTION PROFORMA FOR STAGE – 1 TO 2 (LEVEL 10 TO 11)
(for University Teachers & Conducted College Teachers)

REPORT OF THE SCREENING CUM-EVALUATION COMMITTEE TO CONSIDER THE PROMOTION UNDER CAS AS PER GOVERNMENT OF THE MAHARASHTRA GR. NO. Misc-2018/C.R.56/18/UNI-1 DATED 8TH MARCH,2019 AND CORRIGENDUM NO. Misc-2018/C.R.56/18/UNI-1 DATED 10TH MAY,2019 IMPLIMENTED BY UNIVERSITY VIDE CIRCULAR NO. TASS(CT)/ICD/2018-2019/1241 DATED 26TH MARCH,2019 AND NO.TAAS(UT/CT)/ICD/08/2019-2020 DATED 04TH JULY, 2019(7TH PAY)

FROM ASSISTANT PROFESSOR (ACADEMIC LEVEL-10) TO ASSISTANT PROFESSOR (SENIOR SCALE/ACADEMIC LEVEL-11)

NAME OF THE DEPARTMENT: _____   DATE : _____

NAME OF THE TEACHER : _____   SUBJECT: _____

Qualifcation	Specify the date of declaration of Result M.Phil/ Ph.D. Degree & NET/SET Exams	Date of regular appointment in previous College/ University (with letter No. and date of letter of approval)	Date of regular appointment in Present University Department (with letter No. and date)	Period of probation	1)Orientation Course of 21 days duration on teaching methodology. 2)Any one of the following: Completed Refresher/ Research Methodology course/ Workshop/ Training Teaching-Learning-Evaluation, Technology Prog. /Faculty Development Prog. of at least one week.(5days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants/ MOOC's course during the assessment period:	No. of research publication in the peer-reviewed journals or UGC listed journals during assessment period. (one Research publication)	Date of Completion of 4/5/6 Years in the Post of Assistant Professor in Academic Level 10	Due date of Placement in the Assistant. Professor (Sr. Scale/ Academic Level 11)	Assessment Period	API Grading Teaching Table-1(1)	API Grading involvement in the University Students related activities Table -1(2)	Total Score of Table 1(1) and (2)
								00.00.0000	2019-20			

Recommendation:- Recommended/ Not Recommended for promotion from Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11) with effect from _____

Assessment Criteria and Methodology for the University Teachers

Sr. No.	Nature of Activity	Description of activity	Self-Appraisal score							Verified APL score						
			Assessment Report of at least 3/4/5 of the last four/five/six years							Assessment Period						
			Yr.1	Yr.2	Yr.3	Yr.4	Yr.5	Yr.6	Overall Grading	Yr.1	Yr.2	Yr.3	Yr.4	Yr.5	Yr.6	Overall Grading
1	Teaching : Number of classes taught / total classes assigned*100% (Classes taught includes sessions on tutorials. Lab and other teaching related activities)	i) Good: 80% & above ii) Satisfactory: Below 80% but 70% & above iii) Not satisfactory: Less than 70% (Lectures. Practical, Tutorials, Project Supervision, filed work, group discussion seminars, any other.)														
2	Involvement in the University students related activities/research activities. (a to g)	i) Good: Involved in at least 3 activities ii) Satisfactory: 1-2 activities iii) Not-satisfactory: Not involved/ undertaken any of the activities.														

Note:
1. Assistant Professor (academic Level 10) to Assistant Professor (Senor Scale/ academic Level 11) : He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be.
2. Assistant Professor(Senior Scale/ Academic Level 11) to Assistant Professor (Selection Grade/ Academic Level 12): He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least four of the last five years of the assessments period.
3. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (academic Level 13A): He/She gets 'satisfactory' or 'good' grade in the annual performance assessment reports of least two of the last three years of the assessments period. As specific in Appendix II, Table 1 and has a research score of at least 70 as per Appendix II Table 2.
4. Associate Professor (Academic Level 13A) to Professor (Academic Level 14): The teacher gets 'satisfactory' of 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period. As per Appendix II. Table 1 and at least 110 research score as per Appendix II. Table 2.

S.N.D.T. Women's University, Mumbai -20
CAS PROMOTION PROFORMA FOR STAGE – 2 TO 3 (LEVEL 11 TO 12)
(for University Teachers & Conducted College Teachers)

REPORT OF THE SCREENING CUM-EVALUATION COMMITTEE TO CONSIDER THE PROMOTION UNDER CAS AS PER GOVERNMENT OF THE MAHARASHTRA GR. NO. Misc-2018/C.R.56/18/UNI-1 DATED 8TH MARCH,2019 AND CORRIGENDUM NO. Misc-2018/C.R.56/18/UNI-1 DATED 10TH MAY,2019 IMPLIMENTED BY UNIVERSITY VIDE CIRCULAR NO. TASS(CT)/ICD/2018-2019/1241 DATED 26TH MARCH,2019 AND NO.TAAS(UT/CT)/ICD/08/2019-2020 DATED 04TH JULY, 2019(7TH PAY)

FROM ASSISTANT PROFESSOR (SENIOR SCALE/ACADEMIC LEVEL-11) TO ASSISTANT PROFESSOR (SELECTION GRADE/ACADEMIC LEVEL-12)

NAME OF THE DEPARTMENT: _____   DATE : _____

NAME OF THE TEACHER : _____   SUBJECT: _____

Qualification Ph.D. Degree in the subject concerned/ allied/ relevant discipline	Specify the date of declaration of Result M.Phil/ Ph.D. Degree & NET/SET Exams	Date of regular appointment in previous College/ University (with letter No. and date of letter of approval)	Date of regular appointment in Present University Department (with letter No. and date)	Period of probation	Any two during the last 5 years assessment period Refresher course/ research Methodology/ workshops/ syllabus Up-gradation Workshop/Teaching- learning-Evaluation/ Technology Progs. /Faculty Development Progs. of at least Two weeks (10 days) Durations, (or completed 2 courses of at least 1 week (5days) duration in lieu of every single course/ programme of at least two weeks (ten days) duration, or, completed One MOOCs course in the relevant subjects (with e-certificate); or contribution towards the development of e-contents in four-quadrant/ (at least 1 quadrant)min. of 10 modules of MOOC's course/ contribution towards conduct of a MOOC's course during the assessment period:	Three research publication in the peer-reviewed journals or UGC listed journals during assessment period	Date of placement / promotion in the post of Assistant Professor (Sr. Scale Academic Level-11)	Date of Completion of 5 Years in the post of Assistant Professor in (Sr. Scale/ Academic Level 12)	Due date of Placement in the Assistant Professor (Selection. Grade/ Academic Level 12)	Assessment Period	API Grading Teaching Appendix-II Table 1(1)	API Grading involvement in the University Studnts related activities Appendix-II Table -1(2)	Total Score of Appendix-II Table 1(1) &(2)
							00.00.0000	00.00.0000	00.00.0000	0000-00			

Recommendation:- Recommended/ Not Recommended for promotion from Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/ /Academic Level 12) with effect from._____.

Assessment Criteria and Methodology for the University Teachers

Sr. No.	Nature of Activity	Description of activity	Self-Appraisal score						Verified APL score					
			Assessment Report (at least four of the last five years)						Assessment Period					
			Yr.1	Yr.2	Yr.3	Yr.4	Yr.5	Overall Grading	Yr.1	Yr.2	Yr.3	Yr.4	Yr.5	Overall Grading
1	Teaching : Number of classes taught / total classes assigned*100% (Classes taught includes sessions on tutorials. Lab and other teaching related activities)	i) Good: 80% & above ii) Satisfactory: Below 80% but 70% & above iii) Not satisfactory: Less than 70% (Lectures. Practical, Tutorials, Project Supervision, filed work, group discussion seminars, any other.)												
2	Involvement in the University students related activities/research activities. (a to g)	i) Good: Involved in at least 3 activities ii) Satisfactory: 1-2 activities iii) Not-satisfactory: Not involved/ undertaken any of the activities.												

Note:

1. Assistant Professor (academic Level 10) to Assistant Professor (Senor Scale/ academic Level 11) : He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be.
2. Assistant Professor(Senior Scale/ Academic Level 11) to Assistant Professor (Selection Grade/ Academic Level 12): He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least four of the last five years of the assessments period.
3. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (academic Level 13A): He/She gets 'satisfactory' or 'good' grade in the annual performance assessment reports of least two of the last three years of the assessments period. As specific in Appendix II, Table 1 and has a research score of at least 70 as per Appendix II Table 2.
4. Associate Professor (Academic Level 13A) to Professor (Academic Level 14): The teacher gets 'satisfactory' of 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period. As per Appendix II. Table 1 and at least 110 research score as per Appendix II. Table 2.

S.N.D.T. Women's University, Mumbai -20
CAS PROMOTION PROFORMA FOR STAGE – 3 TO 4 (LEVEL 12 TO 13A)
(for University Teachers & Conducted College Teachers)

REPORT OF THE SCREENING CUM-EVALUATION COMMITTEE TO CONSIDER THE PROMOTION UNDER CAS AS PER GOVERNMENT OF THE MAHARASHTRA GR. NO. Misc-2018/C.R.56/18/UNI-1 DATED 8TH MARCH,2019 AND CORRIGENDUM NO. Misc-2018/C.R.56/18/UNI-1 DATED 10TH MAY,2019 IMPLIMENTED BY UNIVERSITY VIDE CIRCULAR NO. TASS(CT)/ICD/2018-2019/1241 DATED 26TH MARCH,2019 AND NO.TAAS(UT/CT)/ICD/08/2019-2020 DATED 04TH JULY, 2019(7TH PAY)

FROM ASSISTANT PROFESSOR (SELECTION GRADE/ACADEMIC LEVEL-12) TO ASSOCIATE PROFESSOR (ACADEMIC LEVEL-13A)

NAME OF THE DEPARTMENT: _____   DATE : _____

NAME OF THE TEACHER : _____   SUBJECT:_____

Qualification Ph.D. Degree in the subject concerned /allied/ relevant discipline	Specify the date of declaration of Result M.Phil/ Ph.D. Degree & NET/SET Exams	Date of regular appointment in previous College/ University (with letter No. and date of letter of approval)	Date of regular appointment in Present University Department (with letter No. and date)	Any one during the assessment period Refresher Courses/ Research Methodology Workshops/Syllabus Up-Gradation Workshop/ Teaching- Learning-Evaluation Technology Prog./Faculty Development prog. of at least two weeks(ten days) duration (or completed 2 course of at least 1 weeks (5days) duration in lieu of every single course/programme of at least two weeks (ten days) duration Or, completed One MOOCs course (with e-certification) or contribution towards the development of e-content in four-quadrant (at least 1 quadrant) min. of a course/contribution towards the development of at least 10 modules of MOOC's course/ contribution towards conduct of a MOOC's course during the assessment period.	Seven research Publication in the peer-reviewed journals OR UCG listed journals out of which three research papers during the assessment period. (Total 7 R.P)	No. of Ph.D Candidate (with Evidence) (At least 1 Student)	Date of placement / promotion in the post of Assistant Professor (Sr. Scale Academic Level-11)	Date of Completion of 5 Years in the post of Assistant Professor in (Sr. Scale/ Academic Level 12)	Date of Completion of 3 Years in the Post of Assistant Professor in (Sl. Grade/ Academic Level 12)	Due date of Promotion in the Associate Professor (Academic Level 13A)	Assessment Period	API Grading Teaching Appendix-II Table 1(1)	API Grading involvement in the University Students related activities Appendix-II Table -1(2) (Research Score of At least 70)	Total Score of Appendix-II Table 1(1) &(2)
							00.00.0000	00.00.0000	00.00.0000	00.00.0000	0000-00			

Recommendation:- Recommended/ Not Recommended for promotion from Assistant Professor (Selection Grade/Academic Level 12) to Assistant Professor (Academic Level 13 (A)) with effect from _____.

Assessment Criteria and Methodology for the University Teachers

Sr. No.	Nature of Activity	Description of activity	Self-Appraisal score				Verified APL score			
			Assessment Report (at least two of the last three years)				Assessment Period (A minimum of 70 Research Score as per Appendix II, Table 2.)			
			Yr.1	Yr.2	Yr.3	Overall Grading	Yr.1	Yr.2	Yr.3	Overall Grading
1	Teaching : Number of classes taught / total classes assigned*100% (Classes taught includes sessions on tutorials. Lab and other teaching related activities)	i) Good: 80% & above ii) Satisfactory: Below 80% but 70% & above iii) Not satisfactory: Less than 70% (Lectures. Practical, Tutorials, Project Supervision, filed work, group discussion seminars, any other.)								
2	Involvement in the University students related activities/research activities. (a to g)	i) Good: Involved in at least 3 activities ii) Satisfactory: 1-2 activities iii) Not-satisfactory: Not involved/ undertaken any of the activities.								

Note:
1. Assistant Professor (academic Level 10) to Assistant Professor (Senor Scale/ academic Level 11) : He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be.
2. Assistant Professor(Senior Scale/ Academic Level 11) to Assistant Professor (Selection Grade/ Academic Level 12): He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least four of the last five years of the assessments period.
3. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (academic Level 13A): He/She gets 'satisfactory' or 'good' grade in the annual performance assessment reports of least two of the last three years of the assessments period. As specific in Appendix II, Table 1 and has a research score of at least 70 as per Appendix II Table 2.
4. Associate Professor (Academic Level 13A) to Professor (Academic Level 14): The teacher gets 'satisfactory' of 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period. As per Appendix II. Table 1 and at least 110 research score as per Appendix II. Table 2.

Summary of API Score Calculated for **<u>Appendix-II, Table- 1 & Table – 2</u>** as per the UGC Notification dated 18th July, 2018/ Government of Maharashtra GR. Dated 08th March, 2019 & 10th May, 2019

Category/ Table	Criteria	ANNUAL API SCORES (YEAR WISE)				Total API Score for Assessment period	Verification API Score by Committee
Appendix-II		20 -20	20 -20	20 -20	20 -20		
Table- 1 (1)	Teaching: (Number of classes Taught/ Total Classes Assigned)* 100%						
Table- 1 (2)	Involvement in the University students related activities / research activities:						
Table- (2)	Research and Academic contributions						

S.N.D.T. Women's University,
Mumbai -20
CAS PROMOTION PROFORMA FOR STAGE – 4 TO 5 (LEVEL 13A TO 14)
(for University Teachers & Conducted College Teachers)

REPORT OF THE SCREENING CUM-EVALUATION COMMITTEE TO CONSIDER THE PROMOTION UNDER CAS AS PER GOVERNMENT OF THE MAHARASHTRA GR. NO. Misc-2018/C.R.56/18/UNI-1 DATED 8TH MARCH,2019 AND CORRIGENDUM NO. Misc-2018/C.R.56/18/UNI-1 DATED 10TH MAY,2019 IMPLIMENTED BY UNIVERSITY VIDE CIRCULAR NO. TASS(CT)/ICD/2018-2019/1241 DATED 26TH MARCH,2019 AND NO.TAAS(UT/CT)/ICD/08/2019-2020 DATED 04TH JULY, 2019(7TH PAY)

FROM ASSOCIATE PROFESSOR (ACADEMIC LEVEL-13A) TO PROFESSOR (ACADEMIC LEVEL-14)

NAME OF THE DEPARTMENT: _____   DATE : _____

NAME OF THE TEACHER : _____   SUBJECT: _____

Qualification Ph.D. Degree in the subject concerned /allied/ relevant discipline	Specify the date of declaration of Result M.Phil/ Ph.D. Degree & NET/SET Exams	Date of regular appointment in previous College/ University (with letter No. and date of letter of approval)	Date of regular appointment in Present University Department (with letter No. and date)	A Minimum of Ten Research publication in the peer-reviewed OR UGC listed journals out of which three research papers should have been published during the assessment period.	No. of Ph.D Candidate (with Evidence)	Date of placement/ promotion in the post of Assistant Professor (Sr. Scale Academic Level-11)	Date of placement / promotion in the Assistant Professor in (selection grade Academic Level 12)	Date of promotion in Associate Professor. (Academic Level 13A)	Date of Completion of 3 Years in the Post of Associate Professor in (Academic Level 13A)	Due date of Promotion the Professor (Academic Level 14)	Assessment Period	API Grading Teaching Appendix-II Table 1(1)	API Grading involvement in the University Students related activities Appendix-II Table -1(2) (Research Score of At least 110)	Total Score of Appendix-II Table 1(1) &(2)
						00.00.0000	00.00.0000	00.00.0000	00.00.0000	00.00.0000	0000-00			

Recommendation:- Recommended/ Not Recommended for promotion from Associate Professor (Academic Level 13A) to Professor (Academic Level 14) with effect from.

Assessment Criteria and Methodology for the University Teachers

Sr. No.	Nature of Activity	Description of activity	Self-Appraisal score				Verified APL score			
			Assessment Report (at least two of the last three years)				Assessment Period (A minimum of 110 Research Score as per Appendix II, Table 2.)			
			Yr.1	Yr.2	Yr.3	Overall Grading	Yr.1	Yr.2	Yr.3	Overall Grading
1	Teaching : Number of classes taught / total classes assigned*100% (Classes taught includes sessions on tutorials. Lab and other teaching related activities)	i) Good: 80% & above ii) Satisfactory: Below 80% but 70% & above iii) Not satisfactory: Less than 70% (Lectures. Practical, Tutorials, Project Supervision, filed work, group discussion seminars, any other.)								
2	Involvement in the University students related activities/research activities. (a to g)	i) Good: Involved in at least 3 activities ii) Satisfactory: 1-2 activities iii) Not-satisfactory: Not involved/ undertaken any of the activities.								

Note:

1. Assistant Professor (academic Level 10) to Assistant Professor (Senor Scale/ academic Level 11) : He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be.
2. Assistant Professor(Senior Scale/ Academic Level 11) to Assistant Professor (Selection Grade/ Academic Level 12): He/She gets 'satisfactory' or 'good' grade in the annual performances assessment reports of at least four of the last five years of the assessments period.
3. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (academic Level 13A): He/She gets 'satisfactory' or 'good' grade in the annual performance assessment reports of least two of the last three years of the assessments period. As specific in Appendix II, Table 1 and has a research score of at least 70 as per Appendix II Table 2.
4. Associate Professor (Academic Level 13A) to Professor (Academic Level 14): The teacher gets 'satisfactory' of 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period. As per Appendix II. Table 1 and at least 110 research score as per Appendix II. Table 2.

Summary of API Score Calculated for **Appendix-II, Table- 1 & Table – 2** as per the UGC Notification dated 18th July, 2018/ Government of Maharashtra GR. Dated 08th March, 2019 & 10th May, 2019

Category/ Table	Criteria	ANNUAL API SCORES (YEAR WISE)				Total API Score for Assessment period	Verified API Score by Committee
Appendix-II		20 -20	20 -20	20 -20	20 -20		
Table- 1 (1)	Teaching: (Number of classes Taught/ Total Classes Assigned)* 100%						
Table- 1 (2)	Involvement in the University students related activities / research activities:						
Table- 2	Research and Academic contributions						

S.N.D.T. Women's University,
Mumbai – 20
CAS PROMOTION PROFORMA FOR STAGE- 5 TO 6 (LEVEL 14 TO 15)

REPORT OF THE SELECTION COMMITTEE TO CONSIDER THE PROMOTION UNDER CAREER ADVANCEMENT SCHEME AS PER GOVERNMENT OF THE MAHARASHTRA GR. NO. Misc.2018/C.R.56/UNI-1 DATED 8TH MARCH, 2019 AND CORRIGENDUM NO. Misc-2018/C.R.56/18/UNI-1 DATED 10TH MAY, 2019 IMPLIMENTED BY UNIVERSITY VIDE CIRCULAR No. TASS(CT)/ICD/2018-2019/1241 DATED 26TH MARCH, 2019 AND NO. TASS(UT/CT)/ICD/08/2019-2020 DATED 04TH JULY, 2019 (7TH PAY)

FROM PROFESSOR (ACADEMIC LEVEL-14) TO SENIOR PROFESSOR (ACADEMIC LEVEL-15)

NAME OF THE DEPARTMENT :_____   DATE : _____

NAME OF THE TEACHER :_____   SUBJECT : _____

Qualification specify the date of declaration of Result M.phill/ Ph.D Degree & NET/SET Exam	Initial Appointment Designation & Date of Joining Letter no.	Date of Appointment Designation & Date of Joining Letter No. at University	Date of Confirmation No. & Letter No.	Break in Service/ Break Condoned From To if any	Ten best Publications during the last 10 years	No. of Candidate to awarded Ph.D. Degree during the assessment period (at least – 2)	Date of Placement / Promotion in the Assistant Professor. (Sr. Scale/Stage-2 Academic Level-11)	Date of Placement/ Promotion in the Assistant Professor. (Selection Grade/Stage-3 Academic Level-12)	Date of Promotion in the Associate Professor. Stage-4 (Academic Level 13 A)	Date of Promotion in the Professor Stage-5 (Academic Level-14)	Date of Completion of 10 years in the post of Senior Professor Stage-6 (Academic Level-15)	Due date of Promotion in the Senior Professor. (Academic Level - 15)	Academic Year	Post Doctoral Research	Awards/ Honors and Recognition	Additional Research degrees DSC/D.Lit/L ID
							00.00.0000	00.00.0000	00.00.0000		00.00.0000	00.00.0000	0000-00			

Recommendation:- Recommended/Not Recommended for Promotion from Professor (Academic Level 14) to Senior Professor (Academic Level 15) with effect from _____.