

**NATIONAL SANSKRIT UNIVERSITY, TIRUPATI (A.P.)**

F.No. NSU/Estt./CAS/2023-24/

Dated 13.02.2024

**NOTIFICATION**

**PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS)**

Applications are invited from the faculty members who are eligible for promotion under Career Advancement Scheme (CAS) on or before **15.03.2024** as per University Grants Commission regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education, 2018 as applicable and further amendments.

**In Compliance of UGC Regulations, 2018 and its amendments/circulars**

1. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11) - Annexure A
2. Assistant Professor (Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12) - Annexure B
3. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A) - Annexure C
4. Associate Professor (Academic Level 13A) to Professor (Academic Level 14) - Annexure D
5. Professor (Selection Grade/Academic Level 14) to Senior Professor (Academic Level 15) - Annexure E

The Teachers fulfilling the eligibility criteria/conditions of UGC-CAS shall download the soft copy of the application form from the official website of National Sanskrit University, Tirupati (<https://nsktu.ac.in>). Four sets of hard copies of the applications along with self-attested enclosures supporting API/Research Scores in the prescribed form duly recommended by the respective Head of the Department and Dean of the School should be submitted to the Director, IQAC, National Sanskrit University, Tirupati on or before **15.03.2024**.

  
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Eligibility and other promotion criteria/conditions are as prescribed by the UGC Regulations, 2018 and its amendments. The prescribed applications are available in the website of the University.

The teachers who are found eligible as on the last date of applications can also apply.

This is issued with the approval of the Hon'ble Vice-Chancellor.

Note: Refer UGC Regulations, 2018 and its further amendments/circulars.



REGISTRAR i/c

To

All Eligible Faculty Members

Copy to

1. Dean, Academic Affairs
2. Dean, School of Studies
3. Chief Vigilance Officer and Proctor
4. All the HoDs
5. The Director, IQAC
6. The Director, UCC
7. PS to Vice-Chancellor/Registrar/Finance Officer

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INTERNAL QUALITY ASSURANCE CELL

PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS)

General Instructions for CAS applicants (for teachers)

1. Before filling the application form the applicant faculty members are advised to read carefully all the provisions and methods of category wise calculations and assure themselves regarding all the clauses to avoid any kind of technical problem.
2. The information is to be provided in the sequence of years proposed to be assessed; hence the applicants may add the information of all the years in sequential manner. The enclosed are to be numbered properly.
3. Candidates shall offer themselves for assessment for promotion, if they fulfil the minimum API/Research Scores indicated in the respective UGC's amendments/regulations by submitting an application prescribed by the University.
4. The applicants are informed to ensure that all the prescribed conditions are fulfilled before they submit their applications. Incomplete applications and without supporting documents, in any respect, will not be processed. Documents relevant to the promotion period only should be attached to avoid unnecessary confusion and the assessment shall be strictly based on the documents enclosed, which are subject to verification.
5. GOI/MHRD/DOPT/UGC's Regulations and subsequent amendments from time to time and endorsed by UGC/MoE will be considered for eligibility, filling up the applications, calculating API/Research Scores, determining experience, etc.

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## ELIGIBILITY

### Annexure - A

Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale / Academic Level 11)

#### Eligibility:

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech., M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attendance one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/Faculty Development Programmes 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 during the assessment period; and
- iv) Published one research publication in the peer- reviewed journals or UGC-listed journals during assessment period.

#### CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/ She gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be (as provided in Appendix II, Table 1), and;
- ii) The Promotion is recommended by the screening cum evaluation committee.

  
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**Annexure - B**

**Assistant Professor (Senior Scale / Academic Level 11) to Assistant Professor (Selection Grade / Academic Level 12)**

**Eligibility:**

- i) Assistant Professor who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D Degree in the subject relevant/allied/relevant discipline.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course/programme from amongst the categories of Refresher Courses/Research Methodology/Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/Technology Programmes/Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/ programme of at least two week (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/contribution towards conduct of a MOOCs course during the period of assessment.
- iv) Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.

**CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table1) and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

  
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Annexure - C

**Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)**

**Eligibility:**

- i) Assistant Professor who has completed three years of service in Academic Level 12/Selection grade.
- ii) A Ph.D. Degree in the subject concerned / allied/ relevant discipline.
- iii) Any one of the following during last three years: completed one course/programme from amongst the categories of Refresher Courses/Research Methodology Workshops/Syllabus Up-Gradation Workshop/Teaching-Learning-Evaluation Technology Programme/Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) 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 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/contribution towards conduct of a MOOCs course during the period of assessment.
- iv) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- v) Documentary evidence to prove that said Assistant Professor (Selection Grade/Academic Level 12) is guiding doctoral candidates. \*

**CAS Promotion Criteria:**

A Teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix II, Table 1, and has a research score of at least 70 as per Appendix II, Table 2.
- ii) The Promotion is recommended by a selection committee constituted in accordance with these Regulations.

\*Public Notice, UGC No.F.9-1/2020(PS/Misc.) dated 03.02.2023

*[Handwritten signature]*  
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## Annexure - D

### Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

#### Eligibility:

- i) An Associate Professor who has completed three years of service in Academic Level 13A.
- ii) A Ph.D. Degree in the subject concerned/allied/relevant discipline.
- iii) A minimum of ten research publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- iv) Documentary evidence to prove that the doctoral candidates registered under the said Associate Professor (Level 13A) have been awarded Ph.D. degrees. \*
- v) A minimum of 110 Research Score as per Appendix II, Table 2.

#### CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets 'satisfactory' or '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.
- ii) The Promotion is recommended by a selection committee constituted in accordance with these Regulations.

\*Public Notice, UGC No.F.9-1/2020(PS/Misc.) dated 03.02.2023

  
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**Annexure - E**

**Professor (Selection Grade/Academic Level 14) to Senior Professor (Academic Level 15)**

A Professor can be promoted to the post of Senior professor under the CAS. The promotion shall be based on academic achievement, favourable review form three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

**Eligibility:**

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

*Dr*  
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