

CHECK LIST FOR VERIFICATION OF APPLICATION

Application for promotion from Academic level 11 to Academic level 12

Name (in Block Letters) :
 Designation :
 Discipline / Department :
 Place of work :

S. No.	Eligibility Particulars*	YES	NO	NA
1.	Whether completed Ph.D. (If yes mention the date of obtaining the degree)			
2.	Date of joining in the present Academic Level ____	:		
3.	Date of eligibility to Academic Level ____ for which this application is being submitted (After deducting EOLs/any other leave not counted for annual increment)	:		

OVERALL PERFORMANCE DURING THE ASSESSMENT PERIOD

Category	Marks obtained during the assessment period (year wise)					Total	Mean
	I	II	III	VI	V		
Category I: Teaching, Research, Extension, Administration and Related Activities (Max. marks: 100/year)							
Category II: Co-Curricular and Professional Development Related Activities, Research and Academic Contributions (Max. marks: 100/year)							
Total (Max. marks: 200/year)							
Percentage (%)							

Weightage of marks achieved as per Weightage ratio :

	From AL 10 to AL 11	From AL 11 to AL 12	From AL 12 to AL 13A	From AL 13A to AL 14
Weightage ratio (API Score: CR: Interview)	85:15:0	85:15:0	70:10:20	70:10:20

The gist of AAR/ACR marks as per grading for the assessment period

Authority	Marks assigned during the assessment period					Total	Mean
	Mean						
	I	II	III	VI	V		
IQAC Committee *							
Reporting Officer *							
Employer/ Registrar**							
Total							

Weightage of marks achieved as per Weightage ratio : _____

Note : * Marks has to be allotted at AD/ADR level only. If no marks were allotted at AD/ADR level, marks will not be allotted at University level for the same.

** Marks has to be allotted at University level.

Abstract of marks obtained by the applicant:

S.No	Category	Weightage of marks	Marks obtained
1.	Weightage of marks achieved as per API Score	85	
2.	Weightage of marks achieved as per AAR/ACR IQAC Committee + Reporting Officer	10	
3.	Weightage of marks achieved as per AAR/ACR Employer/ Registrar	5	
	Total	100	

- Final cut-off for selection is 60% for AL 11-12

Whether the applicant fulfilled the eligibility criteria for placing in Academic level 12 : YES/NO
If No, give remarks

Signature (s) of the application verified IQAC/Screening committee members

S.No	Name	Designation	Signature
1.			
2.			
3.			
4.			

Signature of the IQAC/Screening Committee leader