

CHECK LIST FOR VERIFICATION OF APPLICATION

Application for promotion from Academic level 12 to Academic level 13A

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.	Whether have three research publications in the peer-reviewed (NAAS rated) journals in the entire period of Assistant Professor (12 years). If the applicant does not fulfilled the mandatory requirements within the assessment period and fulfills after the assessment period, the next day to date on which, the applicant completes the requirements will become the date of eligibility for placing in the next Academic Level			
3.	Date of joining in the present Academic Level ____	:		
4.	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		
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
	I	II	III		
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	70	
2.	Weightage of marks achieved as per AAR/ACR IQAC Committee + Reporting Officer	7	
3.	Weightage of marks achieved as per AAR/ACR Employer/ Registrar	3	
	Total	80	

Whether the applicant fulfilled the eligibility criteria for Interview to Academic level 13A : 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