श्री माता वैष्णो देवी विश्वविद्यालय

Shri Mata Vaishno Devi University

Kakryal, Katra – 182 320(J&K)

No. SMVDU/Adm/Estt./17/ 0373 **Dated :** 25th **Jan' 2017**

CIRCULAR

Sub : Submission of PBAS Format for promotion under CAS.

It is for the information of all faculty members concerned that those Faculty Members who are eligible for promotion under Career Advancement Scheme (CAS) are required to submit their duly filled in PBAS Proforma forms (API based) in the format available/uploaded on the University website www.smvdu.ac.in as per the latest UGC Guidelines 2016 (4th Amendment) in compliance with rules; annexing therein all the necessary documents, duly page numbered, flagged, indexed and spiral bounded, through their concerned Heads /Heads I/c to their respective Deans for consideration of their application by the Screening Cum Evaluation Committee for CAS Promotion of Assistant Professors/equivalent cadres from one AGP to the other higher AGP and by the Selection Committee (wherever applicable) for CAS promotion of Assistant Professor to Associate Professor as the case may be.

Further, all the concerned faculty members are also hereby informed to submit their PBAS format with proper indexing, page numbering, placement of enclosures & appropriate binding etc. to the Registry latest by **31st January 2017.**

Registrar

Copy to:

1. All Deans/Heads/Heads I/c for information and circulation among the concerned Faculty members.
2. PS to VC, for the kind information of Hon'ble Vice-Chancellor.
3. All Faculty Members for information and compliance.
4. Office Order file/Circular file.