

Proforma for Institutional Eligibility for Quality Assessment

(For Affiliated /Constituent Teacher Education/Physical Education Colleges: First time Assessment and Accreditation (A/A) only)

(All questions should be answered in the appropriate spaces provided and in capital letters)

Section 1: Profile of the College

1.1 Name of the College:

1.2 Postal address:

City

State

PIN CODE

Website/URL

E-mail

1.3 Date of establishment:

(dd/mm/yyyy)

1.4 Location of the College:

Urban Semi-Urban Rural Tribal Hilly area

1.5 Head of the institution:

a) Name and Designation

b) Status of Appointment:

Temporary Permanent Additional Charge

c) Contact Details:

| | |
|-----------|----------------------|
| STD code: | <input type="text"/> |
| Tel: | <input type="text"/> |
| Mobile: | <input type="text"/> |
| Fax: | <input type="text"/> |
| Email | <input type="text"/> |

1.6 a. The college functions from:

| | Area of the campus in acres | Total built up area in sq. m. |
|------------------|-----------------------------|-------------------------------|
| Its own campus | <input type="text"/> | <input type="text"/> |
| Rented buildings | <input type="text"/> | <input type="text"/> |

b. Does the college has its own separate and independent building for running teacher education courses

Yes No

1.7 (a) The University to which the College is affiliated?

(b) Status of affiliation:

Permanent

Temporary

1.8 (a) Type of College:

Co-education College

Men's College

Women's College

(b) Time of functioning:

Day College

Evening College

(c) Status of NCTE recognition:

(Enclose latest recognition letter of NCTE)

(d) Is the recognition is conditional Yes No

If yes what are the conditions:

and compliance there of:

1.9 Recognition under UGC Act of 1956:

2(f)

2(f) & 12B

Not under 2(f) & 12B

1.10 Status of the Management:

Government

Private Grant in aid

Private-minority

Private- unaided

Constituent College of the University

1.11 (a) Is the Institution registered under

i) Trust

Yes No

ii) Society's Registration Act

Yes No

iii) Any other Relevant Act of the respective State Govt.

Yes No

iv) Others (Specify)

(b) Name of the Managing Society/Trust/Committee/Board

1.12 Campus Information

(a) No of classrooms with floor area of more than 500 sq. ft. each

(b) No of classrooms with floor area less than 500 sq. ft. each

(c) Whether the institution has multipurpose hall of an area more than 2000 Sqft. Yes No

(d) Library cum reading room Yes No

(e) Principal's Office Yes No

(f) Administrative office Yes No

(g) Store room Yes No

(h) Open space for lawn, gardening Yes No

(i) Staff room Yes No

(j) Parking Yes No

(k) Visiting room Yes No

(l) Girls' common room Yes No

(m) Canteen Yes No

(n) Separate toilet facility for boys & girls Yes No

(o) ET/ICT Resource Centre Yes No

(p) Psychology Resource Centre Yes No

(q) Art and work experience Resource Centre Yes No

(r) Health and Physical rooms Yes No

(s) Library Resources (for Different level of Courses) Yes No

(t) Safety measures (Fire Extinguishers, etc) Yes No

- (u) Hostel for Boys Yes No
- (v) Hostel for Girls Yes No
- (w) Mess facility Yes No
- (x) Soft drinking water facilities Yes No

1.13 Number of programs offered by the college

| | Teacher Education | Physical Education | NCTE Recognized | *Others |
|---------------------------------------|-------------------|--------------------|-----------------|---------|
| UG | | | | |
| PG | | | | |
| UG & PG (Integrated Programme) | | | | |
| M. Phil. / Ph.D. | | | | |
| Certificate, UG-Diploma PG-Diploma | | | | |
| GRAND TOTAL | | | | |

* Programmes other than those recognized by NCTE and affiliated to a University/ recognized by other state or Central bodies/agencies

1.14 Total number of students in

| | UG | | PG | | M. Phil./ Ph.D. | | Value added courses (Certificate/ Diploma) | |
|--------------------|------|--------|------|--------|-----------------|--------|---|--------|
| | Male | Female | Male | Female | Male | Female | Male | Female |
| <i>General</i> | | | | | | | | |
| <i>SC/ST</i> | | | | | | | | |
| <i>OBC</i> | | | | | | | | |
| <i>Total</i> | | | | | | | | |
| GRAND TOTAL | | | | | | | | |

1.15 Pass percentage in University examination (Last two Batches)

| | Year of entry: (Batch- I) | | | Year of entry: (Batch- II) | | |
|---|---------------------------|----|-------|----------------------------|----|-------|
| | UG | PG | Total | UG | PG | Total |
| Admitted to the programme | | | | | | |
| Appeared for the final year examination | | | | | | |
| Passed in the final exam | | | | | | |
| Passed in first class | | | | | | |
| Ranks, if any | | | | | | |

1.16 Number of teaching, technical and administrative staff

| | Permanent | | Temporary | | Total | | Grand Total |
|---|-----------|--------|-----------|--------|-------|--------|-------------|
| | Male | Female | Male | Female | Male | Female | |
| a) Total number of teachers | | | | | | | |
| b) Teachers with Ph. D or equivalent degree as the highest qualification | | | | | | | |
| c) Teachers with PG and M.Ed. or equivalent degree as the highest qualification | | | | | | | |
| d) Teachers with other specific eligible qualification (specify) | | | | | | | |
| e) Technical staff | | | | | | | |
| f) Administrative staff | | | | | | | |
| g) Support staff | | | | | | | |
| h) Number of Vacant Teaching positions | | | | | | | |

1.17 Library holdings

| | |
|------------------------|----------------------|
| No. of Books | <input type="text"/> |
| No. of Titles | <input type="text"/> |
| No. of Journals | <input type="text"/> |
| No. of Reference books | <input type="text"/> |
| No. of E-resources | <input type="text"/> |

1.18 Unit Cost of Education

(a) Unit cost = total annual expenditure budget (actuals) divided by number of students enrolled

(b) Unit cost calculated excluding salary component

1.18 Mention five academic milestones of the institution during last three years

(Institutions are required to highlight, the achievements, innovations, research and publication activities of the institution and the progress made by the institution in chronological order and bullet point-wise)

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Section 2: Institutional data

| | | | | | |
|-----|--|-----|--|----|--|
| 1. | The Institution has in place a functional Internal Quality Assurance Cell (IQAC) for ensuring continuous quality improvement and monitoring the quality of the academic and administrative activities. | Yes | | No | |
| 2. | Library with reading room facilities for students and faculty with seating capacity of 25% of the students on rolls. | Yes | | No | |
| 3. | Library has at least 1000 titles & 3000 Books. | Yes | | No | |
| 4. | Institution provides financial concessions/assistance to at least 5% of the students excluding the government scholarship being received by SC/ ST students. | Yes | | No | |
| 5. | The Institution has a mechanism for counseling and guidance | Yes | | No | |
| 6. | The institution has a mechanism for addressing grievances of the students and staff. | Yes | | No | |
| 7. | An annual academic calendar is prepared and implemented by the institution. | Yes | | No | |
| 8. | ICT skills component is a compulsory constituent/Programme for all students. | Yes | | No | |
| 9. | Access to internet facility is available to staff and students in the Institution. | Yes | | No | |
| 10. | A minimum of three hours per week computer access is provided to Individual student in the institution. | Yes | | No | |
| 11. | The institution has provision for promoting research. | Yes | | No | |
| 12. | Institution has a mechanism for seeking regular feedback from students regarding teaching-learning process | Yes | | No | |
| 13. | Students are placed for practice teaching in more than one type of school i.e. Govt./ Private/ Public/ Special/ Boys/ Girls/ Co-education schools | Yes | | No | |
| 14. | There is a special provision for developing communication Skills among students | Yes | | No | |

| | | | |
|-----|---|----------|--|
| 15. | Number of Extension and outreach activities are organized by the institution every year | < 2 | |
| | | 2-4 | |
| | | >4 | |
| 16. | Number of Journals in Education subscribed (Only those related to Education) | 1-4 | |
| | | 5-10 | |
| | | >10 | |
| 17. | Percentage of teachers using audio-visual aids (ICT) including computer aided teaching. | <10% | |
| | | 10-20% | |
| | | >20% | |
| 18. | Number of teachers including Principal with Doctoral or equivalent qualification | None | |
| | | <50 % | |
| | | >50 % | |
| 19. | Faculty benefited from professional development programmes organized by UGC, NCERT/RIE, SCERT, NCTE and others. | None | |
| | | <50 % | |
| | | >50 % | |
| 20. | Number of practice teaching schools associated with the institution for practice teaching. | 5-10 | |
| | | 11-20 | |
| | | > 20 | |
| 21. | Percentage of practice teaching schools with which the college has an enduring (continued) arrangement for more than three years. | <50 % | |
| | | 50- 80 % | |
| | | > 80% | |
| 22. | Percentage utilization of projected budget. (Average of last two years) | <50 | |
| | | 50-75 | |
| | | >75 % | |

| | | | |
|-----|---|-----------------|--|
| 23. | Percentage of maintenance expenditure to the total annual budget for infrastructure (Average of the last two years). | < 3 | |
| | | 3-4% | |
| | | > 4 | |
| 24. | Number of student teachers assigned to a practicing school (recognized) for ensuring optimum availability of school time. | <11% | |
| | | between 12 –20% | |
| | | >20% | |
| 25. | Number of lessons given by a student- teacher under practice teaching in two school subjects. | < 40 lessons | |
| | | 40 lessons | |
| | | > 40 lessons | |
| 26. | Number of teaching skills practiced | < 6 | |
| | | 6-8 | |
| | | >8 | |
| 27. | Number of workshops organized on teaching aid preparation ICTs (audio, video, CD's VCD's etc) per school subject. | None | |
| | | 1-2 | |
| | | > 2 | |

Certification by the Head of the Institution

I as the Head of the institution certify that the information provided above is true to the best of my knowledge. I also certify that this institution has complied with all the norms stipulated from time to time, by the UGC/NCTE /State Govt., and affiliating University.



**Authorized signature of the
Head of the institution with seal**

Place:

Date:

The Physical Education Institutions need to submit the following additional information to NAAC in addition to the IEQA format.

A. Campus Information:

| | | | | | |
|----|--|-----|--|----|--|
| 1. | Whether the Institution has minimum 8 acres of land? | Yes | | No | |
| 2. | Multipurpose play fields for outdoor sports | Yes | | No | |
| 3. | Athletic Track : 400 m. / 200 m in Metro cities | Yes | | No | |
| 4. | Gymnasium | Yes | | No | |
| 5. | Hall and Equipments for Indoor Games & Sports | Yes | | No | |

B. Athletics and Games:

| | | | | | |
|-----|---|-----|--|----|--|
| | Equipments for: | | | | |
| 6 | Human Performance Laboratory | Yes | | No | |
| 7 | Athletic Care & Rehabilitation Laboratory | Yes | | No | |
| 8 | Anatomy Laboratory | Yes | | No | |
| 9 | Physiology Laboratory | Yes | | No | |
| 10. | Health Education Laboratory | Yes | | No | |

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Authorized signature of the Head of the institution with seal

Place:

Date: