



कुमाऊँ विश्वविद्यालय, नैनीताल (उत्तराखण्ड)
KUMAUNUNIVERSITY, NAINITAL (UTTARAKHAND)

Ref No. KU/RO/2025/435,
Date- 01/01/2025,

अधिसूचना / Notification

The University has been receiving requests from teaching employees for counting their past services. In view of these requests, with the approval of the Competent Authority, the guidelines are hereby notified for all concerned for counting of Past Services of the teachers of the University as per 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, 2010/2018.

All the concerned are required to submit the attached proforma with relevant documents as per guidelines while applying for the counting of past service(s).

Registrar

Copy of above is forwarded to the following for information and necessary action:

1. PS to VC for the reference of Hon'ble Vice Chancellor.
2. All Deans of all Faculty/ Directors, Kumaun University of Nainital/ Bheemtal/ All HoDs.
3. Director IQAC Kumaun University of Nainital.
4. I/c University Website for uploading on the website of the University.
5. SPA to Registrar.

(Dr. M.S. Mandrawal)
Registrar

KUMAUN UNIVERSITY, NAINITAL

GUIDELINES CUM APPLICATION FORM FOR THE COUNTING OF PAST SERVICES FOR PROMOTIONS UNDER CAS IN ACCORDANCE WITH UGC REGULATIONS, 2010/ 2018

| Name of Faculty: | | | |
|---|---|--|---------------|
| Designation: | | | |
| Department: | | | |
| The Screening cum Evaluation Committee shall take decisions on the basis of the information and relevant enclosures furnished by the candidate in support of his/her claim for counting of past services. | | | |
| Sl No. | Provision | Document required to be submitted | Enclosure No. |
| 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. | A certificate from the previous employer/ valid proof to the effect that the qualifications of the post held were not lower than as prescribed by UGC from time to time for Assistant Professor/Associate Professor/ Professor. | |
| 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. | Enclose copy of the appointment letter, Experience Certificate, Last Pay Certificate from the previous employer and valid proof mentioning pay scale(s)/ grade pay of your previous service. | |
| 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. | Proof that you possessed 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 the University/State Government/Central Government/ Institutions concerned. for such appointments. | Certificate signed by the authorised signatory from the previous employer/valid proof saying that, "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. | Undertaking on affidavit that the previous appointment for which the counting of past service is being applied was not as guest lecturer for any duration. | |
| F | The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for promotion, provided that: | | |
| i | The essential qualifications of the post held was not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be | A certificate from the previous employer/ valid proof to the effect that the qualifications of the post held were not lower than as prescribed by UGC from time to time for Assistant Professor/ Associate Professor/ Professor. | |

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| ii | The incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university. | Valid proof/ Copy of the offer of appointment from the previous employer to prove that the appointment on past service was on the recommendation of a duly constituted Selection Committee and the Selection Committee was constituted as per the rules of the respective university and the Selection was ratified/ approved by the Governing Body/ Executive Council of the institution. | |
| iii | The incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; | A certificate/valid proof duly signed by the authorised signatory of the previous employer to the effect that the teacher was drawing total gross emoluments not less than the monthly gross salary i.e. Basic Pay and D.A. (revised or pre-revised) of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be. | |

Signature of the Applicant