COMPUTERIZATION OF EDUCATIONAL STATISTICS

S-3

PERFORMA FOR HIGH/HIGHER SECONDARY SCHOOLS/ INTERMEDIATE/JR. COLLEGES

NUMERICAL DATA

INSTRUCTIONS FOR FILLING THE FORM

- 1. This form is to be filled in by the Headmaster of the School.
- 2. In some items, the possible answer choices are written against the item. You are to choose the correct answer choice applicable to your school and put a tick $(\sqrt{})$ mark in the bracket () against your answer choice.

For example in item 3 "Type of Management", if the school is managed by a local body (e.g. Municipal Committee, Panchayat-Samiti etc.) the answer will be provided in the following manner:

Type of Management

- () Government $(\sqrt{)}$ Local Body
- () Private Aided () Private Unaided
- 3. There are some items where the answers are to be provided by giving exact figures. The figures are to be written carefully in boxes provided for this purpose.

1		

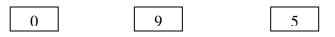
This is illustrated by example

Example (i) Suppose there are 128 students in the institution. This will be filled in the following manner:

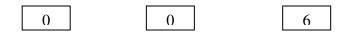


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Example (ii) Suppose there are 95 teachers in the institution. This will be filled in the following manner:



Example (i) Suppose there are 6 teachers in the institution. This will be filled in the following manner:



- 5. Institution: (a) If two institutions are working in the same building with separate heads of institutions and administration for want of accommodation, these institutions will be treated as two Institutions and each institution will have to fill a separate proforma.
 - (b) In the case of an institution having two shifts under the same head and administration, it will be treated as one institution, and only one proforma giving statistics by both the shifts will have to be filled in by the institution.
- 6. Management:
 (a) A Private aided institution is one which receives maintenance grant from a Public Authority. An institution which is on the grant-in- aid list of a Public Authority but does not get the maintenance grant in a particular year will still be treated as an aided institutions for that year.
 - (b) A Private unaided institution is one which does not get maintenance grant from any Public Authority. An institution which does not get maintenance grant but is in receipt for an adhoc grant for a specific purpose (e.g. building grant for strengthening the library, laboratory, subsidy towards the payment of teachers' salaries etc.) will also be treated as an unaided institution.
 - (a) A teacher is anyone employed, full time or even part-time with or without the remuneration for teaching. Head of the institution is counted as teacher even if he does not teach. Physical training instructors will also be shown as teachers.
 - (b) Only the actual number of teachers in position on the 30th September of the academic year will be reported. The number of posts lying vacant will not be accounted for in this proforma.
 - (c) If a teacher has proceeded on long leave and is not in position on 30th September of the academic year will not be included among the teaching staff even if he continues to draw salary from the institution. However, if a substitute has been appointed in his place, that substitute will be included. Honorary and part-time teacher will also be included alongwith

7. Teacher:

those of full time teachers while reporting the total number of teachers.

- (d) A trained teacher is a teacher who has successfully undergone a course of training through a teachers training institution or who has been awarded a certificate by the Department of Education on the basis of his experience or age, etc. All other teachers will be regarded as untrained teachers.
- 8. Repeater: A repeater is one who has been enrolled in the same class for more than one year on account of unsatisfactory performance. A student re-admitted to the same class on account of not attending his classes for a major part of the year will not be treated as a repeater.
- 9. Recognized Institution: A recognized institution is one in which the course(s) of study followed is that which is prescribed or recognized by Government (Central or State) or a University or a Board constituted by law or by other agency authorized in this behalf by Central or State Government and which satisfies one or more of these authorities that it attains to a reasonable standard of efficiency. Any course/class which is not recognized in a recognized institution is not be taken into account for the purpose of the statistics.
- Note: Please ensure that total enrolment reported under Table I, item 6(I), (ii) (a) and (ii) (b) tallies with those reported in Table IIA. In case of any difference, reasons for the same may be given in a foot-note.

	Table 1	General	Information Ye	ar
			For Office Use Only code	
1.	Name and Address of th	ne School		
	Block/Circle/Sub-Divis	ion :		
2.	District: Is it in Rural Urban Are	a:		
	(Please Tick)			
	Rural Urban	(R) (U)	$\begin{pmatrix} & \\ & \end{pmatrix}$	
3.	Type of Management (I	Please Tick)		
(a) (b) (c) (d)	Government Local Bodies Private Aided Private Un-aided	(GN) (LB) (PA) (PU)	() () () () () () () () () ()	
4.	Type of Institution (Ple	ase Tick)		
(a) (b) (c)	For Boys For Girls Co-Educational	(B) (G) (C)	$() \\ () $	
5.	Classes Taught (Mentic	n the classes)		
	From	Class to	Class	
6.	Number of Students			
(i)	Total Students (including Students of 6(a) and (b)) below	Boys	Girls	Total

(I) belonging to: 6 (a) Scheduled Castes (b) Backward Classes 7. Number of Teachers Total Number of A. Women Total (a) Trained Men (b) **Un-Trained** Total Number of Teachers belonging to B. (i) Scheduled Castes (included under 7-A) Trained Men Women Total (a) (b) **Un-Trained** Total **Backward Classes** (ii) (included under 7-A) (a) Trained Men Women Total (b) **Un-Trained** Total

Code/		All Studer	nts	No. of Students included in Col. 2, 3 & 4 belonging to								
Class				~								
				Sc	heduled C	astes		ckward Cl				
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total			
1	2	3	4	5	6	7	8	9	10			
						-			-			
A. Pre-Pry												
[00]												
B. [01] I												
[02] II												
[03] III												
[04] IV												
[05] V												
B. Total (I-V)												

Table II-A Number of Students in each Class (A) Pre-Primary/Primary Classes

Table II-A Number of Students in each Class (B) Middle Class

Code/	A	All Students			f Students	included in	n Col. 2, 3	& 4 belong	ging to
Class									
				Sc	heduled Ca	astes	Bac	kward Cla	sses
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
1	2	3	4	5	6	7	8	9	10
C. [06] VI									
[07] VII									
[08] VIII									
C.Total									
[VI-VIII]									

Table II-A Number of Students in each Class
(C) High/Higher Secondary Classes

Code/ Class		All Studei	nts	No. of Students included in Col. 2, 3 & 4 belonging to					
				Sc	heduled C	astes	Bac	ckward Cla	asses
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
1	2	3	4	5	6	7	8	9	10
D.[09} IX									
[10] X									
[11] XI									
[12] XII									
D. Total (X-XII)									

TABLE-II-A
(D) Stream-wise Enrolment at Senior Secondary Stage
10+2 Pattern

		1072	r allein				
Stream			Star	ndard			
			XI			XII	
		Boys	Girls	Total	Boys	Girls	Total
1		2	3	4	5	6	7
	Arts						
	Science						
All Students	Commerce						
	Vocational						
	Total						

	Arts			
	Science			
Scheduled Caste	Commerce			
	Vocational			
	Total			

	Arts			
	Science			
Backward Classes	Commerce			
	Vocational			
	Total			

Code/	A	All Repeat	ers	No. o	f Repeater	s included i	n Col. 2, 3	& 4 belon	ging to		
Class											
				Sc	heduled C	astes	Bac	kward Cla	sses		
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total		
1	2	3	4	5	6	7	8	9	10		
A. Pre-Pry [00]											
B. [01] I											
[02] II											
[03] III											
[04] IV											
[05] V											
B. Total (I-V)											

Table II-B Number of Repeaters in each Class (A) Pre-Primary/Primary Classes

Table II-B Number of Repeaters in each Class (B) Middle Class

Code/	A	All Students			No. of Repeaters included in Col. 2, 3 & 4 belonging to				
Class									
				Sch	neduled Ca	stes	Bac	kward Cla	sses
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
1	2	3	4	5	6	7	8	9	10
C. [06] VI									
[07] VII									
[08] VIII									
C. Total									
[VI-VIII]									

Code/	1	All Studer	nts	No. of Repeaters included in Col. 2, 3 & 4 belonging to										
Class														
				Sc	heduled C	astes	Backward Classes							
	Boys	Girls	Total	Boys	Girls	Total	Boys	Total						
1	2	3	4	5	6	7	8	9	10					
D.[09] IX														
[10] X														
[11] XI														
[12] XII														
D. Total														
(X-XII)														

Table II-B Number of Repeaters in each Class (C) High/Higher Secondary Classes

Table-III Vocational Education

Sr. No	Name of the Vocational Course	Code No. (For Office use only)	Enrolm	ent in Class	5			Whether Workshop/ Lab/Farm is available in the School Yes-1, No. 2, not applicable	No. of pro qualified to	ofessionally eachers	Whether arrangements for the job for students are available in the industry/Hospital/ Commercial Estab./Farm etc. Yes-1, No. 2, not applicable-9	
				XI			XII					upplicable y
			Boys	Girls Total						Full Time	Part Time	
1	2	3	4	5	6	7	8	9	10	11	12	13
1.												
2.												
3.												
4.												
5.												
6.												
7.												
8.												
9.												
10.												
Total												

 Number of Teachers counted more than once (Teaching more than One Vocational course) in the above table.
 Full Time

Part Time

STAGETOTAL TEACHERS (including SC/BC)MALEFEMALETOTALPre-Pry/NurseryPrimary (I-V)Middle (VI-VIII)High (IX-X)Sr. Sec. XI- XIITotal

TABLE-III-A NUMBER OF TEACHERS (STAGE-WISE)

TABLE-IV NUMBER OF STUDENTS (CLASS-WISE & SUBJECT WISE)

STAGE			CLASSES		
	VI	VII	VIII	IX	Χ
Sanskrit					
Punjabi					
Urdu					
Telugu					
Drawing					
Home Science					
Music					
Agriculture					
Animal Husbandry					

TABLE-V CLASS-WISE ENROLMENT OF MINORITY STUDENTS

CI															
Class		Muslir		Christian				Sikh	1		Budhis			Parsi	
	Boy	Girl	Total	Boy	Girl	Total	Boy	Girl	Total	Boy	Girl	Total	Boy	Girl	Total
Ι															
II															
III															
IV															
V															
Total															
(I-V)															
VI															
VII															
VIII															
Total															
(VI-															
VIII)															
IX															
X															
Total															
(IX-X)															
XI															
XII															
Grand															
Total															
(I-															
XII)															

Category	Number of Posts Sanctioned	Number of teachers in Position	SC teachers
1. Principal			
2. Headmaster/Headmistress			
3. Lecturers			
(a) Humanities			
(i) English			
(ii) Hindi			
(iii) Sanskrit			
(iv) History			
(v) Political Science			
(vi) Economics			
(vii) Sociology			
(viii)			
(ix)			
(x)			
Total (Humanities)			
(b) Science			
(i) Physics			
(ii) Chemistry			
(iii) Math			
(iv) Biology			
Total (Science)			
(c) Commerce			
(i) Commerce			
(ii) Accountancy			
(iii) Book-Keeping			
(iv)			
(v)			
Total (Commerce)			
Total A to C			
4. Maters/Mistress			
(a) Math			
(b) Science			
(c) Social-Studies			
(d) Home Science			
(e) Fine Arts			
(f) Music			1
(g)			1
(h)			1
Total Maters/Mistress			1
5. C&V Teachers			1
(a) Hindi			
(b) Sanskrit			1
(c) Punjabi			1

 TABLE-VI

 Number of Teaching & Non-Teaching Staff

(d) Urdu	
(e) PTI	
(f) Domestic Science	
(g) Sewing	
(h)	
(i)	
Total C&V	
6. JBT Teacher	
Total Teaching Staff (1-6)	
7. Lab Attendant	
8. Table Instructor	
9. Librarian	
10. Clerks	
11. Class-IV Employees	
(a) Sweeper-cum-Chowkidar	
(b)Water-Man/Water-Women	
(c) Peon	
(d) Mali	
(e) Any Other	
Total Class IV	

TABLE-VII CLASSWISE ENROLMENT OF HANDICAPPED STUDENT_

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Class	Visu	Visually impaired		Hear	ring imp	aired	Or	thopedic	ally	Menta	ally Chal	llenged	Others			Total		
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
Ι																		
II																		
III																		
IV																		
v																		
VI																		
VII																		
VIII																		
IX																		
Х																		
XI																		
XII																		
Vocational Training																		
Total																		

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