

**GUIDELINES PRESCRIBING THE CAREER ADVANCEMENT AND OTHER SERVICE CONDITIONS OF  
TEACHERS IN STATE AIDED UNIVERSITIES IN WEST BENGAL  
(relevant Excerpts only)**

As detailed in Annexure to G.O. No. No. 1197(28) Edn(U)/1U41/11(Pt) dated 31.12.2012, including the  
Modifications mentioned in G.O. No. 1097-(17)-Edn.(U)/1U-41/11(Pt.) dated 14.11.2014

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**Eligibility Criteria**

- 6. Career Advancement and re-designation for the Teachers for the period starting from 30.06.2010 to be effective notionally from the date it becomes due, and actually from 01.11.2012.**  
(as mentioned in G.O. No. 1097).

- 6.1** This Scheme will be effective in respect of the incumbents whose career advancement or re-designation is due on and from 30.06.2010. In respect of all cases where the career advancement or re-designation was due on a date falling between 30.06.2010 to 31.10.2012 (both days inclusive), the scheme will be effective notionally, i.e. pay fixation to be made notionally from the date on which Career Advancement or re-designation becomes due, and actually from 01.11.2012. The arrear liability which will arise from 01.11.2012 to 30.09.2014 will be paid in 3 (three) equal instalments in 3 (three) financial years commencing from 2015-2016.

In respect of cases where the career advancement was due from a date which is prior to 30.06.2010, the same will be guided by G.O. No 175-Edn(U)/1U7/99 dated 25.02.1999.

(as mentioned in G.O. No. 1097).

- 6.2** As per the revised pay scales already notified, Assistant Professors, after entering into the service (in Stage 1), would be eligible for promotion under the Career Advancement Scheme (CAS) through two successive stages (Stage 2 and Stage 3), provided they are assessed to fulfill the eligibility and performance criteria as laid out in the Appendix I of this Scheme.

- 6.2.1** An entry level Assistant Professor, possessing Ph.D. Degree in the relevant discipline will be eligible for moving to the next higher grade (Stage 2) after completion of four years of service as Assistant Professor (Stage 1).

- 6.2.2** An entry level Assistant Professor possessing M. Phil. Degree or post-graduate Degree in professional courses, approved by the relevant statutory body, such as L.L.M. / M.Tech., etc. shall be eligible for the next higher grade (Stage 2) after completion of five years of service as Assistant Professor (Stage 1).

- 6.2.3** An entry level Assistant Professor without Ph.D./M.Phil./M.Tech/L.L.M. or equivalent professional degree will be eligible for the next higher grade (Stage 2) only after completion of six years of service as Assistant Professor (Stage 1).

[Note: The upward movement from the entry level grade (Stage 1) to the next higher grade (Stage 2) for all Assistant Professors shall be subject to their satisfying the API based PBAS (Performance Based Appraisal System) conditions as laid down in this Scheme.]

- 6.2.4** Assistant Professors who have completed five years of service in the second grade (Stage 2) shall be eligible, subject to meeting the API based PBAS requirements as laid down in this Scheme, to move up to next higher grade (Stage 3).

- 6.2.5** For teachers of NetajiSubhas Open University (NSOU) .....

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- 6.3.1 Incumbents continuing pre-revised designations of Readers or Lecturers (Selection Grade) or redesignated Assistant Professors who have been placed in the Stage 3 (Pay band 15,600-39,100 with AGP of Rs. 8000) up to 29.06.2010, will be eligible for placement (without screening) in the next higher stage (Stage 4 with Pay band of Rs 37,400-67,000 and AGP Rs. 9000) with consequent re-designation as Associate Professor as and when they complete 3 years of continuous service in Stage 3. Example: Incumbent Reader/Lecturer (Selection Grade) who has reached Stage 3 (Pay band Rs. 15,600-39,100 with AGP of Rs 8,000) on 29.06.2010, will be re-designated as an Associate Professor with effect from 29.06.2013 and the remuneration will be fixed in Stage 4 (Pay band Rs. 37,400-67,000 with AGP of Rs.9000) from that date.
- 6.3.2 Effective 30.06.2013 and onwards, Assistant Professors completing three years of continuous service in Stage 3, will be eligible to move to the next higher grade (Stage 4) and to be designated as Associate Professor by qualifying in the requisite selection process (CAS), subject to fulfillment of the minimum requirements (including necessary API scores using PBAS proforma) prescribed under this Scheme.
- 6.3.3 For teachers of NetajiSubhas Open University (NSOU) .....
- 6.4.1 Associate Professor in Universities completing three years of service in Stage 4 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade (Stage 5), subject to –
- a) satisfying the required credit points as per API based PBAS methodology provided in Table 1 or 2 and 3 of Appendix-I, stipulated in this Scheme, and
  - b) An assessment by a duly constituted selection committee as suggested for direct recruitment of Professors.

**However, it is emphasized that the elevation to the post of Professor will not be automatic. Only the academically outstanding candidates among the Associate Professors will be considered for the post of Professor.**



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**Counting of Past Service**

**8. Counting of Past Service for Promotion Under CAS**

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional Organization such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT, etc., should be counted for promotion under CAS of a teacher as Assistant Professor, Associate Professor and Professor, provided that:

- a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer), Associate Professor (Reader) and Professor.
- c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of University/State Government/Central Government/ Concerned Institutions, for such appointments.
- e) The previous appointment was not as guest lecturer for any duration, or an ad hoc or in a leave vacancy of less than one year duration. Ad-hoc or temporary service of more than one year duration can be counted, provided that:
  - (i) the period of service was of more than one year duration;
  - (ii) the incumbent was appointed on the recommendation of duly constituted Selection Committee; and
  - (iii) The incumbent was selected to the permanent post in continuation to the ad hoc or temporary service, without any break.

[Note: While counting of past services for CAS, no distinction will be made with reference to the nature of management of the institution where the previous service was rendered (private/local body/Government, etc.) by the concerned incumbent, provided the earlier service rendered was in the same or equivalent level as at present].