

## Digitalized Format for Self Appraisal Report Year of Appraisal 2015-16

### *Profile of the Teacher Education Institution*

1. **Name of the institution** : Sonargaon Vivekananda Inst. for P.T.T.
2. **Address for communication** : Sonargaon, Teghorie,  
Narendrapur Station Road, P.O.-  
R.K.Pally, Sonarpur, Kol-150.
3. **Phone No (with STD Code)** : 033-24346506, 24347203
4. **Fax No.** :
5. **E-mail** : sonargaonviptt@gmail.com
6. **Date of establishment of the institution:** 23.11.2010
7. **Course(s) offered** :

1	2	3	4	5
Name of the course in full	Stage/level	Duration	Year of starting the course	Intake approved
Diploma in Elementary Education	Primary Teacher Training	2 Year	2010-11	50

8. **Name of the University/Examining Body to which the institution is affiliated** : West Bengal Board of Primary Education
9. **Number and date of the order of the Regional Committee granting recognition/Permission (course wise)** : NCTE Letter No. ERC/7-113.4.4/2010 /5770 dt. 23.11.2010
10. **Mode of selection of candidates** :

	Yes	No
(a) Centralised test at the state level	<input type="checkbox"/>	N
(b) Test conducted by the AWES	<input type="checkbox"/>	N
(c) Test conducted by the institution	<input type="checkbox"/>	N

- (d) Test conducted by an independent agency  N
- (e) Based on marks obtained in the qualifying examination. Minimum qualifying percentage required  Y
- (f) By the management  N

11. **Criteria for admission** :

- (a) As per NCTE norms  Yes  No
- (b) Norms superior to NCTE  Y
- (c) In relaxation of NCTE norms with respect to minimum percentage of marks  N
- (d) In relaxation of NCTE norms with respect to qualifying course  N
- (e) In relaxation of special eligibility provisions of NCTE norms such as participation in national/regional/state/university level events  N
- (f) In relaxation of professional experience  N
- (g) In relaxation of professional experience and performance in qualifying course  N

12. **Academic calendar of the outgoing academic session**

- (a) Start of admission 

D	D	M	M	Y	Y
3	0	0	7	1	4
- (b) Closure of admission (last admission) 

D	D	M	M	Y	Y
1	4	0	8	1	4
- (c) Start of teaching 

D	D	M	M	Y	Y
2	0	0	8	1	4
- (d) Last teaching day 

D	D	M	M	Y	Y
1	2	0	5	1	6
- (e) Number of teaching days (Including practice teaching days)  2  0  0
- (f) Number of days of vacation/break during the academic session  4  8



13. Practice Teaching at School

- (a) Total number of practice teaching days
- (b) Minimum number of practice teaching lessons given by each student

14. Pre-practice teaching at the institution

- (a) Number of pre-practice teaching days (simulated/micro-teaching/any other)
- (b) Minimum number of pre-practice teaching lessons given by each student
- (c) Total number of demonstration lessons held

15. Examinations

- (a) Number of sessional tests held for each paper
- (b) Number of minimum assignments for each paper
- (c) Date of commencement of annual examination
- (d) Date of declaration of result
- (e) Date of submission of dissertation (Post-graduate course)
- 

16. Scheme of examination

- (a) External examination only  Yes  No
- (b) Internal and external examinations
- (c) Internal examination only

17. Student support and progression

- (a) Number of students who appeared in the final examination
- (b) Number of students who passed in the examination

- (c) Number of students who failed in the examination 

N	A	
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- (d) Number of students who joined higher studies 

N	A	
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- (e) Number of students who took up teaching employment 

2	5	
---	---	--
- (f) Number of students who secured employment through the institution 

6	0	
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### 18. Teaching Resources

- |  | Yes | No |
|--|-----|----|
| (a) Principal/Head of the Department is in position                    | Y   |    |
| (b) Number of teachers employed on full-time basis                     | 0   | 8  |
| (c) Number of teachers employed on part-time basis                     | 0   | 1  |
| (d) Number of Guest lecturers engaged                                  | 0   | 0  |
| (e) Number of teachers on regular scale of pay                         | 0   | 8  |
| (f) Number of teachers on consolidated remuneration                    | 0   | 1  |
| (g) Number of teachers with qualifications as per NCTE norms           | 0   | 8  |
| (h) Number of teachers yet to qualify NET/SLET                         | 0   | 0  |
| (i) Number of teachers yet to obtain post-graduate degree in education | 0   | 0  |
| (j) Number of teachers without school experience                       | 0   | 3  |

### 19. Professional Development of Teachers

- (a) Number of teachers who attended in-service courses during the preceding year 

0	1
---	---
- (b) Number of teachers enrolled in part-time post-graduate course in education (M.Ed./M.A.(Education)/M.Phil) 

0	2
---	---
- (c) Number of teachers enrolled in full-time post-graduate course in education (M.Ed./M.A.(Education)/M.Phil) 

0	0
---	---
- (d) Number of teachers enrolled in Ph.D. programme 

0	0
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(e) Number of teachers who participated in seminars/conferences/ workshops

(f) Number of papers published by the teachers

(g) Number of teachers who received professional recognition/ awards

**20. Land and Building**

(a) Institution functions from its own building 

Yes	No
Y	

(b) Institution functions from a rented building 

	N
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(c) Institution building is under construction 

	N
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(d) Institution building is shared for running another course(s) 

	N
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(e) Title of the land is on free-hold ownership basis 

	N
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(f) Title of the land is on long-lease as per law (A1 Defence land) 

5	0
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**21. Educational Technology**

(a) Number of computers with supporting accessories 

1	3
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(b) Access to Internet 

Yes	No
Y	

(c) Number of hands - on experience hours provided to each student per week 

0	3
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(d) Number of education related CD-ROMs available 

	5	9
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(e) Number of education related video-cassettes available (audio CD) 

	0	0
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(f) Number of education related audio-cassettes available 

	0	0
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(g) Website of the institution 

Yes	No
Y	

(h) Availability of LCD projector 

Y	
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(i) Availability of OHP 

	N
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- (j) Availability of TV  Y
- (k) Availability of VCR  Y
- (l) Availability of public-address system  Y

**22. Library resources**

- (a) Number of books in the library  3  1  7  0
- (b) Number of books added to the library during the preceding year  2  1  5
- (c) Total Number of educational journals/periodicals being subscribed  0  8
- (d) Number of encyclopaedia available in the library  0  7
- (e) Number of books available in the reference section of the library  3  9  4
- (f) Total seating capacity in the library  2  0

**23. Sports and Physical Education Resources**

- | Institution has   | Yes                        | No                       |
|---|----------------------------|--------------------------|
| (a) Playground (football/hockey etc.) Volley ball, Basketball                 | <input type="checkbox"/> Y | <input type="checkbox"/> |
| (b) Playground (football/hockey etc.) of another institution on sharing basis | <input type="checkbox"/> Y | <input type="checkbox"/> |
| (c) Gymnasium/Multipurpose hall   | <input type="checkbox"/> Y | <input type="checkbox"/> |
| (d) Facilities for gymnasium  | <input type="checkbox"/> Y | <input type="checkbox"/> |
| (e) Facilities for athletics  | <input type="checkbox"/> Y | <input type="checkbox"/> |
| (f) Facilities for Health Education   | <input type="checkbox"/> Y | <input type="checkbox"/> |
| (g) Facilities for Anatomy Lab  | <input type="checkbox"/> Y | <input type="checkbox"/> |



(h) Facilities for Physiology Lab  
**Organization and Management**

Y	
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24. Institution is
- |  |     |    |
|--|-----|----|
|  | Yes | No |
|  |     |    |
- (a) Government owned
- |  |   |
|--|---|
|  | N |
|--|---|
- (a) Aided
- |  |   |
|--|---|
|  | N |
|--|---|
- (b) Unaided
- |   |  |
|---|--|
| Y |  |
|---|--|
- (c) University Department
- |  |   |
|--|---|
|  | N |
|--|---|

25. (a) Minimum emoluments (basic pay and allowances) paid to teachers on regular appointment is
- |   |   |   |   |   |
|---|---|---|---|---|
| 1 | 7 | 9 | 6 | 0 |
|---|---|---|---|---|
- (b) Minimum emoluments (basic pay and allowances) paid to teachers on ad hoc service is
- |   |   |   |   |   |
|---|---|---|---|---|
| 1 | 0 | 0 | 0 | 0 |
|---|---|---|---|---|
- (c) Minimum consolidated remuneration paid to teachers is
- |   |   |   |   |   |
|---|---|---|---|---|
| 1 | 0 | 0 | 0 | 0 |
|---|---|---|---|---|
- (d) Per lecture honorarium paid to guest lecturers is
- |   |   |  |
|---|---|--|
| N | A |  |
|---|---|--|

- |  |     |    |
|--|-----|----|
|  | Yes | No |
|  |     |    |
26. (a) Salaries are paid in cash
- |  |   |
|--|---|
|  | N |
|--|---|
- (b) Salaries are paid through account payee cheque
- |   |  |
|---|--|
| Y |  |
|---|--|

- |  |     |    |
|--|-----|----|
|  | Yes | No |
|  |     |    |
27. (a) Salaries are disbursed each month
- |   |  |
|---|--|
| Y |  |
|---|--|
- (b) Teachers are paid salary for the vacation period
- |   |  |
|---|--|
| Y |  |
|---|--|

**Expenditure and Receipts**

28. (a) Salaries paid to teaching staff during the preceding financial year
- |  |   |   |   |   |   |   |   |
|--|---|---|---|---|---|---|---|
|  | 2 | 0 | 5 | 6 | 6 | 9 | 0 |
|--|---|---|---|---|---|---|---|
- (b) Salaries paid to non-teaching staff during the preceding financial year
- |  |  |   |   |   |   |   |   |
|--|--|---|---|---|---|---|---|
|  |  | 7 | 8 | 8 | 7 | 9 | 0 |
|--|--|---|---|---|---|---|---|
- (c) Amount spent on utilities during the
- |  |  |  |  |  |  |   |   |
|--|--|--|--|--|--|---|---|
|  |  |  |  |  |  | - | - |
|--|--|--|--|--|--|---|---|

preceding financial year

- (d) Amount spent on purchase of books and journals for the library during the preceding financial year    1  1  9  9  8
- (e) Amount spent on purchase of equipment during the preceding financial year   1  3  1  7  9  6
- (f) Amount spent on purchase of furniture during the preceding financial year   2  0  2  2  0
- (g) Amount spent on capital expenditure during the preceding financial year   1  6  4  0  1  4
- (h) Amount spent on contingencies during the preceding financial year     0  0  0  0
29. (a) Amount carried forward from the previous financial year   3  8  5  3  6  9  6
- (b) Receipts from fees (tuition and all other fees) during the preceding financial year   5  2  4  5  0  3  3
- (c) Receipts from donation during the preceding financial year      0  0  0  0
- (d) Receipts from consultancies and extension programmes during the preceding financial year (from AWES).     0  0  0  0
- (e) Amount of grants received from the governments during the preceding financial year      0  0  0  0
- (f) Income from investments during the preceding financial year   1  2  1  7  7  8
30. Excess of expenditure over income Yes No  
 Y
- Amount of excess (expenditure over income).   1  5  3  9  9  6  6
31. The institutional accounts of the preceding financial year have been audited  Y



**Endowment fund and Reserve Fund**

32. (a) Amount of Endowment fund

5	0	0	0	0	0	0
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(b) Amount of Reserve fund

3	0	0	0	0	0	0
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(c) Endowment fund is maintained jointly with NCTE

Yes	No
Y	

**33. Resume of the institution**

Brief appraisal of the overall performance of the institution during the preceding academic session and plans for future development may be given.

Sonargaon Vivekananda Institute for P. T. T.

*Mashumita Mukherjee*

(Signed - Head of the Institution) **PRINCIPAL**

(Signed - *[Signature]* Secretary of the Society/Trust)

