

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 |  |