



THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY
Hyderabad – 500 007

No. EFLU/Admn./CAS-2021/486

15 January 2021

**NOTIFICATION FOR UPGRADATION/ PROMOTION OF FACULTY UNDER
CAREER ADVANCEMENT SCHEME (CAS)**

1. The University invites applications in the prescribed proforma of application which will be available on the University website: www.efluniversity.ac.in from **18-01-2021**. The eligible teachers who fulfill the eligibility conditions as on **31-01-2021** may submit their CAS application (in three sets) for upgradation/ promotion for the following stages under Career Advancement Scheme (CAS) as per the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010, UGC Regulations 2010 (4th Amendment 11th July 2016).
 - i. Promotion from Assistant Professor (Stage 1) to Assistant Professor (Stage 2)
 - ii. Promotion from Assistant Professor (Stage 2) to Assistant Professor (Stage 3)
 - iii. Promotion from Assistant Professor (Stage 3) to Associate Professor (Stage 4)
 - iv. Promotion from Associate Professor (Stage 4) to Professor (Stage 5)
 - v. Promotion from Professor (Stage 5) to Professor (Stage 6)
2. If the teacher does not fulfill the API Score for the actual assessment period and wishes to be considered beyond the actual assessment period, **the teacher has to specify the span and the date of attaining eligibility** to which he/she has to be considered.
3. Completed applications for upgradation/ promotion, along with documentary support for all API scores claimed, duly endorsed by the Head of the Department concerned (Dean of the School in case the applicant is Head) and the applications be forwarded to the Office of the Registrar on or before **15-02-2021** by 5.00 pm., in a sealed cover clearly super-scribing "**CAS APPLICATION OF (Name) _____ FOR THE POST OF _____ Department & School _____**"
4. *Incomplete applications will be summarily rejected and no further correspondence will be entertained in this regard.*
5. *The supporting documents for Category I, II and III for verification/ evaluation of the API score have to be indexed properly and duly signed by the Head of the Department/ Dean of the School concerned, failing which no API score will be awarded apropos the activities.*
6. Eligibility criteria for upgradation/ promotion will be as per the UGC Regulations of 2010 (4th Amendment), dated 11 July 2016.
7. Application Proforma for PBAS may be downloaded from the University Website (www.efluniversity.ac.in) from **18-01-2021**. The CAS application form duly filled-in along with relevant enclosures should be submitted to the undersigned in three sets.
8. **API score claimed but not substantiated by documentary evidence is inadmissible and will not be considered in calculating the total score.**

**Sd/-
REGISTRAR I/c**

To

1. All Deans of Schools
2. All Heads of Departments - with a request to circulate among their faculty
3. OSD to the Vice Chancellor
4. Dean, TI, for uploading on University website
5. Joint Registrar (Admn.)
6. P.S. to VC
7. P.A to Registrar
8. Notice Boards
9. File concerned