

DIRECTORATE OF TECHNICAL EDUCATION  
THIRUVANANTHAPURAM

dtekerala@gmail.com  
0471-2561307

DTETVM/11377/2025-AICTE2(EC)

Date:07-01-2026

**Circular No.03/2025**

Technical Education-Placement under Career Advancement Scheme(CAS)-7th CPC- Applications from qualified faculties -called for-Reg.

- Read:
- 1.AICTE Notification dated 01.03.2019 and 20.05.2020.
  - 2.GO(Ms) No.97/2021/HEdn dated 16.02.2021.
  - 3.GO(Ms) No. 291/2022/HEdn dated 10.06.2022.

Applications were invited for CAS placements from qualified faculties, as per the AICTE notifications and Government orders read above , of both the Government and Aided Polytechnic Colleges under this Directorate. They are requested to forward the applications in the prescribed format along with all the relevant documents , to prove their claims as per the AICTE Notifications and the Government orders , before the last date.

For counting of previous experience as per clause 5.0 of the Government order read 3rd above for placement under CAS , relevant documents to prove all the conditions stipulated in the Govt order should be produced. Past service will be counted strictly as per the conditions stipulated in G.O referred 3rd above or the government orders issued from time to time in this matter. No further claims should be taken into consideration.

The Qualification date (either provisional certificate or M.Tech certificate ) should be produced,any change in the date of M.Tech or placement based on that will not be considered after placing the incumbents once.

In the case of CAS placement for Level 13A1 the publications as per the AICTE Regulations ,2019 should be followed and relevant documents like Certificate o f publication, link of publication and hard copy of the publications should be submitted. An undertaking in the prescribed format attached along with the proforma should be produced with the Counter signature of the Head of the Institution.

The self attested service history available in Spark individual login and self attested A G statement available from ksemp site should also be produced.

Separate applications should be forwarded for each Level along with the required documents for that placement.

**The last date of receipt of application will be 30.01.2026.**

JAYAPRAKASH P  
DIRECTOR

To

All the Principals of both Government and Aided Polytechnic College.(Through DTE website)

Signed by  
Jayaprakash P  
Date: 07-01-2026 17:30:49



**APPLICATION FORM FOR PLACEMENT UNDER CAREER  
ADVANCEMENT SCHEME(CAS) TO LECTURERS IN ENGINEERING  
SUBJECTS OF GOVERNMENT AND AIDED POLYTECHNIC COLLEGES  
AND LECTURERS IN NON ENGINEERING SUBJECTS IN AIDED  
POLYTECHNIC COLLEGES IN KERALA AS PER AICTE  
REGULATIONS, 2019**

(As per G.O.(Ms) No.97/2021/HEdn dated 16.02.2021 and G.O.(Ms) No.291/2022/HEdn dated 10.06.2022)

## Application for promotion from Level \_\_\_\_\_ to Level \_\_\_\_\_

(Lecturer (Level 9A) to Lecturer (Level 10) / Lecturer (Level 10)to Lecturer (Senior Scale) (Level 11), / Lecturer(Senior Scale)(Level11)to Lecturer Selection Grade-I(Level12)/Lecturer Selection Grade- I (Level 12) to Lecturer (Selection Grade -II) (Level 13A1))

1. Name(in Block Letters) : .....
  2. PEN : .....
  3. Phone No : .....
  4. Email ID : .....
  5. Designation with Level : .....
  6. Department : .....
  7. Official Address, Telephone No& E-mail id : .....
  
  8. Date of joining service : .....
  9. Date of joining the present post : .....
  10. Date of declaration of probation : .....
  11. Details of LWA availed by the incumbent during the period
  12. Disciplinary action /Vigilance Case / Criminal Case etc if any during the period
  13. Eligible Date of Placement : .....
  14. Details of initial placements in AICTE(6<sup>th</sup> CPC)Scheme

Post with AGP	Date of Placement	Order No & Date

- #### 15. Details of initial placements in AICTE(7<sup>th</sup> CPC) Scheme

<b>Post with Level</b>	<b>Date of Placement</b>	<b>Order No &amp; Date</b>


16. Qualification (*Attested copies of certificates to be attached*)

<b>Degree</b>	<b>Institution</b>	<b>University</b>	<b>Date of acquiring Degree</b>

## 17. Previous Experience

*(Details of previous experience prior to entering into Polytechnic College Service as per Clause 5 of GO (MS) No.291/2022/HEdn dated 10.06.2022)*

<b>Organization/Firm</b>	<b>Designation &amp; Entry Level Qualification</b>	<b>Period From-To</b>	<b>Nature of Work &amp; Pay scale</b>	<b>Mode of Appointm</b>

Total Experience as above..... Years (Maximum 5 years)

## 18. Industrial Training

Organization/Firm	Period From-To	Nature of Training

**19. Faculty Development Programs (FDP) attended**

--	--	--	--

Name of Course/ SummerSchool	Place	Duration	Sponsoring Agency

## 20. 360° Feedback Details

**Calculation of  
Credit Points**

Name	
Present Position	
Academic Year	
Teaching Process	

**A. Teaching Process (Max Point 25)**

S. No.	Semester	Course Code/ Name	No.of Scheduled Classes	No.of actually held classes	Point	Enclosure no.
1						
2						

--	--	--	--	--

**B. Students' feedback (MaxPoint 25)**

S. No.	Semester	Course Code/Name	Average Student feedback on the scale of 25	Enclosure no.
1				
2				

**C. Departmental Activities (Max credit 20)**

S. No	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

**D. Institute Activities (Max Credit 10)**

S. No	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

**E. ACRs maintained at institute level (MaximumPoints10)**

S. No	Year	Activity	Credit Point	Criteria	Enclosure No.
1					
2					

**F. Contribution to Society (MaximumPoints10)**

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

Summary	Academic Year				
	20____-____	20____-____	20____-____	20____-____	20____-____
A. Teaching Process (MaxPoints25)					
B. Students' feedback					

	(MaxPoints25)			
C.	Departmental Activities (MaxPoints20)			
D.	Institute Activities (MaxPoints10)			
E.	ACR (MaxPoints10)			
F.	Contribution to Society (MaxPoints10)			
<b>Total(MaxPoints100)</b>				
<b>Total on10 Point scale</b>				

## 21. Details of Research Publications


**Other Relevant Information**

*(Please give details of any other credential, significant contributions, awards, received, etc. not mentioned earlier)*

Sl No	Details	Year	Remarks

**LIST OF ENCLOSURES**

(Please attach, copies of certificates, sanction orders, papers, etc. wherever necessary)

SlNo	Details	SlNo	Details
a	<b>Copy of PSC Advice</b>	f	<b>Certified copy of research publications*</b>
b	<b>Copy of appointment Order</b>	g	<b>Self appraisal for the period</b>
c	<b>Copy of Declaration of probation in all post</b>	h	<b>360°feedback details</b>
d	<b>Copy of Certificate of Qualification*</b>	i	<b>Certified copies of relevant documents of Previous experience</b>
e	<b>Copy of Certificate of short term courses / refresher courses attended*</b>	j	<b>Other relevant documents if any</b>

(\*copies should be attested by HoD/Principal)

I certify that the information provided is true and correct to the best of my knowledge and as per records available and/ or documents enclosed along with the duly filled proforma.

Signature of the faculty with Designation, Place & Date

Signature of HOD

Signature of Principal

## UNDERTAKING

I hereby undertake that any excess payment made that may be found to have been made as a result of incorrect fixation of pay in the revised Scale or grant of inappropriate pay band or any excess payment detected in the light of discrepancies noticed subsequently will be refunded by me to the Government either by adjustment against future payments due to me or otherwise.

Signature

Name

Designation

PEN

College

Date

Station

### Undertaking

(by those who submits research publications to be written in their own handwriting and with signature with name , PEN, and Designation.)

I hereby declare that the documents submitted are not forged and that if found to be so, I am willing to take full responsibility and return the excess amount received by the forged documents.