



AS PER UGC REGULATIONS - 2018 /
AICTE (DEGREE) REGULATIONS - 2019

**APPLICATION FORM FOR PROMOTION FROM PROFESSOR (ACADEMIC
LEVEL - 14) TO SENIOR PROFESSOR (ACADEMIC LEVEL - 15) UNDER THE
UGC / AICTE - CAREER ADVANCEMENT SCHEME (CAS)**

[May - 2026]

PART - A

Period of Assessment for Promotion : From..... to

Date of appearing before the last Selection Committee under CAS (if appeared):.....

GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.	Name (in Block Letters)	:	
2.	Date of Birth & Age	:	
3.	Father's Name (in Block Letters)	:	
4.	Mother's Name (in Block Letters)	:	
5.	Husband's Name (in case of married women)	:	
6.	Current Designation	:	
7.	Department	:	
8.	Date of Joining	:	
9.	Date of Confirmation	:	
10.	Date of Last Promotion / Upgradation under CAS (Enclosure No.....)	:	
11.	Date of eligibility for promotion for the stage applied	:	
12.	Date of initial appointment in MANUU	:	

13.	Present Place of Posting	:	
14.	Subject / Discipline (<i>For faculty of Distance Education</i>)	:	
15.	Please indicate whether you belong to SC/ST/OBC/PWD	:	
16.	Address for Correspondence (with Pin code)	:	
17.	Permanent Address (with Pin code)	:	
18.	Cell Number	:	
19.	Alternate Number	:	
20.	Email Address	:	

21. Academic Qualifications:

Examination	Name of the Board/ University	Year of Passing	% of Marks obtained	Division	Subjects studied	Enclosure No.
SSC						
10+2						
B.A./B.Sc./B.Com/ B.E./B.Tech./other						
M.A./M.Sc./M.Com./ M.E./M.Tech./Other						
NET/SLET/SET/ GATE						
Other Degrees (if any)						

22. Research Degree(s):

Degree	Title	Date of Award	University	Enclosure No.
M.Phil.				
Ph.D.				

- In case of M.Phil./Ph.D. Examination, an attested copy of the degree & the result notification for the same be attached.

23. Knowledge of Urdu: Whether you possess the knowledge of Urdu reading, writing and speaking (Please tick YES/NO). If Yes, proof must be furnished (Encl No.....)

Reading	Yes	No
Writing	Yes	No
Speaking	Yes	No

24. Degrees/Certificates acquired after joining services of MANUU:

Examination	University	Year	% of marks obtained	Division & Distinction	Enclosure No.

25. Record of Academic Service prior to joining MANUU:

Name of Employer/ Institution	Designation	Duration		Nature of appointment (Regular/Temp/ Adhoc/Part-time)	Scale of Pay	Nature of Duties	Enclosure No.
		From	To				

26. Record of Service in MANUU from the date of joining:

Designation	Department	Duration		Experience		Pay Scale / Grade	Encl. No.
		From	To	Year	Month		

Please clearly specify the period of Leave without Pay :

27. Teaching experience:

PG Classes (in Years):..... Period: From To.....

UG Classes (in Years):..... Period: From To.....

28. Research Experience excluding years spent in acquiring M.Phil./Ph.D. degrees (in years):

(i) **Years of Guiding Ph.D. / M.Phil...:.....**

(ii) **Total No. of Papers Published:** (Not Abstract. Please attach full Papers only)

a) **International Journals.....**

b) **National Journals.....**

c) **State Level Journals.....**

(iii) **Total No. of Conferences/Seminars/Workshops Attended & Papers Presented:**

		Attended	Attended and Presented papers
a)	International		
b)	National		
c)	State Level		

29. Field of Specialization under the Subject/Discipline

1. _____

2. _____

30. Your vision for the Department / School:

31. Your contribution to the Department / School/ Discipline and University:

32. Future Academic Development Plan for self as well as Department / School:

33. Any Other relevant information:

Signature of the Candidate



PART-B

(To be filled by the Faculty Concerned)

01. Name (*in Block Letters*) : _____
02. Department / Directorate / Centre : _____
03. School : _____

TEACHING EXPERIENCE

- i) Date of Appointment / Promotion as Professor : _____
- ii) Details of Leave without pay during the tenure as Professor (*if any*) : _____
- iii) Number of Years as Professor (*as on date of CAS Notification*) : _____

S#	Name of the Department	From	To	Duration of Experience		Remarks
				Years	Months	

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1. Research Papers in Peer-Reviewed / UGC Listed / UGC - CARE / SCI / Scopus / Web of Science Listed Journals

Sl. No.	Title of the Research Paper	Name of the Journal	ISSN No.	Vol. No., Page No. & Year	Impact Factor*	No. of Authors	Type of Authorship (First Author/ Corresponding Author / Principal / Co-Author)	Whether Listed in UGC / UGC - CARE / SCI / Scopus / WoS list journals (Yes / No) if "Yes" enclose the proof	Encl. No.
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									

**Impact factor to be determined as per Thomson Reuters list.*

2. Publications (other than Research Papers)

Sl. No.	Title of the Books	Author	Co-Authors (s)	Name of the Publisher, Month, Year	ISBN No.	Encl. No.
(a) Books authored which are published by:						
International Publishers						
National Publishers						
Chapter in Edited Book						
Editor of Books by International Publisher						
Editor of Books by National Publisher						
(b) Translation works in Indian and Foreign Languages by qualified faculties						
Chapter or Research Paper						
Book						

Note: Attach front, index and back pages justifying the claim showing the ISBN Number

3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula.

Sl. No.	Activity*	Encl. No.
(a) Development of Innovative Pedagogy		
(b) Design of New Curricula and Courses		
(c) MOOCs		
Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05marks/credit)		
MOOCs (developed in 4 quadrant) per module/lecture		
Content writer/subject matter expert for each module of MOOCs (at least one quadrant)		
Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit)		
Development of e-Content in 4 quadrants for a complete course/e-book		
e-Content (developed in 4 quadrants) per module		

Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)		
Editor of e-content for complete course/paper/ e-book		

*Each activity should be claimed by the applicant with supporting documents.

4. (a) Research Guidance

i) Ph.D. awarded / Thesis submitted*

Sl. No.	Name of the Scholar	Title of Thesis	Awarded/ Thesis submitted	Supervisor / Co-supervisor	University	Month and Year	Encl. No.

*Submit Ph.D. Notification/Certificate of Submission

ii) M.Phil./ P.G. dissertation*

Sl. No.	Name of the Scholar	Title of The Dissertation/Thesis	M.Phil./P.G.	University	Month and Year	Encl. No.

*Submit M.Phil./P.G. Notification/Certificate of Submission

(b) Research Projects Completed

Sl. No.	Title of the Project (More than 10 lakhs)	Names of PI and co-PI	Funding Agency	Grant Sanctioned	Duration		Encl. No.
					From	To	
Sl. No.	Title of the Project (Less than 10 lakhs)	Names of PI and co-PI	Funding Agency	Grant Sanctioned	Duration		Encl. No.
					From	To	

(c) Research Projects Ongoing:

Sl. No.	Title of the Project (More than 10 lakhs)	Names of PI and co-PI	Funding Agency	Grant Sanctioned	Duration		Encl. No.
					From	To	
Sl. No.	Title of the Project (Less than 10 lakhs)	Names of PI and co-PI	Funding Agency	Grant Sanctioned	Duration		Encl. No.
					From	To	

(d) Consultancy

Sl. No.	Title and Nature of the Project	Agency to it is offered	Grant Component	Duration		Encl. No.
				From	To	

5. (a) Patents

Sl. No.	Details of Patent	International / National	Year	Encl. No.

(b) Policy Document (Submitted to an International body/ organization like UNO / UNESCO / World Bank / International Monetary Fund, etc. or Central Government or State Government)

Sl. No.	Details of Policy Document	International / National / State	Year	Encl. No.

(c) Awards/ Fellowship

Sl. No.	Name of the Award / Fellowship	Awarding Institute/ Organization	International/ National/	Date Awarded	Encl. No.

6. Invited lectures / Resource Person / paper presentation in Seminars / Conferences/ full paper in Conference Proceedings (Papers presented in Seminars/ Conferences and also published as full paper in Conference Proceedings will be counted only once)

6(A)

Sl. No.	Invited as Resource Person	Name of the Seminar / Conference	Topic of the Lecture	Organizer/ Institute	Duration	International (Abroad)/ International (within country)/ National / State/ University Level	Encl. No.

6 (B)

Sl. No.	Invited as Paper Presenter	Name of the Seminar / Conference	Title of the Paper	Organizer/ Institute	Duration	International (Abroad)/ International (within country)/ National / State/ University Level	Encl. No.

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. If anything is found false at any stage, my candidature are liable to be rejected summarily without assigning any reason thereof.

Place: _____

Date: _____

Signature of the applicant-----
Remarks of the Head:

Date: _____

Head of the Department-----
Remarks of the Dean:

Date: _____

Dean, School of Studies

LIST OF 10 BEST RESEARCH PAPERS / ARTICLES PUBLISHED IN JOURNALS

S#	Title of the Research Paper	Name of the Journal	Month & Year	Volume & Issue No.	Page No.	ISSN No.	Principal Author / Co-Author	Whether Listed in UGC approved / UGC - CARE / SCI / SCOPUS / Web of Science list of Journals	Please enclose the Proof of Research Paper Published in UGC - CARE / SCI / SCOPUS / WoS (MANDATORY)	Enclosure No.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
1.										
2.										
3.										
4.										
5.										

Date:.....

Signature of the Applicant

LIST OF 10 BEST RESEARCH PAPERS / ARTICLES PUBLISHED IN JOURNALS

S#	Title of the Research Paper	Name of the Journal	Month & Year	Volume & Issue No.	Page No.	ISSN No.	Principal Author / Co-Author	Whether Listed in UGC approved / UGC - CARE / SCI / SCOPUS / Web of Science list of Journals	Please enclose the Proof of Research Paper Published in UGC - CARE / SCI / SCOPUS / WoS (MANDATORY)	Enclosure No.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
6.										
7.										
8.										
9.										
10.										

Date:.....

Signature of the Applicant

DOCTORAL SUPERVISION

S#	Name of the Student	Topic of the Thesis	Mode of Supervision		Year of Registration	Date of Viva - Voce	Date of Award	Name of the University awarded Ph.D.	Month & Year	Enclosure No. (Please enclose the Result Notification of the Student) [MANDATORY]
			Single	Joint						
(a)	(b)	(c)	(d)		(e)	(f)	(g)	(h)	(i)	(j)
1.										
2.										
3.										
4.										
5.										

Date:.....

Signature of the Applicant



मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी
MAULANA AZAD NATIONAL URDU UNIVERSITY
A Central University under Ministry of Education
Government of India



ACKNOWLEDGEMENT

Received 04 sets of applications under UGC/AICTE - Career Advancement Scheme (May-2026)
for Academic Level:14 to Academic Level:15 from _____
Designation: **Professor** Department / Directorate / Centre _____ in response
to notification dated: 18.05.2026.

Date: _____

Signature of the Receiver