

Form IV  
(See sub-rule (3) of rule 8 of NCTE Rules, 1997)  
**QUESTIONNAIRE FOR INSPECTION**  
**Inspection of Recognised Institutions**  
(Under Section 13 of the National Council for Teacher Education Act, 1993)

**Digitalized Format for Self Appraisal Report**  
**Year of Appraisal 2014**

*Profile of the Teacher Education Institution*

1. Name of the institution : Bhagabati Devi Primary Teachers' Training Institute
2. Address for communication : At. Baramohanpur, P.O.: Khakurda,  
Dist. Paschim Medinipur, West Bengal, 721 445
3. Phone No. (with STD Code) : 03229 259430
4. Fax No. : 03229 259430
5. E-mail : bdptti@yahoo.co.in, bdnks\_kkd@yahoo.co.in
6. Date of establishment of the institution : 15.08.2003
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 Education	H.S. level	2 years	2009-2011	50
Diploma in Education	H.S. level	2 years	2010-2012	50
Diploma in Education	H.S. level	2 years	2011-2013	50
Diploma in Education	H.S. level	2 years	2012-2014	50
Diploma in Education	H.S. level	2 years	2013-2015	50
Diploma in Education	H.S. level	2 years	2014- 2016	50

8. Name of the University/Examining Body  
to which the institution is affiliated :

West Bengal Board of Primary Education  
"Acharya Prafulla Chandra Bhavan",  
DK 7/1, Sector – II, Bidhannagar, Salt Lake,  
Kolkata 700 091,

**9. Number and date of the order of the  
Regional Committee granting  
recognition/Permission (course wise) :**

ERC/7-99.4(1)7/2009, Dated. 31.07.2009

**10. Mode of selection of candidates :**

- |   |     |
|---|-----|
| (a) Centralised test at the state level                   | No  |
| (b) Test conducted by the university                      | No  |
| (c) Test conducted by the institution                     | No  |
| (d) Test conducted by an independent agency               | No  |
| (e) Based on marks obtained in the qualifying Examination | Yes |
| (f) By the management                                     | No  |

**11. Criteria for admission :**

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

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

- |  |            |
|--|------------|
| (a) Start of admission   | 30.07.2013 |
| (b) Closure of admission   | 23.09.2013 |
| (c) Start of teaching  | 16.08.2013 |
| (d) Last teaching day  | 23.04.2014 |
| (e) Number of teaching days                                      | 203 days   |
| (f) Number of days of vacation/break during the academic session | 50 days    |

**13. Practice Teaching at School :**

- |   |            |
|---|------------|
| (a) Total number of practicing teaching days                          | 40 days    |
| (b) Minimum number of practice teaching lessons given by each Student | 60 lessons |

**14. Pre-practice teaching at the institution :**

- |   |           |
|---|-----------|
| (a) Number of pre-practice teaching days (simulated/micro-teaching/any other) | 30 days   |
| (b) Minimum number of pre-practice teaching lessons given by each student     | 25 lesson |
| (c) Total number of demonstration lessons held                                | 05 lesson |

**15. Examinations**

- |   |                                    |
|---|------------------------------------|
| (a) Number of sessional tests held for each paper | 05                                 |
| (b) Number of assignments for each paper          | NA                                 |
| (c) Date of commencement of annual examination    | 18.08.2014 (P-I); 19.08.2014(P-II) |



(d) Date of declaration of result	Awaited
(e) Date of submission of dissertation (Post-graduate course)	NA

#### 16. Scheme of examination

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

#### 17. Student support and progression

(a) Number of students who appeared in the final examination	49 (2013-15); 48 (2012-14)
(b) Number of students who passed in the examination	49 (09-11); 50 (10-12); 49(11-13)
Waiting for result (Part-I:- 2013-15, Part-II :- 2012-14)	

(c) Number of students who failed in the examination	Nil
(d) Number of students who joined higher studies	NA
(e) Number of students who took up teaching employment	-
(f) Number of students who secured employment through the Institution	-

#### 18. Teaching Resources

(a) Principal/Head of the Department is in position	Yes
(b) Number of teachers employed on full-time basis	06
(c) Number of teachers employed on part-time basis	02
(d) Number of Guest lecturers engaged	06
(e) Number of teachers on regular scale of pay	00
(f) Number of teachers on consolidated remuneration	09
(g) Number of teachers with qualifications as per NCTE norms	09
(h) Number of teachers yet to qualify NET/SLET	00
(i) Number of teachers yet to obtain post-graduate degree in Education	02
(j) Number of teachers without school experience	04

#### 19. Professional Development of Teachers

(a) Number of teachers who attended in-service courses during The preceding year	00
(b) Number of teachers enrolled in part-time post-graduate course in education (M.Ed./M.A.(Education)/M.Phil)	00
(c) Number of teachers enrolled in full-time post-graduate course in education (M.Ed./M.A.(Education)/M.Phil)	00
(d) Number of teachers enrolled in Ph.D. programme	02
(e) Number of teachers who participated in seminars/conferences/workshops	01
(f) Number of papers published by the teachers	01
(g) Number of teachers who received professional recognition/ awards	00

#### 20. Land and Building

(a) Institution functions from its own building	Yes
(b) Institution functions from a rented building	No
(c) Institution building is under construction	No
(d) Institution building is shared for running another course(s)	No
(e) Title of the land is on free-hold ownership basis	Yes

(f) Title of the land is on long-lease as per law	No
<b>21. Educational Technology</b>	
(a) Number of computers with supporting accessories	10
(b) Access to Internet	Yes
(c) Number of hands - on experience hours provided to each student per week	03 hours
(d) Number of education related CD-ROMs available	32
(e) Number of education related video-cassettes available	27
(f) Number of education related audio-cassettes available	5
(g) Website of the institution	Yes
(h) Availability of LCD projector	Yes
(i) Availability of OHP	Yes
(j) Availability of TV	Yes
(k) Availability of VCR	Yes
(l) Availability of public-address system	Yes
<b>22. Library resources</b>	
(a) Number of books in the library	5669
(b) Number of books added to the library during the preceding year	166
(c) Total Number of educational journals/periodicals being subscribed	17 Types
(d) Number of encyclopaedia available in the library	05 Types
(e) Number of books available in the reference section of the Library	34
(f) Total seating capacity in the library	40
<b>23. Sports and Physical Education Resources</b>	
Institution has	
(a) Playground (football/hockey etc.)	Yes
(b) Playground (football/hockey etc.) of another institution on sharing basis	No
(c) Multipurpose hall	Yes
(d) Facilities for gymnasium	No
(e) Facilities for athletics	Yes
(f) Facilities for Health Education	Yes
(g) Facilities for Anatomy Lab	Yes
(h) Facilities for Physiology Lab	Yes
<b>24. Organisation and Management</b>	
Institution is	
(a) Government owned	No
(a) Aided	No
(b) Unaided	Yes
(c) University Department	No
<b>25. (a) Minimum emoluments (basic pay and allowances) paid to teachers on regular appointment is</b>	Nil
(b) Minimum emoluments (basic pay and allowances) paid to teachers on adhoc service is	Nil
(c) Minimum consolidated remuneration paid to teachers is	Rs. 16,65,140.00
(d) Per lecture honorarium paid to guest lecturers is	Rs. Nil
	(total this financial year)



- |  |     |
|--|-----|
| 26. (a) Salaries are paid in cash                    | No  |
| (b) Salaries are paid through account payee cheque   | Yes |
| 27. (a) Salaries are disbursed each month            | Yes |
| (b) Teachers are paid salary for the vacation period | Yes |

**28. Expenditure and Receipts**

- |  |  |
|--|--|
| (a) Salaries paid to teaching staff during<br>The preceding financial year                                   | Rs. 16,65,140.00                                 |
| (b) Salaries paid to non-teaching staff during the<br>preceding financial year                               | Rs. 11,94,630.00                                 |
| (c) Amount spent on utilities during the<br>preceding financial year   | Rs. 8,76,190.00                                  |
| (d) Amount spent on purchase of books and<br>journals for the library during the preceding<br>financial year | Rs. 11,322.00                                    |
| (e) Amount spent on purchase of equipment<br>during the preceding financial year                             | Rs. 3,500.00                                     |
| (f) Amount spent on purchase of furniture during<br>the preceding financial year                             | Rs. 24,824.00                                    |
| (g) Amount spent on capital expenditure during<br>the preceding financial year                               | Rs. 6,18,050.00                                  |
| (h) Amount spent on contingencies during the<br>preceding financial year                                     | Rs. 6,49,412.00                                  |
| 29. (a) Amount carried forward from the previous<br>financial year   | Rs. 6,54,219.00                                  |
| (b) Receipts from fees (tuition and all other fees)<br>during the preceding financial year                   | Rs. 39,84,900.00                                 |
| (c) Receipts from donation during the preceding<br>financial year  | Nil  |
| (d) Receipts from consultancies and extension<br>programmes during the preceding financial<br>year           | Nil  |
| (e) Amount of grants received from the<br>governments during the preceding financial<br>year                 | Nil  |
| (f) Income from investments during the<br>preceding financial year   | Rs. 24,729.00                                    |
| 30. Excess of expenditure over income<br>Amount of excess expenditure over income.                           | Yes<br>Rs. 7,49,322.00<br>(As Per Audit Account) |
| 31. The institutional accounts of the preceding financial<br>year have been audited                          | Yes  |
| <b>Endowment fund and Reserve Fund</b>   |  |
| 32. (a) Amount of Endowment fund   | Rs. 5,00,000.00                                  |
| (b) Amount of Reserve fund   | Rs. 3,00,000.00                                  |
| (c) Endowment fund is maintained jointly with NCTE   | Yes  |

### 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.

*Siddhartha S. Mishra* 27.10.14

(Dr. Siddhartha Sankar Mishra)

(Signature of the Head of the Institution/Principal)

Principal  
Bhagabati Devi Primary  
Teachers' Training Institute  
Khakurda • Paschim Medinipur

*Kartick Chandra Acharya* 27.10.14

(Kartick Chandra Acharya)

Signature of the President of the Institution

President  
Bhagabati Devi Primary  
Teachers' Training Institute  
Khakurda • Paschim Medinipur

*Bina Das* 27.10.14

(Bina Das)

(Signature of the President of the Society)

President  
Baramchanpur Bhagabati Devi  
Nari Kalyan Samity  
Khakurda • Paschim Medinipur