

Appendix-IV

GENERAL INFORMATION ABOUT THE SCHOOL

1. Name of the School.....
2. Address of the School.....
3. Telephone No. ....
4. From which year the vocational courses were introduced in your school :  
Year.....
5. Name and duration of vocational courses run by the Institution. Please fill in the relevant column :

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S.No.	Name of course	Running	Discounted	Duration
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6. Please state the total number of staff working in vocational stream in the school

	Category	Number	
		Part Time	Full Time
1.	Teachers		
2.	Instructors		
3.	Class III employees		
4.	Class IV employees		

7. Please state the total number of students in vocational courses in your school :-

Year	Class	Enrolment			Passed	Failed
		Male	Female	Total		
1982-83	XI XII					
1983-84	XI XII					
1984-85	XI XII					
1985-86	XI XII					

8. What is the percentage reservation of seats for SC/ST/EBC/Handicapped?

Name of the community	Percentage
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- (a) Scheduled Caste
- (b) Scheduled Tribe
- (c) Economically Backward community
- (d) Handicapped
- (e) Any other (please specify)

9. Please state the location of your school by putting a Tick Mark ( ✓ ) in the appropriate column :

- (a) In the Centre of the city \_\_\_\_\_
- (b) Away from the city \_\_\_\_\_
- (c) In an industrial area \_\_\_\_\_
- (d) Rural area \_\_\_\_\_
- (e) Any other (specify) \_\_\_\_\_

10. What criteria do you follow in the selection of a candidate for the vocational course? Please put a tick mark in the appropriate column :

- 1. On the basis of percentage of Marks obtained \_\_\_\_\_

2. Mark obtained in aptitude test \_\_\_\_\_
3. Marks obtained in SSC and the personal interview \_\_\_\_\_
4. Any other, please specify \_\_\_\_\_
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11. Please mention the existing building and accommodation facility in your institution to start vocational courses by putting ( v ) mark in the appropriate column :

Facilities	Adequate	Inadequate	Not Needed	Number Available
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1. Class rooms
  2. Work shop
  3. Laboratory
  4. vocational guidance cell
  5. Library
  6. Any other
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12. Please furnish the particulars of infrastructure available in the school to run vocational education programme :

Infrastructure	Adequate	Inadequate	Not Needed	If Inadequate reason
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1. Furniture
  2. Machines
  3. Electric provision
  4. Raw Materials
  5. Any other specify
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13. What are the sources of income of your school to run the vocational courses :

Source	Amount	Adequate	Inadequate
1. Govt. grant in aid			
2. Grant from management			
3. Grant from Community/ Industry			
4. Donations			
5. Students fees			
6. Sale of the products made by students			
7. Any other (specify)			

14. If there is deficit in meeting the expenditure of vocational courses how do you meet the deficit. Please specify :

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15. What procedure do you follow to evaluate the learning outcomes in vocational courses? Please put a ( √ ) mark in the appropriate column :

1. Conduct weekly tests	_____
2. Conduct monthly tests	_____
3. Conduct term examination	_____
4. Conduct annual examination	_____
5. Any other method (please specify).	

16. Please tick mark ( √ ) in front of the unit used for evaluation :

(a) Grades	_____
(b) Marks	_____
(c) Any other	_____

17. Please write the weightage given to final evaluation :

Weightate	Theroy	Practical	Workshop
Internal	_____	_____	_____
External	_____	_____	_____

18. Inspection of the school is done (put a ( ✓ ) mark)
1. Once in a year
  2. Once in Two years
  3. Once in three years
  4. Any other frequency (please specify)
19. Inspection is done by put a ( ✓ ) tick mark in column :
1. Team of vocational expert from technical department.
  2. Team of non-technical people from Dte. of Education.
  3. Team of external Principals
  4. Any other (please specify)
20. Please attach the list of name and addresses of the passed out students from your school in 1984.