



Beaconhouse National University

13-Km, Raiwind Road Lahore, Pakistan

Tel: +92-42-35975704-11

BNU Email: info@bnu.edu.pk, Web: www.bnu.edu.pk

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Students' Evaluation of Faculty Members

Proforma: 10

School of _____

Faculty Member _____ Regular/Visiting _____

Course Code & Title _____

Date of Evaluation _____

Please evaluate the course and faculty member on a rating scale of 1-5 by encircling the desired number.

A	Quality of Teaching	Poor	Fair	Good	V.Good	Excellent
1	Clarity in communication	1	2	3	4	5
2	Faculty knowledge of the Subject	1	2	3	4	5
3	Response of faculty to the questions	1	2	3	4	5
4	Discipline in the Class	1	2	3	4	5
5	Punctuality of the Faculty Member	1	2	3	4	5
B	Courses					
1	Clarity of Course Contents	1	2	3	4	5
2	Coverage	1	2	3	4	5
3	Guidance to relevant resources and technology	1	2	3	4	5
4	Timely access of Material	1	2	3	4	5
C	Examination & Assessment					
1	Fairness in marking	1	2	3	4	5
2	Timely feedback on Assessments	1	2	3	4	5
D	Student's Contribution					
1	My level of attendance in the Course	20%	40%	60%	80%	100%
2	Would you like to take another course with the same faculty	Yes			No	
3	Any other comments:					



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Note: This Evaluation is confidential and the student is not expected to sign this evaluation or indicate his/her name on this form.

GUIDELINES

- Students are expected to complete this form at the end of each semester and provide their assessment with the objective of enabling teachers to improve their teaching techniques, so as to enhance the students learning experience
- The Evaluation Coordinator will prepare an evaluation schedule in light of the semester time table.
- The Evaluation Coordinator will prepare evaluation packets for each course (with forms equal to the total number of class participants enrolled in the course)
- The coordinator will distribute the forms in each class towards the end of each course according to the timetable.
- The coordinator will collect completed forms and place them in an envelope along with any unused forms.
- The coordinator will count the number of filled forms and mark it on the envelope and will sign and seal the envelope.
- Coordinator will prepare a summary of the Evaluation for submission to the Deans.
- The Dean will share these evaluations with the Head of Department and faculty member. Dean will share the Evaluation with the faculty member in the light of any comments or decisions of the CoQA.

NOTE:



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All matters relating to Evaluations are highly confidential and must be dealt with extreme care.