



Letter No. AU/CAS/2018

Dated: 08-08-2018

Sub: Annamalai University – Teachers and other Academic Staff – Career Advancement Scheme – Applications invited.

Ref: Syndicate Resolution No: 21 Dated 01-08-2018

CAREER ADVANCEMENT SCHEME (CAS)

Applications are invited from the eligible teachers and other academic staff of Annamalai University except medical and dental faculties under the Career Advancement Scheme (CAS) for promotion as:

Sl. No.	Details of Movement
1	Assistant Professor / Assistant Director of Physical Education / Assistant Librarian Stage 1 (AGP 6000) to Assistant Professor / Assistant Director of Physical Education / Assistant Librarian Stage 2 (AGP 7000).
2	Assistant Professor / Assistant Director of Physical Education / Assistant Librarian Stage 2 (AGP 7000) to Assistant Professor / Assistant Director of Physical Education / Assistant Librarian Stage 3 (AGP 8000).
3	Assistant Professor / Assistant Director of Physical Education / Assistant Librarian Stage 3 (AGP 8000) to Associate Professor/Deputy Director Physical Education / Deputy Librarian Stage 4 (AGP 9000 – in the Pay band of Rs.37400-67000).
4	Associate Professor / Deputy Director Physical Education / Deputy Librarian Stage 4 (AGP 9000) to Professor / Director Physical Education (for University Departments only)/ Librarian (for University Departments only) Stage 5 (AGP 10000).

Applications should be submitted as per the details given below:

Teachers/other academic staff who **qualify as on 31-07-2018** for any of the stages mentioned in the above Table will be **assessed with API** in addition to the qualifications required for the movement from one stage to another stage as per UGC guidelines.

Further, it is requested to submit hard copies of the applications to the Registrar through proper channel. Application for Associate Professor & Professor, viz., Stage: 3 to 4 and Stage: 4 to 5, - **Five copies have to be submitted**. Application for Assistant Professor, viz., Stage: 1 to 2 and Stage: 2 to 3 - **Two copies have to be submitted**. If annexure is enclosed in the application, kindly give page numbers, mention the page numbers in the index and also abstract of API scores for the assessment period **along with relevant supportive documents**. The deputed teachers shall submit their application through their respective Registrars / Principals.

The Deans of Faculty and the Heads of the Departments of the University are requested to bring this to the notice of all the teachers/ deputed teachers / other academic staff in their respective Departments / Divisions.

The eligible teachers and other academic staff are suggested to submit “separate application” for the upward movement of “each stage”.The **Notification, Important Instructions, Eligibility Conditions for Teachers and other Academic Staff** are available on the website <https://www.annamalaiuniversity.ac.in>. The teachers and other academic staff are requested to download and read the entire document before applying for the promotion under CAS.

Further, it is informed that Faculty-wise Orientation Programme is arranged on 18th and 19th August 2018 in the concerned faculties, in order to facilitate the CAS application filling process. The eligible applicants are directed to attend the above programme, if necessary.

The filled in applications with all supporting documents are to be submitted to the Registrar, Annamalai University, Annamalainagar **on or before 31-08-2018** through proper channel.

Sd/-
REGISTRAR (i/c)

To

All the Deans of the Faculties
All the Heads of the Departments / Centres / Divisions
The Librarian, Sir C.P. Ramaswamy Iyer Library
The Director, Directorate of Distance Education
The Director, AIC
P.S. to Vice-Chancellor / P.A. to Registrar
Public Relation Manager
Establishment / Stock file