Student Feedback Form (Ending of Even Semester)

Name of Student_____ Course _____ Semester _____

Section _____ Roll No.: _____

Please write NA against the points not applicable to you.

Please skip any part that you have not observed or about which you can't make judgment.

Student Feedback and Preventive Action Plan serves as an essential tool for attaining and maintaining high standard of education.

A - Your general observations about GP Bilaspir

B - Teaching   Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

Name of Faculty→									1.	
Subject Name & Code										
Subject Knowledge										
Adequacy of teaching methodology										

Responsiveness to student queries										
Adequate coverage of course content										
Regularity & Punctuality										

General Observations

1. Quality of Handouts provided by the faculty, if any
2. Discussion in the classroom, if applicable
3. Effectiveness of delivery of lectures
4. Availability of Faculty after class hours for guidance
5. Transparency and fairness of Evaluation system / Internal Examinations.
6. Relevance of theory to practical Sessions
7. Completion of course on time
8. Conduction of Industrial visits
9. Suggestions for improvement

B–Course Contents Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

Name of the Theory Subjects→										
Subject Code→										
Availability of Course Material										
Relevance of the subject										
Ease of Getting Marks										
Course representation in competitive exams										
Use in professional life										
Course contents from research view										

1. Suggestions for improvement course contents:

D – Infrastructure Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

1. Adequacy and effectiveness of Teaching Aids used (LCD/OHP/White board) ☐
2. Student Section and general environment ☐
3. Utility of Seminar Hall to the students ☐
4. Suggestions for improvement

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E – Administration Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

1. Responsiveness to your issues by Administrative Departments:-
   a. Principal of the institute ☐   e. Dean [Academics] ☐
   b. Head Clerk ☐   f. Dean [Admin] ☐
   c. Superintendent of Examinations [COE] ☐   g. HOD ☐
   d. Dean Student Welfare ☐   h. Accounts Department ☐
2. Rules for late payment of fees ☐
3. Policy for library penalty charges ☐
4. Degree of satisfaction with the Fee Structure :- ☐
5. Notice Board Updating ☐
6. Staff politeness and support ☐
7. Level of satisfaction with the information provided from the clerks ☐
8. Cleanliness of –
   a. Classrooms ☐
   b. Hostel ☐
   c. Labs ☐
   d. Library ☐
   e. Corridors ☐
   f. Toilets ☐
   g. Drinking Water ☐
   h. General area ☐
9. Suggestions for improvement

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F – Library Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

1. Timely delivery of course books [Book Bank]
2. Quality of books offered in the Book Bank/ General Section
3. Adequacy of books for all subjects
4. Availability of reference books
5. Quality of Books
6. Relevance books to syllabus
7. Availability of journals
8. Availability of Books on advanced Topics
9. Availability of proper sitting arrangements
10. Timings for library
11. Support and Cooperation of the library staff
12. Utilization of the Library
13. Your suggestions for improvement

G- Computer Lab Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

1. Timings of computer lab
2. Adequacy of software loaded on PC's
3. Speed of internet
4. Malfunctioning of Equipments in lab
5. Initiative of the Computer lab Staff

6. Percentage of teaching days 40% On which a computer lab is visited	100-80%	80-60%	60-40%	less than

7. Purpose of visit to computer lab :-	100-80%	80-60%	60-40%	< 40%
a. Course work				
b. Project work				
c. Web browsing				

d.	Class assignment	☐	☐	☐	☐
e.	Chatting with friends	☐	☐	☐	☐
f.	Chatting with subject experts	☐	☐	☐	☐
g.	Emailing	☐	☐	☐	☐

8. Suggestions / Remarks:

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H – Hostel Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

1. Availability of accommodation ☐
2. Selection criteria of allotment of seats in the hostel ☐
3. Amenities provided in hostel ☐
4. Responsiveness of hostel staff (such as at the occasion of sickness) ☐
5. Quality of food ☐
6. Suggestions for improvement

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I– Canteen Cafeteria Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-Satisfactory

1. Availability of snacks ☐
2. Prices of eatables ☐
3. Quality of eatables ☐
4. Cleanliness and maintenance of the Canteen ☐
5. Standard of services ☐
6. Hygiene and sanitation ☐
7. Suggestion for improvements

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J – Hospital/ Infirmary   Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-
Satisfactory

1. Quality of Treatment
2. Responsiveness of hospital staff in emergency
3. Dispersion of medicine
4. Punctuality of Doctor
5. Suggestions for improvement

K - Yourself as a student Rating: 5 – Outstanding; 4 - Excellent; 3 – Good; 2 – Satisfactory; 1 - Not-
Satisfactory

1. Punctuality for the sessions
2. Showing up in campus in uniform
3. Discipline within the campus
4. Politeness with classmates & teachers
5. Attitudes towards classmates and staff members
6. Initiative for various activities in the Institute
7. Timely submission of assessments / assignments

8. Name the faculty whose session encourage you to participate more in classes _____

9. Usefulness of TPO Cell

10. Suggestions for improving effectiveness of TPO Cell

Date _____   Signature_____

Thank you for completing and returning the Feedback Form