C I R C U L A R


Sub: Personnel – Faculties – Career Advancement Scheme –
   Phase I – Applications – Called for.

Ref: G.O.Ms.No.95, Higher Education Dept., dt. 05.05.2010.

Applications are invited from the eligible members of teaching staff for
consideration under Career Advancement Scheme.

ELIGIBILITY CRITERIA

I. ASST. PROF. (AGP6000) TO ASST. PROF. (SR.GR.) (AGP7000)
   i. Must have completed 6 years of service with relaxation of one year
      and two years, respectively, for those with M.Phil., M.E. / M.Tech.
      and Ph.D.
   ii. Must have participated in summer / winter schools of total duration of
       4 weeks (i.e. 28 days). The existing Assistant Professors who are
       holding Ph.D. qualifications are exempted from attending one course
       whether refresher or orientation course (i.e. upto 14 days)
   iii. Consistently good performance appraisal reports.

II. ASST. PROF. (SR.GR.) (AGP7000) TO ASST. PROF. (AGP8000)
   i. Must have completed 5 years of service as Assistant Professor
      (Senior Grade) with AGP7000
   ii. Must have participated in the summer / winter schools of a total
       duration of 28 days, after placement in Senior Grade.
   iii. Consistently good performance appraisal reports.

III. ASSOCIATE PROFESSOR (AGP9000) TO PROFESSOR (AGP10000)
   i. Must possess Ph.D.
   ii. Must have completed 3 years of service as Associate Professor with
       AGP 9000.
   iii. Consistently good performance appraisal reports.
iv. Research contribution, books, articles, etc., published (at least four papers in Journals required)
   The best three written contributions of the teachers (as proposed by her / him) shall be sent in advance to the Experts to review before coming for the selection. Therefore, the candidate is advised to submit these in 3 sets with the application.

v. Seminars / Conferences attended. Must have attended at least 4 seminars / conference at national or international level or must have attended summer / winter schools (short-term courses) of total duration of 4 weeks (i.e. 28 days) as Associate Professor.

vi. Significant contribution to teaching / academic environment / institutional corporate life.

vii. Adequate extension and field outreach activities.

viii. Development of course material / Monographs.

ix. Participation in Continuing Education Programme.

x. Any other academic contributions.

Such of those members of teaching staff satisfying the above eligibility criteria as on 04.03.2010 may submit their applications in the prescribed format (a specimen format is enclosed).

The completed applications, should reach the Registrar on or before Thursday the 8th August 2013 by 5.00 p.m.

Phase II
Circular - Inviting applications from the faculty members who become eligible for Career Advancement Scheme on or after 05.03.2010 - will be issued on receipt of guidelines from the Government of Tamil Nadu.

Encl.: As above

REGISTRAR i/c.

To
All the Deans of the Campuses
All the Chairmen of Faculties
All the Heads of the Departments / Divisions
All the Directors of the Centres / Institutes
P.S. to V.C. / P.A. to Registrar
PR20 / Stock file
ANNA UNIVERSITY
SARDAR PATEL ROAD, CHENNAI – 600 025.

APPLICATION FOR MOVEMENT UNDER CAREER ADVANCEMENT SCHEME

1. Name:

2. a. Present post held:
   b. Department:
   c. Pay Band:
   d. Pay and AGP:

3. Movement applied for:

4. Academic Profile

<table>
<thead>
<tr>
<th>Degree</th>
<th>Branch / Specialisation</th>
<th>Average Marks / CGPA &amp; Class</th>
<th>Year of Passing</th>
<th>Institution where studied</th>
<th>University / Board</th>
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5. Subject of the thesis for the Doctoral Degree:

6. Date of Viva-voce for award of Ph.D. Degree:

7. Prizes, Medals obtained, if any:

...2...
8. Professional experience:

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<th>Post held</th>
<th>Period</th>
<th>Name of the Institution</th>
<th>Nature of Duties</th>
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9. Brief details of Conferences / Seminars / Symposia / Workshops / Summer / Winter Schools attended (Add extra sheets if necessary):

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<th>Sl. No.</th>
<th>Name of Conference / Workshop etc.</th>
<th>Duration</th>
<th>Total Number of Days</th>
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10. Brief Details of Travel and Study abroad :

11. List of Papers published (Give in an Annexure) :

12. List of Books, if any published :

13. List of funded projects undertaken:

14. List of developmental works / contribution to the Department :

15. List of enclosures :

I hereby declare that all the statements made and information given in this application are true to the best of my knowledge and belief.

Place : 
Date : 
Signature.

Forwarded

Signature of HOD/Director