

UNIVERSITY OF JAMMU

CIRCULAR

The University of Jammu is in the process of implementing an online CAS module for facilitating teachers/Deputy Librarians/Assistant Librarians working in different Departments/Offsite Campuses/Directorates of the University in submitting their applications for their placement/promotion in the next Academic Level/Grade Pay under CAS.

For the purpose, teachers eligible to apply for their placement/promotion under CAS are requested to register through the scroll link available on the University Website www.jammuuniversity.ac.in within 5 days from issuance of this circular so that their User Ids/Accounts are created by the University thereby enabling them to submit their online applications subsequently through their respective HODs.

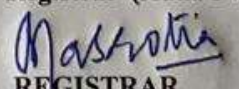
In view of the requirement of the above said software, all HODs who shall be forwarding and recommending the applications of the teachers of their respective Departments shall also be required to create their online User accounts and as such, they are also requested to visit the University Website www.jammuuniversity.ac.in to fill the relevant form for taking further necessary action accordingly.

All concerned are, therefore, requested to kindly comply the following time lines in this regard and for any subsequent clarification / help, the following officials may be contacted: -

1. Dr. Amit Sharma, Statistician, DIQA, Contact No. 9419238181, Email: amitstat99@gmail.com.
2. Ms.Scintilla Kantroo, Assistant Programmer, DIQA, Contact No. 9419187614, Email: iqac_ju@yahoo.com

S.No	Timelines	Dates
1	Online Registration by the faculty members and HODs for creating their User Accounts	15 th -20 th January, 2021
2	Online Training-cum-Awareness of the faculty members, NAAC and Quality Assurance Coordinators and HODs by the University.	21 st January, 2021
3	Online submission of CAS applications by the concerned faculty duly endorsed by their respective HODs.	22 nd January to 15 th February

It is further informed that besides submitting the online applications, all the eligible faculty members shall also be required to submit **two hard copies** of the submitted online application forms alongwith its annexures and the documentary evidence supporting their claim, duly signed by them as well as endorsed by their respective HODs to the **Deputy Registrar (Adm/TW)** latest by **15.02.2021**.


REGISTRAR
15/01/21

No: Adm/TW/2021/ 3518-67

Dated: 15/01/2021

Copy to: -

1. Special Secretary to the Vice-Chancellor for kind information of the Hon'ble Vice-Chancellor please
2. Dean Research Studies/Dean Academic Affairs/Dean Planning & Development for information please
3. Director, DDE/DIQA
4. All Rectors/Directors of the Offsite Campuses of the University
5. All Head/Directors of the Teaching Department of the University
6. President JUTA
7. Deputy Director, DIQA
8. I/c University Website
9. Guard file

Online Registration form for Faculty Members eligible for promotion under CAS

<https://forms.gle/nk9EmhRaxmaUcq676>

Online Registration form for Heads of Departments for Online CAS Portal

<https://forms.gle/ghrdqXY4a1zTeCbYA>