



REPORT FORMAT

Yearly Progress Report (YPR)

(Submitted to the Quality Assurance Agency, HEC)

This is a blank reporting format. Completed reports for each cycle are published by the Directorate of Quality Enhancement as they are approved. The YPR records progress against the quality objectives and key performance indicators set for the year.

Reporting Year .. Date of Submission ..

Prepared By .. Approved By ..

1. Progress Against Quality Objectives

#	Objective	Target	Achieved	Status	Remarks

2. Key Performance Indicators — Teaching and Learning

Indicator	Previous Year	This Year	Trend

3. Key Performance Indicators — Faculty and Research



Indicator	Previous Year	This Year	Trend

4. Quality Assurance Activity Completed

Activity	Planned	Completed	Variance	Reason

5. Status of Previous Review Recommendations

Source	Recommendation	Action Taken	Status

6. Constraints Encountered



7. Objectives Carried Forward

Director QE — signature & date

Vice Chancellor — signature & date