



MAHARAJA BIR BIKRAM UNIVERSITY

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FORM B: ANNUAL ACADEMIC PERFORMANCE INDICATORS

(FOR CAREER ADVANCEMENT SCHEME (CAS))

PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, PROFESSOR AND SENIOR PROFESSOR)
TEACHERS SHALL HAVE TO FILL UP THIS PROFORMA IN EVERY YEAR

[Please see detailed instructions of Table-1 in Appendix-II of UGC Regulation 2018 (page 104) before filling up Form B]

PERIOD:.....

Sl. No.	Activity	Details of performance	Enclosure No.	Self Grading (claimed)	Verified Grading (For office use only)
1.	Teaching: (Number of classes taught ÷ total classes assigned)×100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)				
2.	Involvement in the University students related activities/research activities:				
	(a) Administrative responsibilities such as Head/Chairperson/ Dean/ Director/ Coordinator/ Warden/In-charge etc.				
	(b) Examination and evaluation duties assigned by the university or attending the examination paper evaluation.				
	(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.				

	(d) Organizing seminars/ conferences/ workshops/ other University activities				
	(e) Evidence of actively involved in guiding Ph.D. students.				
	(f) Conducting minor or major research project sponsored by national or international agencies.				
	(g) At least one single or joint publication in peer reviewed or UGC list of Journals.				

Certified that all the information and the scores mentioned under all categories above are true to the best of my knowledge and are supported by documentary evidences.

Place:

Signature of Applicant

Date:

For office use only

Over all grading			
Sl. No. 1	Sl. No. 2	Over all grading	Grading by committee
Good	Good	Good	
Good	Satisfactory	Good	
Satisfactory	Good	Satisfactory	
Satisfactory	Satisfactory	Satisfactory	