**PONDICHERRY UNIVERSITY**

**(A Central University established by an act of Parliament 1985)**

**ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) for Assistant Director/ Deputy Director / Director of Physical Education and sports (UGC Regulations dated 18th July 2018)**

**Part A: GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. **Name (in Block Letters) :**
2. **Father’s Name/Mother’s Name :**
3. **Date and Place of Birth :**
4. **Sex :**
5. **Marital status :**
6. **Nationality :**
7. **Indicate whether you belong to SC/ST/OBC/GEN/EWS**

**category :**

1. **Name of the Department/School :**
2. **Present Designation & Academic Level :**
3. **Date of Last Promotion :**
4. **Position and Academic Level for which you are**

**an applicant under CAS :**

1. **Date of eligibility for promotion :**

1. **Address for correspondence (with Pin code) :**
2. **Permanent address (with Pin code) :**

**Telephone / Mobile No :**

**Email :**

1. **Scholastic Records (Matriculation till post-graduation):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Examinations** | **Subject** | **Name of the Board/University** | **Year of Passing** | **Percentage of marks obtained** | **Division/ Class/ Grade** |
| **High School/ Matriculation/ Hr. Sec** |  |  |  |  |  |
| **Intermediate/ PUC** |  |  |  |  |  |
| **B.A./B.Sc./B.Com/B.LIS/B.P.Ed.** |  |  |  |  |  |
| **M.A./M.Sc./ M.Com/MLIS/ M.Tech./M.P.Ed.** |  |  |  |  |  |
| **Other examinations, if any \*** |  |  |  |  |  |

**\* NET/JRF/SLET/Lectureship**

1. **Research Degree(s):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Degrees** | **Title** | **Date of Award** | **University** |
| **M.Phil.** |  |  |  |
| **Ph.D./D.Phil.** |  |  |  |
| **Post-Doctoral Programme** |  |  |  |
| **D.Sc./D.Litt.** |  |  |  |

1. **Position held prior to joining this institution:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Designation** | **Name of Employer** | **Date of joining** | | **Salary with Grade** | **Reason for leaving** |
| **Joining** | **Leaving** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. **Position held after appointment in this institution:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Designation** | **Department/ Faculty** | **Date of actual Joining** | | **Grade/Academic Level** |
| **From** | **To** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Teaching experience: PG teaching (in years) : UG teaching (in years):**
2. **Research experience (excluding years spent in M.Phil./Ph.D.) (in years):**
3. **Field of Specialization**
4. **…**
5. **…**
6. **Details of Orientation/Refresher Courses/Short term courses attended:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Course** | **Place** | **Duration** | | **Sponsoring Agency** |
| **From** | **To** |  |
|  |  |  | |  |

1. **Number of Ph.D.s awarded under your guidance:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the candidate** | **Full Time / Part Time** | **Date of Ph.D. Viva** | **Month and Year of Degree awarded** |
|  |  |  |  |

**PART-B**

**(As per UGC Regulations 2018, Appendix II, Table5: Assessment Criteria and Methodology for Directors of Physical Education and Sports)**

**A: ACTIVITIES\***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1. Attendance calculated in terms of percentage of days attended to the total number of days he/she is expected to attend** | | | | | |
|  | Assessment years | Total number of days he/she is expected to attend | Total number of days he/she has attend | | Encl\* |
| **1** | Year 1 |  |  | |  |
|  |  | |  |
| Year 2 |  | |  |  |
|  | |  |  |
| Year 3 |  | |  |  |
|  | |  |  |
| Year 4 |  | |  |  |
|  | |  |  |
| Year 5 |  | |  |  |
|  | |  |  |
| Year 6 |  | |  |  |
|  | |  |  |
|  | Total number of days he/she is expected to attend for the assessment period (A) | | | |  |
|  | Total number of days he/she has attend for the assessment period (B) | | | |  |
|  | Overall Percentage = A/B x100 | | | |  |
| **Grading Criteria**  90 and above - Good  Above 80 but below 90- Satisfactory.  Less than 80 - Not satisfactory. | | | | | |

\* Should be claimed by the applicant with supporting documents

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Academic Year | **2. Organizing intra college/ Inter department competition**  **(Evidence to be produced)** | **Yes/No** | Claimed by the Candidate | Verified by HOD/DEAN | \*Encl  No. |
| Year 1 | Intra college/ Inter department competition in more than five disciplines |  | Good | Good |  |
| Intra college/ Inter department competition in three to five disciplines |  | Satisfactory | Satisfactory |
| Neither good nor satisfactory |  | Unsatisfactory | Unsatisfactory |
| Year 2 | Intra college/ Inter department competition in more than five disciplines |  | Good | Good |  |
| Intra college/ Inter department competition in three to five disciplines |  | Satisfactory | Satisfactory |  |
| Neither good nor satisfactory |  | Unsatisfactory | Unsatisfactory |  |
| Year 3 | Intra college/ Inter department competition in more than five disciplines |  | Good | Good |  |
| Intra college/ Inter department competition in three to five disciplines |  | Satisfactory | Satisfactory |  |
| Neither good nor satisfactory |  | Unsatisfactory | Unsatisfactory |  |
| Year 4 | Intra college/ Inter department competition in more than five disciplines |  | Good | Good |  |
| Intra college/ Inter department competition in three to five disciplines |  | Satisfactory | Satisfactory |  |
| Neither good nor satisfactory |  | Unsatisfactory | Unsatisfactory |  |
| Year 5 | Intra college/ Inter department competition in more than five disciplines |  | Good | Good |  |
| Intra college/ Inter department competition in three to five disciplines |  | Satisfactory | Satisfactory |  |
| Neither good nor satisfactory |  | Unsatisfactory | Unsatisfactory |  |
| Year 6 | Intra college/ Inter department competition in more than five disciplines |  | Good | Good |  |
| Intra college/ Inter department competition in three to five disciplines |  | Satisfactory | Satisfactory |  |
| Neither good nor satisfactory |  | Unsatisfactory | Unsatisfactory |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Academic Year | **3. Institution participating in external competitions**  **(Evidence to be produced)** | **Number of disciplines** | Claimed by the Candidate | Verified by HOD/DEAN | \*Encl  No. |
| Year 1 | National level competition (no. of disciplines) |  |  |  |  |
| State/District level competition (no. of disciplines) |  |
| District/Zonal level competition (no. of disciplines) |  |
| Year 2 | National level competition (no. of disciplines) |  |  |  |  |
| State/District level competition (no. of disciplines) |  |  |  |  |
| District/Zonal level competition (no. of disciplines) |  |  |  |  |
| Year 3 | National level competition (no. of disciplines) |  |  |  |  |
| State/District level competition (no. of disciplines) |  |  |  |  |
| District/Zonal level competition (no. of disciplines) |  |  |  |  |
| Year 4 | National level competition (no. of disciplines) |  |  |  |  |
| State/District level competition (no. of disciplines) |  |  |  |  |
| District/Zonal level competition (no. of disciplines) |  |  |  |  |
| Year 5 | National level competition (no. of disciplines) |  |  |  |  |
| State/District level competition (no. of disciplines) |  |  |  |  |
| District/Zonal level competition (no. of disciplines) |  |  |  |  |
| Year 6 | National level competition (no. of disciplines) |  |  |  |  |
| State/District level competition (no. of disciplines) |  |  |  |  |
| District/Zonal level competition (no. of disciplines) |  |  |  |  |
| **Grading Criteria**  **Good** – National level competition in at least one discipline plus State/District level competition in at least 3 disciplines.  **Satisfactory**- State level competition in at least one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 disciplines.  **Unsatisfactory** - Neither good nor satisfactory. | | | | | |
| Academic Year | **4. Upgradation of sports and physical training infrastructure with scientific and technological inputs**  **Development and maintenance of playfields and sports and physical education facilities**  **Development and maintenance of sports infrastructure in affiliated colleges** | Claimed by the Candidate | Verified by HOD/DEAN | Remarks | \*Encl  No. |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
| Grading Criteria: Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee. | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Academic Year | | **5. Activity** | | | | | | Claimed by the Candidate | Verified by HOD/DEAN | Remarks | \*Encl  No. |
| Year 1 | | 1. At least one student/team of the institution participating in national/ state/ university (for college levels only) teams. | | | | | |  |  |  |  |
| 1. Organizing state/national/inter university/inter college level competition. | | | | | |  |  |  |  |
| 1. Organized at least 3 coaching camps in a year | | | | | |  |  |  |  |
| 1. Having participated in at least two international / National conference/seminar/workshops | | | | | |  |  |  |  |
| 1. Having organized any extension / community based activities | | | | | |  |  |  |  |
| 1. Assistance in college administration and governance related work including work done during admissions, examinations and extra-curricular activities. | | | | | |  |  |  |  |
| 1. Being invited for coaching at state/national level | | | | | |  |  |  |  |
| 1. Organizing at least three workshops in a year | | | | | |  |  |  |  |
| 1. Publication of at least one research paper in UGC approved journals. | | | | | |  |  |  |  |
| **Grading Criteria:**  **Good**: Involved in any two activities.  **Satisfactory**: 1 activity  **Not Satisfactory** : Not involved/ undertaken any of the activities. | | | | | | | | | | | |
| Overall grade Claimed by the Candidate | | | | | | | | Verified by the IQAC Verified by HOD/DEAN | | Remarks | |
|  | | | | | | | |  | |  | |
|  | | | | | | | |  | |  | |
| Year wise grade Claimed by the Candidate | | | | | | | | Verified by HOD/DEAN | | Remarks | |
| 1 | 2 | | 3 | 4 | 5 | 6 | total |  | |  | |
|  |  | |  |  |  |  |  |  | |  | |

\* Should be claimed by the applicant with supporting documents.

**CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS**

(Since the self-assessment score is based on verifiable records, all necessary evidences must be provided at the time of scrutiny)

**III A) RESEARCH PAPERS PUBLISHED:**

**(a) Refereed Journals as notified by UGC#**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl. No | Title of the paper with page Nos. | Journal name#with ISBN/ISSN No | Whether Journal is notified by UGC? # | Impact Factor, if any | No of First/Principal/ corresponding authors/supervisor/mentors | No of other authors | Self appraisal API Score \* | Verified API Score by Committee \* |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Sub Total IIIA(a)** | | | | | | | |  |

**(b) Other peer reviewed Journals**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl. No | Title of the paper with page Nos. | Journal name# with ISBN/ISSN No | Whether Journal is notified by UGC? # | No of First / Principal/ corresponding authors/ supervisor/mentors | No of other authors | Self appraisal API Score\* | Verified API Score by Committee\* |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Sub Total IIIA(b)** | | | | | | |  |

**III B) PUBLICATIONS OTHER THAN JOURNAL ARTICLES (BOOKS, CHAPTERS IN BOOKS)**

**(a) Text/Reference, Subject Bookspublished by InternationalPublishers,with ISBN/ISSNnumber**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the Book with ISBN/ISSN No** | **Name of the Publisher with address** | **Whether Book approved by the University and intimated in the UGC? #** | **No of authors** | **No of co- authors** | **Self appraisal API Score\*** | **Verified API Score by Committee\*** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Sub Total IIIB(a)** | | | | | | |  |

**(b) Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the Book with ISBN/ISSN No** | **Name of the Publisher with address** | **Whether Book approved by the University and intimated in the UGC? #** | **No of authors** | **No of co- authors** | **Self appraisal API Score\*** | **Verified API Score by Committee\*** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Sub Total IIIB(b)** | | | | | | |  |

**(c) Subject Books, published by Other local publishers, with ISBN/ISSN number**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the Book with ISBN/ISSN No** | **Name of the Publisher with address** | **Whether Book approved by the University and intimated in the UGC? #** | **No of authors** | **No of co- authors** | **Self appraisal API Score\*** | **Verified API Score by Committee\*** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Sub Total IIIB(c)** | | | | | | |  |

**(d) Chapters in Books, published by National and International level publishers, with ISBN/ISSN number.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the Book with ISBN/ISSN No** | **Name of the Publisher with address** | **Whether Book approved by the University and intimated in the UGC? #** | **No of authors** | **No of co- authors** | **Self appraisal API Score\*** | **Verified API Score by Committee\*** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Sub Total III B(d)** | | | | | | |  |

**III C) RESEARCH PROJECTS:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **(i) Sponsored projects: Major /Minor projects** | | | | | | | |
| **Sl. No.** | **Title of Project** | **Name of Sponsoring Agency** | **Period** | **Grant /Amount mobilized in Lakhs** | **Major/Minor/Patent/Technology Transfer/product/process** | **Self appraisal API Score** | **Verified API Score by Committee** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **(ii) Sponsored projects: Major /minor projects** | | | | | | | |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **(iii) Projects Outcome / Outputs: Patent / Technology transfer / Product / Process** | | | | | | | |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Sub Total III C** | | | | | | |  |

**III (D) RESEARCH GUIDANCE:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.No.** | **Ph.D / M.Phil.** | **Degree awarded/ Thesis submitted** | **Guide/ co-guide** | **Self appraisal API Score** | **Verified API Score by Committee** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Sub Total III D** | | | | |  |

**III (E) FELLOWSHIPS, AWARDS AND INVITED LECTURES DELIVERED IN CONFERENCES / SEMINARS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **International/National/state/University levelAwards** | | | | | |
| **Sl. No.** | **Name of the award** | **Body/Organization/Association** | **LevelInternational /National/State/University** | **Self appraisal API Score** | **Verified API Score by Committee** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **International /National/state/University level Fellowships** | | | | | |
| **Sl. No.** | **Name of the fellowship** | **Sports body/Organization/ Association** | **LevelInternational /National/state/ University** | **Self appraisal API Score** | **Verified API Score by Committee** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Sub Total III E(i)** | | | | |  |

1. **Invited Lectures/paper presented in Conferences/Seminars:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Invited lectures/paper presentations** | | | | | | |
| **Sr No** | **Title of the Invited lecture/paper presentations** | **Title of Conference/seminar** | **Organized by** | **Level**  **International/National/ State/University** | **Self appraisal API Score** | **Verified API Score by Committee** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Sub Total IIIE(ii)** | | | | | |  |

**III (F) DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL (INCLUDING MOOCS COURSES WITH E-CERTIFICATION)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr .No.** | **e-learning delivery process/material** | **Title of the process/material** | | **Details of the website** | | **No of modules developed** | **Self appraisal API Score** | **Verified API Score by Committee** |
|  |  |  | |  | |  |  |  |
|  |  |  | |  | |  |  |  |
| **Sub Total III F** | | | | | | | |  |
| **Total API points of Category III** | | |  | |

**According to the applicable Regulations the applicant is eligible/not eligible in category II and II+III---**

**Declaration**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby solemnly certify that the information provided in this application form is true and correct to the best of my knowledge and belief.

**Place : Signature of the applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date : Designation**

**Forwarded through proper channel:**

**Minimum API requirements for the promotion of Physical Education and Sports under CAS in university departments**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** |  | **Assistant Director**  **(Academic Level 10 to Academic Level 11)** | **Assistant Director**  **(Academic Level 11 to Academic Level 12)** | **Assistant Director to Deputy Director**  **(Academic Level 12 to Academic Level 13A)** | **Deputy Director to Director**  **(Academic Level 13 A to Academic Level 14)** |
| 1 | Research and  Academic  contribution  (Category III) | 40/assessment  period | 100/assessment  period | 90/assessment  period | 120/assessment  period |
| 2 | Expert  assessment  system | Screening  Committee | Screening  Committee | Selection  Committee | Selection  Committee |

**Note: The eligibility conditions for CAS promotion for different academic levels refer page no. 85-86 of**

**UGC notification dated 18th July 2018**