



University of Madras

API Score Sheet based on PBAS for CAS Promotion (Form 2)

(Applicable for those who qualify for promotion after July 11, 2016)

Name of the Faculty Member	
Designation and Department	
Date of Appointment /Promotion to Present Position	
CAS Promotion Stage	
Period of service for current stage	From (Date): To (Date)

1. Eligibility Requirements:

i. Number of Courses Completed in the current stage (enclose proof):

Orientation:

Refresher:

ii. Number of Research Papers Published:

2. Score Required for Promotion

Promotion Stage	No. of years	Category I	Category II	Category III	Category II+III
Stage 1 to 2 (Assistant Professor)	4	80/year	50/period	20/period	90/period
Stage 2 to 3 (Assistant Professor)	5	80/year	50/period	50/period	120/period
Stage 3 to 4 (Asst. to Associate Professor.)	3	75/year	50/period	75/period	150/period
Stage 4 to 5 (Associate to Professor)	3	70/year	50/period	100/period	180/period

Declaration:

I, hereby, declare that all the statements / particulars made / furnished in this application are true, complete and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my promotion is liable to be cancelled.

Date:

Signature of the Faculty Members

Note: Please sign in the bottom of every page.

CATEGORY I : TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category I.a- Direct Teaching

SlNo (1)	Academic Year (2)	Semester (3)	No of hours Per week allotted (Time Table Proof should be submitted) (4)	Total No of hours in the semester (5)	Total No. of hours in the academic year (Proof SHOULDBE ENCLOSED) (6)	If Proof Submitted, Page Number of annexure (7)	API Score obtained for one academic year as per formula given above (8)
1		ODD Sem					
2		EVEN Sem					
3		Odd Sem					
4		EVEN Sem					
5		ODD Sem					
6		EVEN Sem					
7		ODD Sem					
8		EVEN Sem					
9		ODD Sem					
10		EVEN Sem					
AVERAGE SCORE (Total Score ÷ No of Years) [Asst. Prof: Max=70: Asso.Prof. Max=60: Prof. Max=60]							

Note: (Asst.Prof: Score=No of hours ÷ 7.5: Asso.Prof: Score=No of hours ÷ 7.75: Prof: Score=No. of hours ÷ 7.75)

Category I.b: Examination Duties

SlNo (1)	Academic Year (2)	Semester (3)	Question Paper Setting (Actual Hours) [4]	Invigilation (Actual Hours) (5)	Evaluation (Actual Hours) (6)	Total Hours [(4)+(5)+(6)]	Score (Total Hours per Academic Year ÷10) [7]
1		ODD Sem					
2		EVEN Sem					
3		Odd Sem					
4		EVEN Sem					
5		ODD Sem					
6		EVEN Sem					
7		ODD Sem					
8		EVEN Sem					
9		ODD Sem					
10		EVEN Sem					
Total Score							
AVERAGE SCORE (Total Score ÷ No of Years) [Asst. Prof: Max=20: Asso.Prof. Max=20: Prof. Max=10]							

Category I.c: INNOVATIVE TEACHING - LEARNING METHODOLOGIES

SlNo (1)	Academic Year (2)	Semester (3)	Actual hours spent for Updating of subject content (4)	Actual hours spent for mentoring (5)	Actual hours spent for counselling (6)	Actual hours spent for guiding (7)	Total hours spent in the academic year [(4)+(5)+(6)+(7)] (8)	APIScore CLAIMED. [Total Hours÷ 10] (9)
1		ODD Sem						
2		EVEN Sem						
3		Odd Sem						
4		EVEN Sem						
5		ODD Sem						
6		EVEN Sem						
7		ODD Sem						
8		EVEN Sem						
9		ODD Sem						
10		EVEN Sem						
Total Score								
AVERAGEScore (Total Score÷No of Years) [Asst. Prof: Max=10: Asso.Prof. Max=15: Prof. Max=20]								

Category I : Summary API Score Statement

Sl. No	Category	Maximum Score AP/ASSO/Prof	Average API Score Claimed	Verified API Score [Office Use]
1	I.1	70/60/60		
2	I.2	20/20/10		
3	I.3	10/15/20		
Total		100/95/90		

Category II. PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Category II.a. STUDENT RELATED CO-CURRICULAR ACTIVITIES, EXTENSION AND FIELD BASED ACTIVITIES (PROOF SHOULD BE ENCLOSED)

SlNo (1)	Academic Year (2)	Number of hours									Score =
		Semester	Remedial Classes	Career Counselling	Study Visit	Student Seminar	CULTURAL	SPORTS	NCC/NSS	Extension/ Dessemination activity	Total Hours per year÷10
1		ODD									
2		EVEN									
3		ODD									
4		EVEN									
5		ODD									
6		EVEN									
7		ODD									
8		EVEN									
9		ODD									
10		EVEN									
Total Score											
Average Score per year (Max Score=15)											

Category II.b. Contribution to Corporate life and of mangement of department and institution (Proof must be Enclosed)

Sl. No. (1)	Parameters (2)	Year Wise Hours Spent (3)				
		1	2	3	4	5
ii.b.i	Administrative Responsibility					
	Dean/Director					
	Principal/Chairperson					
	Head/Teacher-in-charge					
	Other Duties require regular office hours					
ii.b.ii	Academic Responsibility					
	Board of Studies					
	Academic committees					
	Administrative committees					
YEARWISE TOTAL Hours						
Year Wise Score(Total Hours÷10)						
AVERAGE TOTAL PER YEAR (Max Score=15)						

Category II.c. PROFESSIONAL DEVELOPMENT ACTIVITIES (PROOF SHOULD BE ENCLOSED)

Sl. No. (1)	Parameters (2)	Year Wise Hours Spent (3)				
		1	2	3	4	5
ii.c.i	Participation in Seminar/Conferences					
ii.c.ii	Short Term training courses					
ii.c.iii	Industrial experience					
ii.c.iv	Talks					
ii.c.v	Lectures Refresher courses/faculty development courses					
ii.c.vi	Dissemination and general articles					
ii.3.vii	Any other contribution					
YEAR WISE TOTAL Hours						
Year Wise						
AVERAGE TOTAL PER YEAR (Max Score=15)						

Category II: Summary API Score Statement

Sl. No	Category	Maximum Score	Average API Score	Verified API Score [Office Use]
1	II.a	15		
2	II.b	15		
3	II.c	15		
Total		45		

III-A: RESEARCH PAPERS PUBLISHED IN REFEREED JOURNALS

Category III-A	Impact Factor from Scopus or Web of Science	Single Author (100%)		First or Corresponding Author/Supervisor/ Mentor (70%)		Rest of Authors (30%)		Total Points Col. (3 *4) + (5*6)+ (7*8)
		Points per paper	Number of Papers	Points per paper	Number of Papers	Points per paper	Number of Papers	
1	2	3	4	5	6	7	8	9
i	10 & above	25		17.5		7.5		
ii	5-10	20		14.0		6.0		
iii.	2-5	15		10.5		4.5		
iv	1-2	10		7.0		3.0		
v	< 1	5		3.5		1.5		
iv	Nil but UGC listed Journal	10		7.0		3.0		
Total Score								

Note: Evidence for impact factor listed in Scopus or Web of Science and Journal in the UGC list (copy of the relevant page) must be enclosed.

III-B RESEARCH PUBLICATIONS (BOOKS/MONOGRAPHS)

Category III-B		Single Author (100%)		First or Correspond. Author/Supervisor/ Mentor (70%)		Rest of Authors (30%)		Total Points Col. (3 *4) + (5*6)+ (7*8)
		Points/ paper	No. of Papers	Points / paper	No. of Papers	Points/ paper	No. of Papers	
1	2	3	4	5	6	7	8	9
i	Text/Reference Books	30		21		9		
ii	Subject books- Int Publisher	20		14		6		
iii	Subject books- Others	15		10.5		4.5		
iv	Chapters - International	10		7		3		
	National	5		3.5		1.5		
Total Score								

Note: III-B-i: Text/Reference Books, published by International Publishers, with ISBN/ISSN number

III-B-ii: Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications

III-B-iii: Subject Books, published by Other local publishers, with ISBN/ISSN number

III-B-iv: Chapters in Books, published by National and International level publishers, with ISBN/ISSN number

III (C): RESEARCH PROJECTS
(Projects sponsored by Government or International Agencies)

		Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sci. / Library / Physical ed. / Management	Maximum score	Number of Projects completed	Score
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project		
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project		
		Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project		
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs, respectively		
III (C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/ UNICEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each National level output or patent. Major policy document of International bodies - 30 Central Gov. – 20, State Govt.- 10. Local bodies – 5		
Total Score						

III (D): RESEARCH GUIDANCE

	Degree	Status	Points	No. of Candidates	Score
III(D)(i)	M.Phil.	Degree awarded	5 per candidate		
III(D) (ii)	Ph.D.	Degree awarded	15 per candidate		

	Ph.D	Thesis submitted	10 per candidate		
Total Score					

III.E. Fellowships, Awards and Invited lectures delivered in conferences / seminars

		Description	Points	Number	Score
III(E) (i)	Fellowships / Awards	International Award/Fellowship from academic bodies	15 per Award / 15 per Fellowship		
		National Award/Fellowship from academic bodies	10 per Award / 10 per Fellowship		
		State/University level Award from academic bodies	5 Per Award		
III(E) (ii)	Invited lectures / papers	International	7 per lecture / 5 per paper presented		
		National level	5 per lecture / 3 per paper presented		
		State/University level	3 per lecture / 2 per paper presented		
Total Score					
III(F)	Development of e-learning delivery process/material		10 per module		
Total Score					

Summary Table: API Score for Category III

Category III	Score Reported by Applicant	Verified Score
Part A		
Part B		
Part C		
Part D		
Part E		
Part F		
Total Score		