

Affiliated to Mahatma Gandhi University, Kottayam, Kerala.

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AWARDED BY: **ST BERCHMANS COLLEGE**

INSTITUTED BY: **ALUMNI ASSOCIATION OF**

**ST BERCHMANS COLLEGE (AASBCO)**

**KUWAIT CHAPTER, P B NO. 3986**

**SAFAT-13039 STATE OF KUWAIT**

| **PRO FORMA** | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of the Teacher  (in block letters) | | |  | | | | | | | | | |
| Designation | | |  | | | | | | | | | |
| Department/College/ University | | |  | | | | | | | | | |
| Gender, Marital Status | | |  | | | | | | | | | |
| Age and Date of Birth | | |  | | | | | | | | | |
| **EDUCATIONAL QUALIFICATIONS** | | | | | | | | | | | | |
| Sl No | Name of the Course | | | Year of Passing | | Subject | | | University | | Marks  (%) | Rank |
| 1 |  | | |  | |  | | |  | |  |  |
| 2 |  | | |  | |  | | |  | |  |  |
| 3 |  | | |  | |  | | |  | |  |  |
| 4 |  | | |  | |  | | |  | |  |  |
| 5 |  | | |  | |  | | |  | |  |  |
| 6 |  | | |  | |  | | |  | |  |  |
| 7 |  | | |  | |  | | |  | |  |  |
| Date of entry into service | | | | |  | | | | | | | |
| Date of retirement | | | | |  | | | | | | | |
| Total teaching experience in years/months | | | | |  | | | | | | | |
| Sl. No | | Names of the Colleges (including Guest lectureship, FDP etc.) | | | Period of Service | | | | | Name of the University | | |
| 1 | |  | | |  | | | | |  | | |
| 2 | |  | | |  | | | | |  | | |
| 3 | |  | | |  | | | | |  | | |
| 4 | |  | | |  | | | | |  | | |
| 5 | |  | | |  | | | | |  | | |
| Official Address:  Pin code: | | | | | | | | Home Address:  Pin code: | | | | |
| Phone No with STD Code: | | | | | | | | Mobile No: | | | | |
| E-mail id: | |  | | | | | | | | | | |
| Academic achievements (after entry into service)  Details of Published book, Research papers, Major/Minor projects, Fellowships etc.  *(Best ten papers, best five books/book chapters, Collaborations, Funds generated, Patents etc.)* | | | | | | | | | | | | |
| Papers/Courses designed and introduced. | | | | | | | | | | | | |
| Have you ever served any institution outside Kerala/India?  If so, present details: | | | | | | | | | | | | |
| What are the innovative methods you adopt in teaching, learning and evaluation?  Present details: | | | | | | | | | | | | |
| Do you serve as a Research Guide? If yes, present details and the total number of PhD / M.Phil theses produced. | | | | | | | | | | | | |
| Have you served in any of the following capacities? If yes, please indicate the periods of service and other relevant details. | | | | | | | | | | | | |
| 1. College Union Advisor | | | | | | |  | | | | | |
| 1. College Arts Club Advisor/President | | | | | | |  | | | | | |
| 1. Chief Editor, College Magazine | | | | | | |  | | | | | |
| 1. Asst. Supdt. of College Examinations | | | | | | |  | | | | | |
| 1. Returning Officer, College Union Election | | | | | | |  | | | | | |
| 1. Programme Officer, National Service Scheme | | | | | | |  | | | | | |
| 1. Commanding Officer, NCC | | | | | | |  | | | | | |
| 1. In Charge of Guidance and Counselling | | | | | | |  | | | | | |
| 1. Director of various Clubs, Associations etc | | | | | | |  | | | | | |
| 1. President/Secretary, Staff Association | | | | | | |  | | | | | |
| 1. Member, College Staff Council | | | | | | |  | | | | | |
| 1. Member, College Governing Council | | | | | | |  | | | | | |
| 1. Role in College Sports and Games, Specify: | | | | | | |  | | | | | |
| 1. Role in spiritual activities | | | | | | |  | | | | | |
| 1. Any other service | | | | | | |  | | | | | |
| Provide details of your significant contributions in any of the above mentioned/related areas: | | | | | | | | | | | | |
| Have you conducted remedial programmes for weak students and/or enrichment programmes for advanced learners?  Provide details: | | | | | | | | | | | | |
| Positions holding/held outside the Campus (include memberships in professional bodies/organisations) | | | | | | | | | | | | |
| Have you been a member of University statutory bodies? Provide details: | | | | | | | | | | | | |
| Have you served as a Resource person for Workshops, Seminars, Refresher Courses etc? Provide details: | | | | | | | | | | | | |
| Have you written any articles for Newspapers or Periodicals? Provide details: | | | | | | | | | | | | |
| Present details of Membership in editorial boards of academic journals and/or details of work done as a reviewer for academic journals. | | | | | | | | | | | | |
| Have you received any Fellowships or Awards before? Give details: | | | | | | | | | | | | |
| Provide details of training programmes/ workshops/ conferences/ seminars organized at the State, National and/or International level | | | | | | | | | | | | |
| Details of involvement in Community Development Activities (Community Outreach Programmes, Extension Activities etc) | | | | | | | | | | | | |
| Any other relevant information. | | | | | | | | | | | | |
| I certify that, all the records and details furnished above are true.  Date: Signature: | | | | | | | | | | | | |
| Principal’s recommendation: | | | | | | | | | | | | |
| College seal: | | | | | | | | | | | | |

* *Use separate sheets of paper for any further information.*
* *Support all your claims with relevant documents*
* *Please send your pro forma duly filled in to:* ***DR. SIBY JOSEPH K***

**THE SECRETARY, BERCHMANS AWARD COMMITTEE**

**ST BERCHMAS COLLEGE, CHANGANACHERRY, KOTTAYAM, KERALA-686101**

Last date for submission**: 14th December 2022**

| **FOR OFFICE USE ONLY** | |
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| Date of receiving the pro forma |  |
| Details of Screening |  |
| Remarks |  |