

# **Hemvati Nandan Bahuguna Garhwal University, Srinagar**

**Application for API Evaluation for Promotion**

**Under Career Advancement Scheme (CAS)**

**Professor (Academic Level 14) to Senior Professor (Academic Level 15)  
(As per UGC Regulations 2018)**

**Assessment Period: From ----- to -----**



**Submitted by**

**Dr. XXXXXXX XXXXXXXXX**

**Professor**

**Department of -----**

**School of -----**

**H.N.B. Garhwal University,  
Srinagar-246174, Uttarakhand**

**2025**

# Hemvati Nandan Bahuguna Garhwal University, Srinagar

## Application for API Evaluation for Promotion under CAS Professor (Academic Level 14) to Senior Professor (Academic Level 15) (As per UGC Regulations 2018) Appendix I

### I. Personal Details

1. Name: .....
2. Designation & Department: **Professor**, Department of.....
3. School: .....
4. Employee Code: : .....
5. Date of Birth: .....
6. Date of Joining University Service: .....
7. Current Designation & AGP: Professor (AGP ₹10,000)
8. Mode of Selection on Current Post:(Direct/CAS) .....
9. Date of Eligibility (Post of Professor): .....

### II. Assessment Criteria and Grading (During Assessment Period)

#### A. Teaching (As per Appendix II, Table I)

Year										
Grading										

#### B. Involvement in University/College Students' Related Activities & Research Activities (As per Appendix II, Table I)

Year										
Grading										

### III. Research & Guidance

10. Whether published a minimum of 10 research papers in UGC-listed journals during the assessment period:
11. Whether a minimum of two Ph.D. Students have been awarded degrees under supervision:

### IV. Eligibility Details

12. Have you attached Vigilance clearance certificate?.....
13. Assessment Period: .....
14. Date of Eligibility for Senior Professor: .....

(Name of Applicant)  
Department of -----

(Name of HoD with Seal)  
Department of -----

(Name of Dean with Seal)  
School of -----

**Appendix II — Progressive Assessment Report (Minimum 10 Years)**  
**Table I [Assessment Criteria & Methodology for University/College Teachers]**  
**Year ----- (First year of assessment period)**

SN	Activity	Grading Criteria
A.	<b>Teaching:</b> (No. of classes taught ÷ total classes assigned) × 100% (Includes tutorials, labs, and other teaching-related activities)	<b>Good: ≥ 80%</b> Satisfactory: 70%–79% Not Satisfactory: < 70%
B.	<b>Involvement in University/College students related activities/research activities:</b> (a) Administrative responsibilities (HoD, Dean, Director, Warden, etc.) (b) Examination & evaluation duties (c) Co-curricular, extension & field-based activities (d) Organizing seminars/conferences /workshops (e) Guiding Ph.D. students (f) Minor/Major research projects (g) Publications in peer-reviewed / UGC-listed journals	<b>Good: ≥ 3 activities</b> Satisfactory: 1–2 activities Not Satisfactory: None

**Overall Grading:**

- Good = Good in Teaching AND (Satisfactory/Good in Activity No. 2)
- Satisfactory = Satisfactory in Teaching AND (Satisfactory/Good in Activity No. 2)
- Not Satisfactory = Neither of the above

**Note:** (1). Periods spent on approved leave (Maternity, Child Care, Study, Medical, Extraordinary, Deputation) shall be excluded from assessment and extrapolated for fair evaluation.  
(2). **There will be 10 separate tables (Appendix II, Table I), one for each progressive year of the assessment period."**

***Mandatory Documents to be attached***

1. ***Ten full-length research papers (UGC-listed/Peer reviewed) published during the assessment period.***
2. ***Verified list of Ph.D. awardees under supervision (from Academic Section).***
3. ***Appointment letter of last promotion (Professor, Level 14).***
4. ***Academic CV (Curriculum Vitae)***
5. ***It is mandatory to include Vigilance clearance Certificate, issued by the CVO, HNB Garhwal University.***

**(Name & Signature of HoD with Seal)      (Name & Signature of Dean with Seal)**