



मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान भोपाल- 462003

(शिक्षा मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)

MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY BHOPAL- 462003

(An Institution of National importance under Ministry of Education, Govt. of India)

No.AB/Estt/APARs/2026/ 1062

Dated 30/07/2026

CIRCULAR

Sub: Submission of APARs in Respect of Faculty Members for the Academic Year 2025-26 (1 July 2025 to 30 June 2026)

Annual Performance Appraisal Report (APAR) of the Faculty Members for the Academic Year 2025-26 has become due. Blank APAR form for faculty members of all Departments/Centers are enclosed as Annexure-I. The APAR form can also be downloaded using the link:

<https://www.manit.ac.in/sites/default/files/MANIT%20modified%20final%20APAR%20Format%202025-26.pdf>

All Faculty Members shall take the following precautions while filling up their Self-Appraisals:

- 1) Concerned individual has to fill up only the columns relating to the work done by him/her and not the marks column, which is to be filled-up by the Reporting Officer.
- 2) No enclosures are to be attached with the Self-Appraisal.
- 3) It is necessary for everyone to fill-up the Self-Appraisal, even if his/her superannuation is due in the near future.
- 4) The column relating to the qualifications be updated with proof thereof to the Establishment Section.

Marks column in the Self-Appraisal form of teaching staff shall be completed by the Departmental Committee and Committee constituted by the Director for Professors as per ongoing practice.

All APARs forms are to be returned latest by 31.08.2026

Encl: APAR form (Annexure-I)

Lauran Prasad
30/07/26
Joint Registrar (Estt.)

To:

1. All HoDs/HoCs for necessary action.
2. Dean (FW)
3. PA to Registrar, for kind information of the Registrar.
4. PA to Director, for kind information of the Director.