

**PROFORMA FOR UNIVERSITY /COLLEGE TEACHERS BASED ON THE ACADEMIC
PERFORMANCE INDICATORS (API) DEVELOPED BY UGC**

SECTION – A: GENERAL

1.	Name	:	
2.	Designation	:	
3.	Name of the Department / Centre	:	
4.	Communication Address	:	
5.	Email Telephone / Mobile number	:	
6.	YEAR OF PERFORMANCE APPRAISAL	:	

SECTION - B:

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sr. No.	Nature of Activity ESSENTIAL	Maximum Score		
		API Score allotted	Self- appraisal Score	Verified API Score
1.	Lectures, Seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated*	50		
2.	Lectures or other teaching duties in excess of UGC norms	10		
3.	Preparation & Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing the additional resources to students.	20		
4.	Use of participatory & innovative teaching-learning methodologies; updating of subject content, course improvement, etc.	20		
5.	Examination duties (invigilation; Question paper setting, evaluation/ assessment of answer scripts) as per allotment.	25		
Total Score		125		

* Lectures & tutorials allocation to add upto the UGC norms for particular category of teacher.

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

Sr. No.	Nature of Activity	Maximum Score		
	CO-CURRICULAR AND EXTENSION ACTIVITIES	API Score allotted	Self-appraisal Score	Verified API Score
1.	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling)	20		
2.	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15		
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)	15		
Total Score		50		

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Sr. No.	APIs	Engineering / Agriculture / Veterinary Science / Sciences / Medical Sciences	Faculties of Languages Arts / Humanities / Social Sciences / Library / Physical Education / Management	Max. points for University and college teacher position		
				API Score allotted	Self appraisal Score	Verified API Score
III(a)	Research Publication (Journals)	Refereed Journals (Total Publications = N)	Refereed Journals (Total Publications = N)	15 / publication	$N \times 15 =$	
		No. of Papers in indexed journals out of $N = N_1$	No. of Papers in indexed journals out of $N = N_1$	5 / publication	$N_1 \times 5 =$	
		No. of Papers with impact factor between 1 and 2 out of $N = N_2$	No. of Papers with impact factor between 1 and 2 out of $N = N_2$	10 / publication	$N_2 \times 10 =$	
		No. of Papers with impact factor between 2 and 5 out of $N = N_3$	No. of Papers with impact factor between 2 and 5 out of $N = N_3$	15 / publication	$N_3 \times 15 =$	
		No. of Papers with impact factor between 5 and 10 out of $N = N_4$	No. of Papers with impact factor between 5 and 10 out of $N = N_4$	25 / publication	$N_4 \times 25 =$	
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. No. of papers = N_5	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. No. of papers = N_5	10 / Publication	$N_5 \times 10 =$	
		Conference proceedings as full papers, etc. (Abstracts not to be included) No. of papers = N_6	Conference proceedings as full papers, etc. (Abstracts not to be included) No. of papers = N_6	10/ publication	$N_6 \times 10 =$	
		Total of III (A)				

III(b)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system a) No. of sole author book(s) = M_1 b) No. of chapter(s) in an edited book(s) = M_2	Text or Reference Books Published by International Publishers with an established peer review system a) No. of sole author book(s) = M_1 b) No. of chapter(s) in an edited book(s) = M_2	50 /sole author; 10/chapter in an edited book	$M_1 \times 50 =$ $M_2 \times 10 =$	
		Subjects Books by National level publishers/ State and Central Govt. Publications with ISBN/ISSN numbers a) No. of sole author book(s) = M_3 b) No. of chapter(s) in an edited book(s) = M_4	Subject Books by/national level publishers/State and Central Govt. Publications with ISBN/ISSN a) No. of sole author book(s) = M_3 b) No. of chapter(s) in an edited book(s) = M_4	25 /sole author; 5/chapter in an edited book	$M_3 \times 25 =$ $M_4 \times 5 =$	
		Subject Books by Other local publishers with ISBN/ISSN numbers a) No. of sole author book(s) = M_5 b) No. of chapter(s) in an edited book(s) = M_6	Subject Books by Other local publishers with ISBN/ISSN numbers a) No. of sole author book(s) = M_5 b) No. of chapter(s) in an edited book(s) = M_6	15 /sole author; 3/chapter in an edited book	$M_5 \times 15 =$ $M_6 \times 3 =$	
		Chapters contributed to edited knowledge based volumes published by International Publishers No. of chapter(s) = M_7	Chapters contributed to edited knowledge based volumes published by International Publishers No. of chapter(s) = M_7	10 /Chapter	$M_7 \times 10 =$	
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers & with numbers of national & international directories No. of chapter(s) = M_8	Chapters in knowledge based volumes in Indian/ National level publishers with ISBN /ISSN numbers & with numbers of national & international directories No. of chapter(s) = M_8	5 / Chapter	$M_8 \times 5 =$	
		Total of III (B)				

III(C) RESEARCH PROJECT						
III (C) (i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above 30 lakhs No. of Project(s) = P ₁	Major Projects amount mobilized with grants above 5 lakhs No. of Project(s) = P ₁	20 / Project	P ₁ X 20 =	
		(b) Major Projects amount mobilized with grants above 5 lakhs up to 30 lakhs No. of Project(s) = P ₂	Major Projects Amount mobilized with minimum of Rs. 3 lakhs up to Rs. 5 lakhs No. of Project(s) = P ₂	15 / Project	P ₂ X 15 =	
		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakhs) No. of Project(s) = P ₃	Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakhs) No. of Project(s) = P ₃	10 / Project	P ₃ X 10 =	
III(C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.10 lakhs No. of 10 Lakh(s)=R	Amount mobilized with minimum of Rs.2 lakhs No. of 2 Lakh(s)=R	10 per every Rs.10 lakhs and Rs. 2 lakhs Respectively	R X 10 =	
III (C) (iii)	Completed projects : Quality Evaluation	Completed project Report (Accepted by funding agency) a) No. of completed & accepted Major project(s) = Q ₁ b) No. of completed & accepted Minor project(s) = Q ₂	Completed project report (Accepted by funding agency) a) No. of completed & accepted Major project(s) = Q ₁ b) No. of completed & accepted Minor project(s) = Q ₂	20 / major project and 10 / minor project	Q ₁ X 20 = Q ₂ X 10 =	
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process a) No. of national level output = O ₁ b) No. of international level output = O ₂	Major Policy document of Govt. Bodies at Central and State Level a) No. of national level output = O ₁ b) No. of international level output = O ₂	30 / national level; 50/ International level (output or patent)	O ₁ X 30 = O ₂ X 50 =	
Total of III (C)						

III(D) RESEARCH GUIDANCE						
III (D) (i)	M.Phil.	Degree awarded No. of Candidates = D ₁	Degree awarded No. of Candidates = D ₁	3/candidate	D ₁ X 3 =	
III (D) (ii)	Ph.D	Degree awarded Thesis submitted a) No. of Candidates = D ₂ b) No. of Candidates = D ₃	Degree awarded Thesis submitted a) No. of Candidates = D ₂ b) No. of Candidates = D ₃	10/candidate 7/ candidate	D ₂ X 10 = D ₃ X 7 =	
Total of III(D)						

III(E) TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS						
III (E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration No. of Programme(s)=T ₁	(a) Not less than two weeks duration No. of Programme(s)=T ₁	20 each	T ₁ X 20 =	
		(b) One week duration No. of Programme(s)=T ₂	(b) One week duration No. of Programme(s)=T ₂	10 each	T ₂ X 10 =	
III (E) (ii)	Papers in Conferences/ Seminars/workshops etc.(that are not included in III(A))	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in			
		a. International conference No. of Papers=C ₁	a. International conference No. of Papers=C ₁	10 each	C ₁ X 10 =	
		a. National No. of Papers=C ₂	a. National No. of Papers=C ₂	7.5 each	C ₂ X 7.5 =	
		b. Regional /State level No. of Papers=C ₃	b. Regional / State level No. of Papers=C ₃	5 each	C ₃ X 5 =	
		c. Local– University/ College level No. of Papers=C ₄	c. Local- University/ College level No. of Papers=C ₄	3 each	C ₄ X 3 =	
III(E) (iv)	Invited lectures or presentations for conferences/ symposia	a. International No. of Lecture(s) and/or Presentation(s) =L ₁	a. International No. of Lecture(s) and/or Presentation(s) =L ₁	10 each	L ₁ X 10 =	
		b. National No. of Lecture(s) and/or Presentation(s) =L ₂	b. National No. of Lecture(s) and/or Presentation(s) =L ₂	5 each	L ₂ X 5 =	
Total of III(E)						

Signature of the faculty

Signature of HOD / Director

Date :