



SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI

**APPLICATION FOR PROMOTION TO LEVEL 11 AND LEVEL 12 UNDER
CAREER ADVANCEMENT SCHEME-2018 FOR TEACHERS OF THE
UNIVERSITY WITH CUT OFF DATE-----**

(TO BE FILLED IN BY THE CANDIDATE)

PART-I

GENERAL INFORMATION

1. Name (in Block Letters) :
2. Designation :
3. Discipline/Department :
4. Place of work :
5. Date of Birth :
6. Address for correspondence :
7. Phone number and e-mail
8. Academic qualifications :

Degree / Diploma	Discipline	University/ Board	College / Place of study	Month/ Year of passing	Marks/ OGPA obtained	Class obtained	Remarks
1	2	3	4	5	6	7	8
Ph. D							
M. Sc. / M.V.Sc/ MFSc/M. Tech.							
B.Sc/ B.F.Sc./ B.V.Sc & AH /B. Tech.							
Intermediate							
SSC							

15	(a) Particulars of leave availed which is counted for grant of annual increment (Earned leave etc.) & HPL if any	From	To	Total Period
	(b) Not counted for annual increment (EOL without pay & allowances) / Dies – non etc			
	(c) Any other leave			

16. Whether eligible for relaxation of length of service due to study leave (Quote Authority):

Yes / No

If yes state the period of study leave eligible for counting of service

Institution	Degree	From	To	Total period
		Day / Month / Year	Day / Month / Year	Day / Month / Year
1	2	3	4	5

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

i. Attended one Orientation course of 21 days duration on teaching methodology; Yes / No.

If yes furnish details as follows and enclose proof

Name of the programme	Host Organization	Duration with dates

ii. completed any one of the following? :

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 one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period-

Yes/No.

If yes furnish details as follows

Name of the programme	Host Organization	Duration with dates

- iii. Published one research publication in the peer-reviewed journals/ NAAS rated or UGC/AICTE-listed/SCI Journals/SVVU Journal)as first author during assessment period.

Yes/No.

If yes furnish details as follows and enclose copy of the same

Authors	Title of the publication	Year	Volume and page numbers

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

- i. Have you 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 weeks (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-Yes/No.

If yes furnish details as follows

S.No	Name of the programme	Host Organization	Duration with dates
1			
2			
3			

ii. Published three research papers during assessment period in the peer-reviewed journals / NAAS rated journals or UGC/AICTE-listed/SCI Journals/SVVU Journal) out of which two should be as first author-Yes/No.

If yes furnish details as follows

S.No	Authors	Title of the publication	Year	Volume and page numbers
1				
2				
3				

18. Teaching: (Number of classes taught / total classes assigned) x100%(Classes taught includes sessions on tutorials, lab and other teaching related activities) / Regularity in attending Farm/Lab/extension centre/clinics/Regularity in attending Technical officer duties etc. Calculated in terms of % of days of days classes taught/attended duty to the total number of days expected to teach/attend duty

		year	year	year	year	year
1	Teaching: Indicate course numbers and credit hours of UG and PG separately					
2	Regularity in attending Farm/Lab/extension centre/clinics/					
3	Regularity in attending Technical officer duties etc.					

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

(a) Administrative responsibilities such as Head/ Dean/ Director/ Co-ordinator, Warden/special officer etc.

S.No	Name of the Administrative Position	Year	Year	Year	Year	Year
1						
2						

(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation/Internship evaluation

S.No	Name of the Activity	Year	Year	Year	Year	Year
1						
2						

c. Animal production activities like culling/purchase/valuation/feed formulation and production

S.No	Name of the Activity	Year	Year	Year	Year	Year
1						
2						

d. Clinical and Health services including sample analysis/screening

S.No	Name of the Activity	Year	Year	Year	Year	Year
1						
2						

e. Extension and field based activities like Radio/TV Programs/FLD/OFT/Training/Skill development programs

S.No	Name of the Activity	Year	Year	Year	Year	Year
1						
2						
3						

f. Technical assistance to University officers

S.No	Name of the Activity	Year	Year	Year	Year	Year
1						
2						

g. Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services, Officer in charge library/transport/cooperative stores, canteen etc., Warden/additional warden

S.No	Name of the Activity	Year	Year	Year	Year	Year
1						
2						
3						

h. Organising seminars/ conferences/ workshops, other college/university activities.

S.No	Name of the conference/workshop	Year	Year	Year	Year	Year
1						
2						

i. Evidence of actively involved in guiding Ph.D students.

S.No	Name of the Ph.D Student guided Year of award Specialization	Year	Year	Year	Year	Year
1						
2						

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

S.No	Name of the Research Project Year of Sanction Funding Agency Outlay	Year	Year	Year	Year	Year
1						
2						

k) Editorial committee/Chairman/ Member at university/State/National/International level

S.No	Name of the Activity	Year	Year	Year	Year	Year
1	Editorial committee(Indicate name of journal)					
2	Chairman university committee					
3	Member university committee					
4	Chairman state committee					

5	Member state committee							
6	Chairman National committee							
7	Member National committee							
8	Chairman International committee							
9	Member International committee							

1) At least one single or joint publication in peer-reviewed NAAS Rated or UGC/AICTE listed / SCI Journals

S N	Authors	Title of the publication	Year	Vol & page no.	Year	Year	Year	Year	Year
1									

20. Institution Building and Transfer of Technology

21. Significant Achievements in Teaching / Research / Extension (Not the work done report) separately year wise for the period:

22. Any other information the candidate desires to provide in support of his/her claim or application for promotion not covered in any of the above columns:

Certified that the information furnished above by me is factual and correct to the best of my knowledge and belief and that if at any stage it is found to be false or suppression of the facts, I shall be liable for disciplinary action against me as deemed fit.

Signature of the Applicant

Certified that the information was verified with office records

Signature of the Head of the Office

Verified the following details of the applicant with the office records (service particulars) and enclosures (documentary evidences or certificates) with the application

Whether completed Ph.D. (if yes give the date of completion of Ph D)			:	Yes/No
Number of completed courses/ programmes among the required categories during the assessment period			:	
Total number of research publications			:	
Number of research publications during the assessment period			:	
Number of additional research papers (above mandatory requirement) published during the Assessment period			:	
Number of students guided during the assessment period			:	
M.V.Sc./M.Tech./M.F.Sc: Ph. D.:			:	
Details of completed externally funded projects			:	
Amount (Rupees in Lakhs)	Date of Completion	Funding agency		
Whether the applicant had Satisfactory/Good grade during the assessment period			:	:Yes/No
Date of joining in the present Academic Level			:	
Date of eligibility to Academic Level or which this application is being submitted(After deducting EOLs/ any other leave not counted for annual increment)			:	
Number of years of service completed in Academic level ----- as on----- (date)			:	
Whether the applicant fulfilled the eligibility criteria for assessment			:	Yes/No

Signature of the officer- in –charge -Internal Quality Assessment Cell (IQAC)