



NATIONAL SANSKRIT UNIVERSITY

(A Central University)

TIRUPATI – 517 507

CAS PROFORMA FOR TEACHERS AS PER 2018 REGULATIONS

PART – A: GENERAL INFORMATION

1. Name (in Block Letters) :
2. Father's Name :
3. Mothers Name :
4. Gender :
5. Date and Place of birth :
6. Indicate whether belongs to (SC/ST/OBC/PwD/EWS) :
7. Nationality :
8. Permanent Address (with Pincode) :
9. Department :
10. Date of joining :
11. Current Designation & Grade Pay :
12. Date of last Promotion :
13. Academic level/Stage are you an applicant under CAS? :
14. Date of eligibility for promotion :
15. Details for contact
Mobile number (What's App number) :
17. Email ID :
18. Address for correspondence (with Pincode) :

PART – II ACADEMIC DETAILS:

1. 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					
UG					
PG					
Others					

02. Research Degrees:

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

3. Appointments held prior to joining this institution:

Annx:

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

4. Posts held after appointment at this institution :

Designation	Department	Date of Joining		Grade
		From	To	

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

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

7. Fields of Specialization under Subjects/Discipline

(a)

(b)

8. Academic Staff College Orientation/Refresher Course attended :

S. No.	Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

Table I – Assessment criteria and Methodology for University/College Teachers

1. Teaching: (Classes taught includes session on tutorials, lab and other teaching related activities):

Supporting documents: Timetable

Semesters:

Annexure :

Page No :

Programme code	Programme Taught	Year/ Semester	Course code	Course title Lectures, seminars, tutorials, practical	No. of contact hours /week

(No. of Classes taught/ total classes assigned x 100%)

Semesters: II / IV / VI

Supporting documents: Timetable

Annexure -

Page No :

Programme code	Programme Taught	Year/ semester	Course code	Course title Lectures, seminars, tutorials, practical	No. of contact hours /week
	Shiksha Shastri				
	Shiksha Acharya				
	M. Phil				
	Ph. D Course work				

2. Involvement in the University/College students related activities/research activities:

Involvement in at least 3 activities = **Good**, Involvement in 1-2 activities = **Satisfactory**
 Not involved/undertaken any of the activities = **Not Satisfactory**

a. Administrative responsibilities assigned by NSU:

Such as Head, Chairperson/Dean/Director/Co-ordinator, Warden etc.

S. No	Responsibility	Duration of the responsibility	Supporting Doc. Page No.

b. Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation.

(i). b. i. Question paper setting:

Annexure:

S. No	Name of the programme for which QP was set	Title of the course for which paper was set	Number Question paper set	Nature of question paper set (essay type/MCQ/ others)	Name of the institution with place for which QP was set	Page no.

Total number of QP :

i. b. ii. Other type of question paper related duties:

S. No	Name of the program	Nature of duty	Number Question paper	Nature of question paper s (essay type/MCQ/ others)	Name of the institution with place for which QP was set	Page no.

i. b.(iii). Invigilation duties :

Annexure:

Date of invigilation	Timings	Page number

Total number of invigilation duties done :

i. b. (iii). Evaluation of Answer Scripts:*Annexure:*

Name of the programme	Title of the course	Number answer scripts	Nature of Answer scripts (essay type/ MCQ/others)	Name of the institution for which evaluation was done	Pages

Other types of Evaluation

Name of the programme	Title of the course	Number students	Nature of Evaluation	Name of the institution for which evaluation was done	Pages

I b (iii) Internal assessment

Name of the programme	Title of the course	Number answer scripts/ Students	Nature of Answer scripts (essay type/ MCQ/others)	Name of the institution for which evaluation was done	Pages

Any other duties related to examination

Examination	Nature of duty	Number Students Wrote exam/day	Number of days exams	Name of the institution	Pages

c. Student related co-curricular, extension and field based activities

Such as Student clubs, Career Counseling, Study visits, Student Seminars and other events, Cultural, Sports, NCC, NSS and Community services.

Annexure :

Activity	Role	Date/s	Organised by/certificate issued by	Supporting Doc. Page No.

d. Organising Seminars/Conferences/Workshops, other University/College Activities.

Level of Seminar OR Workshop etc.	Theme	Number of Days And Dates	Responsibility	Supporting Documents Pages

e.i. Evidence of actively involved in guiding PG students.

S. No	Name of the student	Thesis Title	Ph. D/ M. Phil/ PG Dissertation	Awarded/ Submitted/ Preserving	Year of awarded etc.	Supporting Documents Page No.
01						

e. ii. Evidence of actively involved in guiding M. Phil students.

S. No	Name of the student	Thesis Title	Ph. D/ M. Phil/ PG Dissertation	Awarded/ Submitted/ Preserving	Year of awarded etc.	Supporting Documents Page No.

e.iii. Evidence of actively involved in guiding Ph. D students.

S. No	Name of the student	Thesis Title	Ph. D/ M. Phil/ PG Dissertation	Awarded/ Submitted/ Preserving	Year of awarded etc.	Supporting Documents Page No.

f. Conducting minor or major research project sponsored by national or international agencies.

S. No	Title of the Project	Major/ Minor	Grant released	International/ National	project sponsored	Year of Sanction	Year of Completion	Supporting Document - Page No.

g. At least one single or joint publication in peer-reviewed or UGC list of Journals

S. No	Title of the Research Paper	Name of the Journal	Publisher	International/ National/ State	Date of Publication	ISSN	Hard copy enclosed Yes/No

Table 2 – Methodology for University and College Teachers for calculation Academic/ Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publication, project sanction letter utilization completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph. D award letter, etc).

1. Research Papers in Peer-Reviewed or UGC listed Journals per paper

S. No	Title of the Research Paper	Name of the Journal	Publisher	Year of Publication	ISSN	UGC list or Not	Hard copy enclosed of Yes/No Page No:

2. Publications (Other than Research Papers):**2. a. i : Books authored which are published by:**

S. No	Title of the Book	Type of Book (Text Books, Reference Books etc.	Publisher (International/ National Level)	Date of Publication	ISBN No.	Hard copy enclosed of Yes/No Page No:

2. a. ii. : Chapters in Edited Books :

S. No	Title of the Chapter	Title & Type of Book (Text Books, Reference Books etc.	Publisher (International, National, Level	Date of Publication	ISBN No.	Hard copy enclosed of Yes/No Page No:

2. a. iii: Editor of Book:

S. No	Title of the Chapter	Title & Type of Book (Text Books, Reference Books etc.	Publisher (International, National, Level	Date of Publication	ISBN No.	Hard copy enclosed of Yes/No Page No:

2.b. Translation works in Indian and Foreign Languages by qualified faculties.

S. No	Chapter/ Research paper or Book	Translated From -- To	Publisher (International, National, Level	Date of Publication	ISBN No.	Hard copy enclosed of Yes/No Page No:

3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula

3. a. Development of Innovative pedagogy

S. No	Title of the Innovative pedagogy	Subject	Date	Hard copy enclosed of Yes/No Page No:

3. b. Design of new curricula and courses

S. No	Title new curricula and courses	Subject	Date	Hard copy enclosed of Yes/No Page No:

3. c. MOOCs:

S. No		MOOCs details
1	i. Development of complete MOOCs in 4 quadrants (4 credit course) (in case of MOOCs of lesser credits 05marks/ credit)	
2	MOOCs (developed in 4 quadrant) per Module/Lecture	
3	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	
4	Course Coordinator for MOOCs 4 credit course) (In case of MOOC's of lesser credits 02 marks/credit)	

3.d. E- Content:

S. No		e- content details
1	Development of e-content in 4 quadrants for a complete course/e-book	
2	e-content(developed in 4 quadrants) per module	
3	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	
4	Editor of e-content for complete course/paper/e-book	

4. Research

4. a. Research Guidance :

S. No	Name of the student	Title of the Thesis	Ph. D/ M. Phil/ PG Dissertation	Awarded/ Submitted/	Date of awarded etc.	Supporting Documents Page No.

4.b. Research Projects Ongoing/ Completed

Annexure :

S. No	Title of the Project	Major/ Minor	Grant released	Year of Sanction	Ongoing/ Year of Completion	Supporting Documents Page No.

4.3 Consultancy :*Annexure :*

S. No	Title of the Consultancy	Amount mobilized	Consultancy given to	Year Sanction	Year of Completion	Supporting Documents Page No.

5. (a) Patents

S. No	Patent	Year of outcome	International / National/ State	Supporting Documents Page No.

5. b. Policy Document (Submitted to an International body/organisation like UNO?UNESCO/World Bank/ International Monetary Fund etc. or Central Government or State Government) : *Annexure*

S. No	Major Policy documents prepared for international bodies like WHO/UNO/UNESCO/ UNICEF if any Central/Stage/ Local bodies	International/ National/ State	Year of Submission	Supporting Documents Page No.

5. c. Awards/ Fellowships, and invited lectures delivered in conferences/ seminars:*Annexure :*

S. No	Name of the Award/ Fellowship	International/ National / State/ University level or from any other academic bodies	Presented by	Date of awarded	Supporting Documents Page No.

6. Invited lecture/Resource Person/ Paper presentation in Seminars/ Conference/ Full paper in Conference Proceedings:

a. Invited lecture/Resource Person in Seminars/ Conferences:

S. No	Name of the Topic	Name of the Conference/ Seminar	Delivered Lecture/ Acted as Resource person	International/ National. State/ University/ Other local	Date and Year	Supporting Documents Page No.

6. b. Paper presentations in Seminars/ Conferences:

(Note: Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only one)

Annexure :

S. No	Title of the Paper	Name of the Conference/ Seminar	International (abroad) / International (Within Country) National/State/ University/ Other local	Date and Year	Supporting Documents Page No.

6.c. Full paper in Conference Proceedings in Seminars/ Conference.

(Note: Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only one)

Annexure :

S. No	Title of the Full paper in Conference Proceedings	Name of the Conference/ Seminar	International/ National/State/ University/ Other local	Date and Year	Supporting Documents Page No.

Date:

Name of the Teacher
