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**NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION**  
**17-B, SRI AUROBINDO MARG, NEW DELHI-110016**

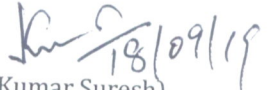
September 18, 2019

**OFFICE NOTE**

The Institute is in the process of considering cases for promotion under Career Advancement Scheme (CAS) of UGC from (i) Associate Professor to Professor; and (ii) Assistant Professors (Stage 1 to Stage 2) & (Stage 2 to Stage 3) (Stage 3 to Stage 4).

Those who find themselves eligible are requested to submit their case alongwith necessary papers/publications as per the UGC Guidelines (2010), for further consideration by 07.10.2019.

For calculation of minimum API scores using PBAS, the incumbent is required to apply as per API Norms developed by NIEPA.

  
(Kumar Suresh)  
Registrar (I/C)

To:

All Associate Professors and Assistant Professors

CC:

Sr. PS to VC - for information of VC  
PA to Registrar - for information of Registrar

  
16/9/19

## Eligibility criteria for promotion under CAS

S. No.	Promotion of Teachers through CAS	Service Requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M. Phil/Pg Degree in Professional Courses such as LLM, M. Tech, M.V.Sc, M.D., or six years of service who are without Ph. D/M. Phil/Pg Degree in Professional Courses	<p>(i) Minimum API scores using PBAS scoring proforma developed by NIEPA.</p> <p>(ii) One Orientation and one Refresher/Research Methodology</p> <p>(iii) Screening cum Verification process for recommending promotion.</p>
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	<p>(i) Minimum API scores using PBAS scoring proforma developed by NIEPA.</p> <p>(ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration.</p> <p>(iii) Screening cum Verification process for recommending promotion.</p>
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	<p>(i) Minimum API scores using PBAS scoring proforma developed by NIEPA.</p> <p>(ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil. holders and an exemption of two publications will be given to Ph. D. holders..</p> <p>(iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning- Evaluation</p>

			Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration.
			(iv) A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.
4.	Associate Professor (Stage 4) Professor/ equivalent cadres (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum API scores using PBAS scoring proforma developed by NIEPA. (ii) A minimum of five publications since the period that the teacher is placed in Stage 3. (iii) A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.
5.	Professor (Stage 5) to Professor (Stage 6)	Professor with ten years of completed service (universities only)	(i) Minimum API scores using PBAS scoring proforma developed by NIEPA. (ii) Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards/honours/ recognitions/patents and IPR on products and processes developed/technology transfer achieved; and (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.

For teachers seeking promotion under CAS to Associate Professor, for those who on the date of Notification of UGC Guidelines 2010 are Assistant Professors in Stage 2, the existing requirement of Ph.D. or equivalent publications will continue to apply. In case, some teachers do not also meet this criteria, the selection committee may give due weightage to criteria mentioned in Appendix 3, Categories I and II. For all others who enter Stage 2, subsequent to this notification, the requirement of three publications, as defined in these regulations, will be applicable.

**Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively.**