Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To,**

The Registrar

Shree Somnath Sanskrit University,

Veraval (Gujarat).

**Subject:** Application for the promotion under the CAS

**Post:**

**Stage:** From Stage No. \_\_\_\_ to Stage No. \_\_\_\_

**Respected Sir/Madam,**

I am herewith submitting my application for the promotion under the Career Advancement Scheme (CAS) of UGC together with the required documents / enclosures with the details mentioned above in **3 sets.**

At present, I am working as (Post) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ subject/department/section of Shree Somnath Sanskrit University/University Constituent College from (Joining Date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ till date. As per the UGC Regulations for CAS, I am eligible for promotion under the CAS from the Stage No. \_\_\_\_ to Stage No. \_\_\_\_. My due date of CAS promotion is (Date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. If applicable, last date of my CAS promotion is (Date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Kindly do the needful in this matter at the earliest.

Thank you,

Yours sincerely,

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Enclosed:** 3 Sets of CAS PBAS Application