Annexure- A
(For placement to Associate Professor)
Details of Credit Awarded

(To be verified by Head of Department and Certified by Principal of the Institution)

Name:
Designation:

A. Teaching/Learning/ Course Design (Maximum 40 Credits)

Sl No.	Criteria	Semester/Year of Assesment	Score(%) Semester Average	Credit
1	**Students Evaluation** (semester average) (Above 90% -5 credits per semester, 80% - 90%- 4 credits per semester, 70-80%- 2 credits per semester)			
2	Maintenance & Submission of Course dairy (to be certified by HOD) (2 credits per semester)			
3	Remedial classes (2 credits per semester)			
		Total(Max Score 40)		

Verified score (by the HOD)	

B. Extension. Co- curricular and field based Activities (Maximum. 10 Credits)			
Sl No.	Criteria	Year of Assessment	Credit
1	Staff Advisor College Union (4 credits per year)		
2	Staff Advisor National Service Scheme (4 credits per year)		
3	Staff Advisor ISTE Students Chapter (4 credits per year)		
4	Staff Advisor IEEE Students Chapter (4 credits per year)		
5	In- Charge of college Vehicle (4 credits per year)		

		Year of Assessment	Credit
6	In-charge of placement unit (4 credits per year)		
7	Manager, Center for Continuing education (4 credits per year)		
8	Warden, College hostel (6 credits per year)		
9	Resident Tutor, College Hostel (4 credits per year)		
10	Co-ordinator/ Nodal Office, TEQIP (4 credits per year)		
11	Adminstrative posts(Vice Principal, Joint Director, Dean, Deputy Director, Technical Officer, Training Officer, Member college council) (2 credits per year)		
12	Member, AICTE Accredination Team (4 credits per visit)		
13	Staff in- charge (Secretary, Treasurer etc) PTA, ISTE,IEEE, IET etc. (4 credits per year)		
14	Staff in - charge (Secretary. Treasurer etc.) Alumini Association (4 credits per year)		
15	Staff in- charge Satelite Centre (2 credits per year)		
16	Staff in-charge Anti ragging cell (2 credits per year)		
17	Staff in- charge Incubation centre (2 credits per year)		
18	Staff in-charge Maintenance wing (Electrical, water supply, campus development) (4 credits per year)		
19	Staff in-charge Right to information (PIO) (4 credits per year)		
20	IPR Co- ordinator (2 credits per year)		

Sl No.	Criteria	Year of Assessment	Credit
21	Consultancy (2 credits for generating above Rs 1 lakh per year)		
22	Staff in charge (Counseling and Guidance Cell/Student Grievance Redressal Cell) (2 credits per year)		
23	Co-ordinator for Cultural and Sports events (4 credits per event)		
24	Staff editor, College magazine etc (4 credits per year)		
		Total(Max score 10)	
		Verified score (by the HOD)	

C. Organisation of Training Programme (Maximum 15 credits)			
Sl No.	**Criteria**	**Year of Assesment**	**Credit**
1	Co-ordinator, Short term courses/ Training Programmes/ Organized by the institution DTE/AICTE/UGC/CCE/IMG etc.(each programme of not less than 3 days duration) (4 credits per programme)		
2	Co-ordinator (Workshop/ Seminar/Conference organized by the institution/DTE/AICTE/UGC/CCE/IMG etc. A. National or International(1 day) (4 credits per programme) B. National or International (2 days or more) (6 credits per programme)		
3	Co-co-ordinator (short term courses/ Training programme/ Workshop/ Seminar/ Conferences) (2 credits per programme)		
4	Staff in-charge Visiting faculty scheme (4 credits per year)		
5	Preparation of training calender and Co-ordination of training activities (8 credits per year)		
6	Services to Community (4 credits per programme)		
		Total (Max Score 15)	

Verified score (by the HOD)	

Sl No.	Criteria	Year of Assesment/ Details of Publication	Credit
	D. Papers/books/projects/lectures (Maximum 15 credits)		
1	Author, Text book on engineering subjects a. Single author(6 credits per book) b. Co-author(3 credits per book)		
2	Papers Published/ Accepted for publication in referred international journals (8 credits per paper)		
3	Paper published/ accepted in referred National Journal (4 credits per paper)		
4	Paper published in proceedings of National/ International Conference/ Workshop/ Seminar (3 credits per paper)		
5	Reviewer of International journal/ Participation in seminars/ conference etc. without paper presentation (2 credits per journal/ event)		
6	Expert Lectures(outside the institution) (2 credits per lecture)		
7	Radio/ T V talks/ Publication in news paper and other media (1 credit per article)		
	Verified score (by the HOD)	**Total (Max Score 15)**	
		Grand Total of Categories A+B+C+D (Min credits 40)	
		Verified score (by the HOD)	

Declaration by the Applicant

I here by declare that the informations furnished above is true and correct to the best of my knowledge and belief.

Station   Name & Signature of Applicant

Date:

Certificate by Head of Institution

Certified that Sri/Smt/Dr……………………………. has earned ……... Credits during ………………………

Head of the Department

                                                                                                    Principal

Place:

Date: (Office Seal)