



**SELF ASSESMENT FORM FOR ACADEMIC PERFORMANCE INDICATOR (API)  
PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) For TEACHING FACULTY**

**SECTION-A: GENERAL**

1	Name of the Faculty	
2	Designation	
2	Name of the Department Centre of University	
3	Present Pay-Scale	
4	Date of Joining	
5	Period/Years of Performance Appraisal	

**SECTION - B :**

**CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

**\*Column on verified API score is to be filled by the IQAC/Screening Committee Office**

S. No	Nature of Activity	API : Self-Appraisal Score						Verified API Score*
		Year I	Year II	Year III	Year IV	Year V	TOTAL SCORE	
1.1	Lectures, seminars, tutorials, practical, contact hours undertaken as percentage of lectures allotted (Maximum of 50 points)							
1.2	Lectures or other teaching duties in excess of the UGC norms (Maximum of 10 points)							
1.3	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students (Maximum of 20 points)							
1.4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc (Maximum of 20 points)							
1.5	Examination duties (Invigilation; question paper setting, evaluation of answer scripts) as per allotment (Maximum of 25 points)							
	Total score out of 125 (Minimum API score required : 75)							

**CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.**

S. NO	Nature of Activity	API : Self-Appraisal Score						Verified API Score
		Year I	Year II	Year III	Year IV	Year V	TOTAL SCORE	
II.1	Student related co-curricular, extension and field based activities (such as extension work through eco club and other channels, cultural activities, subject related events, advisement and counseling) (Maximum of 20 points)							
II.2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities (Maximum of 15 points)							
II.3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) (Maximum of 15 points)							
	Total score out of 50							

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

1. Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

S. NO	Nature of Publication A: <b>Research Papers Publication</b>	API : Self-Appraisal Score						Verified API Score
		Year I	Year II	Year III	Year IV	Year V	TOTAL SCORE	
III.1	Refereed Journals (15 per publication)							
III.2	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers: (10 per publication).							
III.3	Conference proceedings as full papers, etc. (Abstracts not to be included) (7 per publication).							

<b>Other Research Publications (books, chapters in books, other than refereed journal articles).</b>								
Text or Reference Books Published by International Publishers with an established peer review system								
III.4	Sole Author (50 per publication).							
III.5	Chapter in edited Book (10 per publication).							
III.6. Text or Reference Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers								
a	Sole Author (25 per publication).							
b	Chapter in edited Book (5 per publication).							
III.7. Text or Reference Books by other local publishers with ISBN/ISSN numbers.								
a	Sole Author (15 per publication).							
b	Chapter in edited Book (3 per publication).							
c	Chapters contributed to dited knowledge based volumes published by International Publishers (10 per publication).							
d	Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers (5 per publication).							

RESEARCH PROJECTS								
III.8. Completed/Ongoing Sponsored Projects. (In case of Co-PI points are to be shared in 70:30 ratio).								
a	Major Project with Grant >Rs. 30 Lakhs for Science/Technology/Engineering and Rs. 5 Lakhs for Others (20 per Project).							
b	Major Project with Grant > Rs.5 Lakhs for Science/Technology/Engineering and Rs. 3 Lakhs for Others (15 per Project).							
c	Minor Project with Grants > Rs. 50,000 for Science/Technology/Engineering and Rs. 25,000 for Others (10 per Project).							
d	<b>Completed/ Ongoing Consultancy Projects:</b> Grant > Rs. 10 Lakhs for Science/Technology/Engineering and Rs. 2 Lakhs for Others (10 per Project). In case of Jt. venture points are to be shared in 70: 30 ratio.							
III.9. Projects Outcome/Output: Patent/Technology transfer/ Product/Process (for Science/Technology/Engineering): Major Policy document of Govt. Bodies at Central/State level (for others). In case of Joint output points are to be shared in 70: 30 ratio.								
a	International Level (50 per outcome/output).							

b	National Level (30 per outcome/output).								
<b>III.10. RESEARCH GUIDANCE (In case of joint supervision points are to be shared in 70: 30 ratio)</b>									
a	M. Phil. /MS (Degree awarded only) (3 per candidate).								
b	Ph. D. (Degree awarded only) (10 per candidate).								
c	Ph. D. Thesis submitted (7 per candidate).								
<b>PARTICIPATION IN TRAINING COURSES/CONFERENCE/SEMINAR/WORKSHOP</b>									
III.11. Refresher courses, Methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills Development Programmes, Faculty Development Programmes									
a	Duration two weeks or more (20 per course/conference/seminar/workshop ).								
b	Duration one week (10 per course/conference/seminar/workshop ).								
III.12. Participation and Presentation of research papers (oral/poster) in Conferences/ Seminars/ workshops etc. [If a paper presented is published in the form of Proceedings, the points would accrue for the publication and not under presentation.									
a	International conference (10 per participation/presentation).								
b	National (7.5 per participation/presentation).								
c	Regional/State level (5 per participation/presentation).								

d	Local - University/college level (3 per participation/presentation)							
III.13. Invited Lectures or Invited presentations for conferences/Symposia								
a	a) International conference (10 per participation/presentation).							
b	b) National (5 per participation/presentation).							
<b>TRAINING COURSES / CONFERENCE /SEMINAR/WORKSHOP ORGANISED</b>								
III.14. Refresher courses, Methodology workshops, Training Course, Summer/Winter School/Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes								
a	Duration two weeks or more (30 per course). In case of Co-coordinator points are to be shared in 70: 30 ratio.							
b	Duration one week (20 per course). In case of Co-coordinator points are to be shared in 70: 30 ratio.							
III.15. Seminar/symposia/conference/workshop organized. In case of Co-convener/Jt. Organizing Secretary points are to be shared in 70: 30 ratio								
	International (30 per event).							
	National (20 per event).							
	Regional (10 per event).							
	State level (5 per event).							
	PAC/PAMC meetings of UGC/CSIR/DST/MoES/DBT/MoEF/ICSS R/ICHR/DoE etc (10 per meetings)							



<b>III .16. AWARD/HONOURS/RECOGNITIONS</b>								
	International level honour/recognition/award (30 per award)							
	National level honour/recognition/award (25 per award)							
	State level honour/recognition/award (15 per award)							
<b>III.17. PEER REVIEWING OF PAPERS/PROJECT PROPOSAL/EVALUATION OF PROJECT COMPLETION REPORT</b>								
	For Refereed Journals (7 per paper)							
	For Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers (4 per paper )							
	Conference proceedings as full papers, etc. (3 per paper)							
	Evaluation of Project Completion Report (10 per report for major project and 5 for minor project)							
	Evaluation of Project Proposals (5 per report for major project and 3 for minor project)							

TOTAL API SCORE								
1	Total Score in Category I							
2	Total Score in Category I							
3	Total Score in Category I							
4	Grand Total (Categories I, II and III)							

**Note**

1. Candidates are required to provide complete list of publications (in refereed journals, recognized and reputable journals and periodicals mentioning names of all authors, ISSN/ISBN numbers of journals and year of publications), list of seminar/symposia/conference/workshop/refresher course/faculty/skill development programmes etc organized and attended, list of completed/on-going research and consultancy projects with amount and funding agency, list of Patent/Technology transfer/ Product/Process/Major Policy document of Govt. Bodies at Central/State level, list of M. Phil and PhD supervised, list of honours/awards/recognitions . Information given in the form need not be repeated.
2. Candidates are required enclose documentary evidence in favour of items mentioned at Note 1 above.

Certified that the scores mentioned under all categories are correct to the best of my knowledge and all are supported by document evidences.

Signature of the Faculty with Designation  
Place:  
Date:

Countersigned by HoD/Dean with seal  
Place:  
Date: