



MOHANLAL SUKHADIA UNIVERSITY, UDAIPUR

Annual Self Appraisal Report (Form for Permanent Teaching staff of Constituent Colleges and Units)

July 1, to June 30,

1. Name of the Teacher :
2. Name of the Department :
3. Name of the Constituent College:
4. Teaching/ Lecture/Tutorial/ Practical/ Lab & related activities:

S. N.	Course/Paper Taught	level (UG/PG) Name of Class	Mode of Teaching Lecture /Tutorial / Practical/ Other Teaching Related Activities	Hours per week allotted	Total No. of classes assigned during entire semester/year	Total No. of classes Taught *	% Score (No. of classes Taught/Total classes assigned) *100
1.							
2.							
3.							
* Classes taught including sessions on tutorials lab and other related activities during entire semester /year)						Average Score %	

5. Involvement in the University/ College Students related activities/ Research activities:

S.N.	Type of activity	Yes/No	Page No. of the Proof Document as annexure	Remark
(a)	Administrative responsibilities such a Head, Chairperson/ Dean/ Director/ Co-coordinator/Warden, etc.			
(b)	Examination and evaluation duties assigned by the College/University or attending the examination paper evaluation.			
(c)	Student related co-curricular, extension and field-based activities such a student clubs, career counselling, study visits, student Seminars and other events, cultural, sports, NCC, NSS and community services.			
(d)	Organizing Seminars/Conferences/ Workshops/ other College/University activities.			
(e)	Evidence of actively involved in guiding Ph.D.students.			

(f)	Conducting minor or major research projectsponsored by National or International Agencies.			
(g)	At least one single or joint publication as the casemay be, in peer-reviewed or UGC list of Journals			

I certify that the information provided above is correct as per records available with the university and /or documents enclosed along with this annual self-appraisal form.

Date _____ Signature of the Teacher/ Name: _____
Place: _____

Grading, Reporting, Verification and Forwarding by the Competent authorities

- Grading by forwarding authority on above point no. 5 (Tick the appropriate grade with √ symbol:
Good (Involved in at least 3 activities) / Satisfactory (1-2 activities)/ Not Satisfactory (Not involved)
- Reporting by forwarding authority on notices/memo/explanations/warnings issued as per university code of conduct (if any) with page number and proof of document as annexure.
- Comments (if any)

Verified and forwarded

Head /Director

- Comments (if any)

Forwarded

Dean

- N.B.:
- Forwarding authorities has to verify for point no. 4 of the above format on the basis of attendance register of students produced by the concerning teacher.
 - Annual self-appraisal form is to be filled academic session wise by the teacher.
 - Relevant documents as proofs need to be enclosed.