PROFORMA FOR ANNUAL REPORT
(Period 1st July, 2012 to 30th June, 2013)

(Items 1 & 2 will be filled by the Head of Institute/Department/Principal, Item 3 to be collated by the Head of Institute/Department/Principal of the College after collecting information from the Faculty and Item 4 to be filled in consultation with IQAC of the College.)

1. **Institution/Department/College Information:-**
   (a) Name of the Institute/Deptt./College:
   (b) Telephone No. :
   (c) Mobile No. :
   (d) Fax No. :
   (e) E-mail address:
   (f) NAAC Accreditation Status:

2. **Student Status:**
   i) Student Statistics (Add more rows if needed):

<table>
<thead>
<tr>
<th>Class</th>
<th>Boys</th>
<th>Girls</th>
<th>G. Total</th>
<th>Pass %</th>
</tr>
</thead>
</table>

   ii) Distinction achieved by students in academics, if any:
   iii) Distinctions achieved by students in co-curricular activities such as:
      a) Cultural Activities:
      b) Rover Rangers/NSS/NCC/Adventure Sports:
      c) Sports:

3. **Special Contributions of the Faculty Members:**
   a. Paper presented in the International/National level Seminars, Symposia & Conferences in India & Abroad :-
   b. Research Papers & Books Published:-
   c. Research guided (M.Phil & Ph.D):-
   d. Orientation Courses/Refereshers Courses Attended:-
   e. Important Ongoing Research Projects:-
   f. Achievements during the year (such as Invited Lectures, Session Chaired, e-resources prepared):
   g. Publications:
   h. Patents:
   i. R & D Income and Expenditure:
   j. Consultancy:

4. **Steps taken by the Institute/Department/College/ to improve the quality of Education with regard to following quality parameters of NAAC for the College:-**
   i. Curricular Aspects:
   ii. Teaching – Learning & Evaluation:
   iii. Research, Consultancy & Extension:
   iv. Infrastructure and Learning Resources:
   v. Student Support and Progression:
   vi. Governance and Leadership:
   vii. Innovative Practices:

**Note:** The information for Annual Report should be in brief upto the point and must not exceed more than four pages