



HIGHER EDUCATION COMMISSION

H-9, Islamabad (Pakistan), Phone: (051) 90402125 Fax: (051) 90402102

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HEC BEST UNIVERSITY TEACHER AWARD 2021

A. GENERAL INFORMATION

1.	Name	
2.	Present Position & Department	
3.	Discipline & Area of Specialization	
4.	University (Current Employer)	
5.	Date of joining (present position)	
6.	Total Teaching Experience	
7.	Terminal Qualification with year and name of degree awarding Institute/University	
8.	Date of Birth	
9.	Received BUTA previously (Year)	
10.	Contact Information (official telephone, mobile number, email, Fax)	

B. ELIGIBILITY REQUIREMENTS

(Please check all the boxes and attach copies of evidences).

SN	Check List (Please check all the boxes)	Response (Yes/No)		Attach copies of evidence (with appropriate title and annexure reference)
1.	Is the candidate a full-time permanent faculty member, on TTS, BPS, or long-term contract, at a recognized public or private sector university or DAI?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Employment Letter</i>
2.	Has the candidate completed three years of consecutive /active service as a permanent faculty at the nominating university or DAI?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Letter from VC/Registrar/ Director QEC</i>
3.	Is the candidate less than 60 years of age?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Copy of CNIC</i>
4.	Was the candidate physically present at the university in the previous three years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Letter(s) from VC/Registrar/ Director QEC</i>
5.	Did the candidate attend every class during the assessment period?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
6.	In case the candidate missed a class, was it on account of ill health or medical emergency (documentary evidence to be provided), and was the absence compensated by a make-up class?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
7.	Did the candidate avail long-term leave (i.e., exceeding 3 weeks during the period of evaluation)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Leave Orders</i>
8.	Were there any disciplinary proceedings against the candidate during the previous three (03) years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Letter from VC/Registrar/ Director QEC</i>
9.	Were any adverse remark recorded in the ACRs of the candidate during the previous three (03) years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
10.	Did the candidate receive the national Best University Teacher Award in the last five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
11.	Did the candidate serve as Vice Chancellor or any other key administrative position at the university during the past three years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

C. UNIVERSITY-LEVEL ASSESSEMENT AS PER BEST UNIVERSITY TEACHER AWARD CRITERIA

(Please attach the filled questioners for the university level award winner with all the evidences tagged/annexed in order)

SN	Best University Teacher Award Evaluation Parameters	Maximum Weight	Weight Assigned
1.	Command of Subject	10	
2.	Teaching Philosophy	10	
3.	Course Syllabus	10	
4.	Grading System, Tests and Assignments	10	
5.	Lesson Plan	05	
6.	Classroom Teaching	20	
7.	Use of Technology	05	
8.	Student Interaction and Mentoring	10	
9.	Student Evaluations	20	
Total Score		100	

D. Remarks on University-Level winner’s overall performance in comparison with peers & runner ups within the university

Vice Chancellor/Registrar

Name: _____

Designation: _____

Signature & Date: _____

Stamp: _____