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# **BASUNDHARA TEACHERS' TRAINING COLLEGE** **(A UNIT OF NORTH BIHAR EDUCATIONAL TRUST)**

RECOGNISED BY NCTE-ERC, BHUBANESHWAR  
AFFILIATED B.R.A BIHAR UNIVERSITY, MUZAFFARPUR  
DR. U.S. ROY KNOWLEDGE PARK, SILOUT (NEAR MARKAN CHOWK) N.H. 28,  
MUZAFFARPUR (BIHAR) PIN-843119

## Sample formats for Teacher/ Non-Teaching appraisal Reports

(Source: UGC)

Format-1

### PERFORMANCE APPRAISAL REPORT

#### FOR SELF APPRAISAL OF TEACHERS

**i) General Information**

- a) Name :
- b) Address (Residential) : Ph. No. :
- c) Designation :
- d) Department :
- e) Date of Birth :
- f) Area of Specialization :

**A) Academic Qualifications**

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
High School				
Higher Secondary or Pre-degree				
Bachelor's Degree (s)				
Master's Degree (s)				
Research Degree (s)				
Other Diploma / Certificates etc.				

\* Teachers already in employment at the time of introduction of the scheme and for new entrants at the time of joining of the institution.

ii) **Research Experience & Training**

<b>Research Stage</b>	<b>Title of work/Theses</b>	<b>University where the work was carried out</b>
M.Phil or equivalent		
Ph.D.		
Post-Doctoral		
Publications (give a list separately)		
Research Guidance (give names of students guided successfully)		
Training (please specify)		

B) **Research Projects carried out**

<b>Title of the Project</b>	<b>Name of the funding Agency</b>	<b>Duration</b>	<b>Remarks</b>

C) **Seminars, Conferences, Symposia Workshops etc. attended**

<b>Name of the Seminar/ Conference/ Symposia Workshop, etc.</b>	<b>Name of the Sponsoring Agency</b>	<b>Place and Date</b>

**iii) Teaching Experience**

<b>Courses Taught</b>	<b>Name of the University/ College / Institution</b>	<b>Duration</b>
iv) U.G. (B.A./B.Sc., etc. Pass) (B.A./B.Sc. etc. Hons.)		
v) P.G. (M.A./M.Sc., etc.)		
vi) M.Phil		
vii) Any other		

Total Teaching Experience :

\_\_\_\_\_

a) Under-graduate (Pass) :

\_\_\_\_\_

b) Under-graduate (Hons):

\_\_\_\_\_

c) Post-graduate :

\_\_\_\_\_

**viii) Innovations/Contributions in Teaching**

- a) Design of Curriculum
- b) Teaching methods
- c) Laboratory experiments
- d) Evaluation methods
- e) Preparation of resource material  
Including books, reading materials,  
Laboratory manuals etc.
- f) Remedial Teaching / Student Counseling (academic)
- g) Any Other



E. (a) Membership of Professional Bodies, Societies etc.

(b) Editorship of Journals

F. Any other information

(Signature of the Teacher)



**Principal**  
**Basundhara Teachers**  
**Training College, Sitout**  
**Muzaffarpur, Bihar**



**Coordinator**  
**IQAC**  
**BTTC, Muzaffarpur**