



**Afghanistan SABER SERVICE DELIVERY  
EDUCATION SURVEY  
2017**

**Module 3 – Principal Questionnaire**



## Module 3 – Principal's Questionnaire

**Instructions:** This questionnaire is to be administered to the principal.

**Enumerator Read:** "It would be useful if you have with you the school budget records and school book records to help answer some of the questions"

### Cover Sheet

**Enumerator Note:** Please write all responses clearly using CAPITAL LETTERS ONLY!

		Name(s)	Code
1.	Enumerator		_ _ _ _
2.	School Name and Survey Code		_   _   _   _   _   _
3.	School EMIS Code/Registration Number	_ _ _ _ _ _ _ _ _ _ _ _ _ _	
4.	Principal Name		
5.	Teacher(Principal) ID	(Row number from Module 2A)	_ _ _




Supervision			Code	Response	Signature	Date Day/Month/Year (e.g. 15/10/16)
				1.		2.
6.	Questionnaire Verification	a. Enumerator	<u>Survey results codes:</u> Questionnaire completed = 1 Incomplete questionnaire = 2 School closed = 3 Refused = 4	_ _		_ _ / _ _ / _   _
		b. Supervisor		_ _		_ _ / _ _ / _   _
		c. Data Entrant		_ _		_ _ / _ _ / _   _

### Module 3: Principal Questionnaire


**Enumerator read aloud:** We would like to ask you a few questions about your background and experience with the school system. Your responses to the questions in this section and the other sections are confidential. Your supervisor, colleagues and teachers will not see your responses. In fact, the people who will look at your responses will not know your name or have any way to identify you.

<b>Section 1: Principal Background</b>				
<i>Enumerator: Let me ask you some questions about your background</i>				
<b>Question</b>		<b>Unit/Code</b>	<b>Response</b>	<b>Skips</b>
1.	What is your position in the school?	1 = Principal 2 = Deputy Principal 3 = Head teacher 4 = Subject head of department 99 = Other (specify)	_    _____	
2.	Which classes do you teach? <i>Enumerator: Please enter one number for each class taught, up to 4 classes</i>	Number (G1-G12) 98 = Pre-school 99 = Special needs 0 = None	_    _    _    _	
3.	What is the highest level of education that you have completed?	1 = Grade 6 complete 2 = Grade 9 complete 3 = Grade 12 complete 4 = Grade 14 complete 5 = University degree (bachelor) 6 = University degree (master) 7 = University degree (doctoral) 99 = Other (specify) 0 = None	_    _____	
4.	Have you completed teacher training college?	1 = Yes 2 = No	_	If 2=No → Skip to Q6
5.	What subject did you complete your teacher training in?	1 = Language - Dari 2 = Language - Pashtu 3 = Language - Uzbeki 4 = Mathematics 5 = Science 6 = Social science 7 = Islamic Studies 8 = Natural Science 9 = History 10 = Geography 11 = foreign language (English) 99 = Other (specify)	_    _____	

6.	What year did you begin <b>to teach?</b>	Year (e.g. 1995)	_      _      _      _	
7.	How many years have you work as a principal in this school?	Number	Years  _      _  Months  _      _	
8.	What year were you born in?	Year (e.g. 1960)	_      _      _      _	
9.	Were you born in this district?	1 = Yes 2 = No	_	
10.	Which ethnic group do you belong to?	1 = Pashtun 2 = Tajik 3 = Hazara 4 = Uzbek 5 = Aimaq 6 = Turkmen 7 = Baloch 8 = Nuristani 9 = Pashai 10 = Gujjar 11 = Pamiri 12 = Kyrgyz 99 = Other (specify)	_    _____	

<b>Section 2: Remuneration</b>				
<b>Question</b>		<b>Unit/Codes</b>	<b>Responses</b>	<b>Skips</b>
1.	How much is your monthly salary as a principal of this school (Including allowances)?	<i>In Afghan Afghani AFN</i>	_      _      _      _      _	
2.	How much did you actually receive last month?	<i>In Afghan Afghani AFN</i>	_      _      _      _      _	
3.	How many times have you encountered salary delays in the last school year?	<i>Enter Number (0-12)</i>	_      _	
4a.	→ <b>Warm Weather school only:</b> How many times have you encountered salary delays in this school year?	<i>Enter Number (0-12)</i>	_      _	
4.	Do you have any other unpaid claims? (Such as hardship pay, relocation allowance, etc.)  (Multiple responses are accepted, up to 4)  <b>Enumerator Note:</b> Read aloud the options if necessary (Probe)	1= None 2= Leave 3= Hardship pay 4= Relocation allowance 5= Salary delays 6= First appointment allowance 99= Other (specify)	_      _      _      _  _____	
5.	Have you received any additional sums above the salary, such as bonuses and prizes?	1=Yes 2=No	_	If 2=NO → Skip to <b>Q7</b>
6.	What have you received bonuses for?  (Multiple responses accepted, up to 4)  <b>Enumerator Note:</b> Read aloud the options if necessary (Probe)	1= Regular attendance 2 = Children performance in examination 3 = Parental praise 4 = Extra responsibility in school (Specify) 5 = Teaching subjects that have teacher shortage 99 = Other (Specify)	_      _      _      _  _____	If 4 → Specify
7.	From your earning as a principal, approximately, what percentage of your total monthly earning comes from your remuneration in this school? (including benefits, bonus, allowance)   <b>Enumerator Note:</b> Do not read the options out loud	1=Less than 10% 2=10% to 25% 3=26 to 50% 4=51% to 75% 5= 76% to 100% 6=Maximum 100%	_	

**Section 3: Principal Career Path****Enumerator:** Let me ask you some questions about your career path to become a principal

Question		Unit/Codes	Responses	Skips
1.	What year did you start working in the education sector?	Year (e.g. 1980)	_      _      _      _	
2.	What position did you start at?	1 = Principal 2 = Deputy Principal 3 = Head Teacher 4 = Subject department head 5 = Teacher 6 = Employee at the regional education office (non-teaching) 7 = Employee at the ministry of education (non-teaching) 8 = Non-teaching staff in a school 99 = Other (specify)	_    _____	
3.	Where was the location of your work?	Province name & code District name & code	_      _    _____  _      _    _____	
4.	Did somebody help you get this job?	1=Yes 2=No	_	If NO → Skip to Q6
5.	Who did help you?  <b>Enumerator Note:</b> Read aloud the options	1= A member of a teachers' union 2=A member of a political party 3=An employee at the Ministry of Education 4=An employee at a district office 5=An employee at the school 99=Other (to specify)	_    _____	
6.	After this first job on the education sector, what year did you change jobs?	Year (e.g. 1980)	_      _      _      _	

7.	What other positions did you have before becoming the principal and how long did you work at those position(s)? <b>🔊 Enumerator Note:</b> Read aloud the options if necessary	1 = Principal 2 = Deputy Principal 3 = Head Teacher 4 = Subject department head 5 = Teacher 6 = Employee at the regional education office (non-teaching) 7 = Employee at the ministry of education (non-teaching) 8 = Non-teaching staff in a school 99 = Other (specify)	Position 1  ____  _____ Years  ____  ____   Position 2  ____  _____ Years  ____  ____   Position 3  ____  _____ Years  ____  ____	
8.	What year did you become a principal?	Year (e.g. 2000)	____  ____  ____  ____	
9.	Where was the location of your work?	Province name & code District name & code	____  ____  _____  ____  ____  _____	
10.	In how many different schools did you work as the principal?	Number	____	If 1 → skip to <b>Section 4</b>
11.	Did you choose to transfer to this school?	1= Yes 2= No	____	
12.	What was the main reason for the transfer? <b>🔊 Enumerator Note:</b> Read aloud the options if necessary	1= Better salary 2= Safer location 3= Better weather 4= More responsibility 5= More autonomy 99= Other (to specify)	____  _____	

<b>Section 4: Principal professional Development and Time use</b>				
<b>Question</b>		<b>Unit/Codes</b>	<b>Responses</b>	<b>Skips</b>
1.	Have you ever received formal training on how to manage a school?	1=Yes 2= No	__	If No → skip to Q5
2.	Thinking about the longest training you received on school management, approximately how long did the training last?	1= Less than 1 day 2= Between 1 to 5 days 3= Between 1 to 4 weeks 4= Between 1 to 4 months 5= More than 4 months	__	
3.	When did you receive this training?	Year (e.g. 2010)	__  __  __  __	
4.	What was the <b>main</b> topic of the training? 🔊 <b>Enumerator Note:</b> read aloud the options	1= Financial skills: How to prepare a budget and how to manage the financial resources of the school. 2=Human resource management skills: e.g., how to motivate and support teachers, how to evaluate their performance 3=Communication skills: How to manage the relationship with the parents and the community 4=Administrative skills: How to report the data on the school, to whom, who to ask for materials needed for the school, teachers, etc. 99=Other (to specify)	__  _____	
5.	During a normal week, how many hours per day do you work on school related activities for this school (including teaching)?	Hours per day	__  __	
6.	Of those hours, how many hours per day do you spent actually teaching?	Hours per day	__  __	





<b>Section 5: Principal decision-making power</b>				
<b>Questions</b>		<b>Responses</b>		
		<b>A.</b>	<b>B.</b>	<b>C.</b>
1.	<p>Who has the power to decide on the following?</p> <p><i>[Instruction to enumerator: the purpose here is not to test whether the respondent knows the rules; the purpose is to find out how things “really happen.”]</i></p> <p>Make list / card with unit/code for enumerator to use with interviewee</p>	<p><b>Unit/Code</b></p> <p>1= MoES Central level  2= Provincial level  3= District level  4= Principal level  5= SMS (School Management Shura) level  6= Parent Association  7= Teachers  8= NGOs  9= Private sector  10= International organizations  99= Other (specify)</p> <p><b>Skip B→: If A=4 go to C</b></p>	<p><b>How important is your voice?</b></p> <p>1 =None  2 =A little  3 =A Lot</p>	<p><b>Have you had to deal with a case like this in this school?</b></p> <p>1= Yes  2= No</p>
	<b>Material and Infrastructure</b>			
1a	The purchase of school books	<input type="text"/>	<input type="text"/>	<input type="text"/>
1b	The purchase of equipment and school supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>
1c	Maintenance of school (roof, walls, furniture ...)	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<b>Government (civil servant) Teachers</b>			
1d	Teacher allocation to schools	<input type="text"/>	<input type="text"/>	<input type="text"/>
1e	Teacher allocation to grades in the school	<input type="text"/>	<input type="text"/>	<input type="text"/>
1f	Teacher promotion	<input type="text"/>	<input type="text"/>	<input type="text"/>
1g	Teacher transfers	<input type="text"/>	<input type="text"/>	<input type="text"/>
1h	Setting Teacher salary	<input type="text"/>	<input type="text"/>	<input type="text"/>
1i	The appointment of a teacher to participate in training	<input type="text"/>	<input type="text"/>	<input type="text"/>
1j	Disciplinary action against teachers	<input type="text"/>	<input type="text"/>	<input type="text"/>
1k	Hiring Non-teaching staff	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<b>Contract Teachers</b>			
1l	Teacher hiring/firing	<input type="text"/>	<input type="text"/>	<input type="text"/>
1m	Setting Teacher salary	<input type="text"/>	<input type="text"/>	<input type="text"/>

1n	The appointment of a teacher to participate in training			
	<b>School Budget</b>			
1o	Prepares your school's operating budget			
1p	Approves of your school's operating budget			
1q	Implements/executes your school's operating budget			
	<b>Non-Core Curricula</b>			
1r	Develops course content for non-core (local specialized) curriculum for your school			
1s	Determines which non-core courses are offered at your school			

### Section 6: School and Personnel Management


#### Identifying school strengths and weaknesses

Question	Unit/Codes	Responses	Skips
1. In your opinion, what are the three main constraints to improve student learning?   <b>Enumerator Note:</b> Do not read the options out loud. Multiple responses accepted. (3 options)	1= <b>Lack of</b> Availability of teaching material 2= <b>Lack of</b> Availability of administrative staff 3= Number of teachers 4=Teacher absence 5= Poor school infrastructure 6= Lack of equipment 7= Budget shortfall 8=Delays in teacher payment 9= Lack of autonomy 10= Student absenteeism 11= Lack of parental involvement 12= Accessibility to school 13= Teacher knowledge/pedagogy 14= No constraints 99= Other (specify)	            	
2. Here we have the following 6 activities teachers are sometime expected to do. In your opinion as the principal of school, can you please rank them from the most important to the least important in your view?	a. Being on time to school b. Maintain strict discipline in the class c. Improve student' score d. Help out in extra academic activities that the school face e. Teach students to be good citizens f. Have a positive relationship with other teachers	1.     2.     3.     4.     5.     6.	

3.	<p>Think about teachers in your school who are the best at increasing student learning. What specifically do these teachers do that makes them successful?</p> <p> <b>Enumerator Note:</b> Do not read the options out loud. Multiple responses accepted. (3 options)</p>	<p>1=Natural ability  2=Hard work  3=Positive thinking/Belief in students  4=High expectations of students  5=Teaching experience  6=Academic background  7=Good classroom management  8=Positive relationship with the students  9=Good curriculum  10=Good pedagogy  11=Good student assessment system (homework, informal quizzes, etc.)  99=Other (to specify)</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____  _____</p>	
4.	<p>As part of this survey we will assess teacher knowledge in mathematics and/or language. For each of the following teachers how do you think each of them will score in the assessment?</p> <p><i>Enumerator: Hand in the assessment to the teacher (part B, C and D) for the principal to see. Clarify that teacher will only be assessed in the subject matter, e.g. teacher that only teach math will only be assessed in math.</i></p>	<p>1=Greater than 80% of the score  2= Between 60% and 79%  3= Between 40% and 59%  4= Between 20% and 39%  5= Less than 19% of the score</p>	<p>1. _____ Teacher ID _____</p> <p>2. _____ Teacher ID _____</p> <p>3. _____ Teacher ID _____</p> <p>4. _____ Teacher ID _____</p> <p>5. _____ Teacher ID _____</p> <p>6. _____ Teacher ID _____</p> <p>7. _____ Teacher ID _____</p> <p>8. _____ Teacher ID _____</p> <p>9. _____ Teacher ID _____</p> <p>10. _____ Teacher ID _____</p>	
5.	<p>We know that teachers sometimes get sick or cannot come to the school. Out of all the teachers that work in this school, usually what percentage of them is absent from the school at any given day?</p>	<p>1=None  2=Between 1% and 10%  3=Between 11% and 20%  4= Between 21% and 30%  5= Between 31% and 40%  6= Between 41% and 50%  7=More than 50%</p>	<p>_____</p>	
6.	<p>If I asked the math teachers in this school to subtract double digit numbers (e.g. 57-49=?), what percentage of them would get the right answer?</p>	<p>1=All of them  2=Between 90% and 99%  3=Between 80% and 89%  4=Between 70% and 79%  5= Between 60% and 69%  6= Between 50% and 59%  7=Less than 50%</p>	<p>_____</p>	
7.	<p>If I asked 4th grade students in this school to add single digit numbers (e.g. 8+7=?), what percentage of them would get the right answer?</p>	<p>1=All of them  2=Between 90% and 99%  3=Between 80% and 89%  4=Between 70% and 79%  5= Between 60% and 69%  6= Between 50% and 59%  7=Less than 50%</p>	<p>_____</p>	


Teacher Training and Classroom Observation				
8.	How are new teachers trained/taught teaching practices in this school?	1=Formal training by outsiders 2=Formal in-house training 3=Informal mentoring 4=Informal discussions 5=No program currently exists 99=Other (specify)	<div style="text-align: center;"> <div>_____</div> <div>_____</div> <div>_____</div> </div>	
9.	In the last school year, what fraction of your teachers participated in some teacher training?  <b>Enumerator Note:</b> <i>For Warm Weather school only</i> please read" <u>During this school year</u> , what fraction of your teachers participated in some teacher training?"	Percentage	<div style="text-align: center;"> <div>_____  _____</div> <div>%</div> </div>	
10.	What are the factors do you consider when sending a teacher for training?  <b>⚠️ Enumerator Note:</b> Do not read aloud options. Multiple responses are possible.	1= Having an individual meeting to discuss their teaching 2 = Student discipline or classroom management 3= Examining the lesson plan 4= Examining the content of a particular lesson during a classroom observation 5= Examining the teaching methods (group work, participatory method, etc.) during a classroom observation 6= Examining interaction with students 7= Examining interaction with other teaching staff 8 = Student assessment results 9= Teacher attendance record 10=Parent assessment of the teacher 11= Age/Seniority 12= Subject of specialization 99=Other (to specify)	<div style="text-align: center;"> <div>_____</div> <div>_____</div> <div>_____</div> <div>_____</div> <div>_____</div> <div>_____</div> </div>	
Personnel Management				
11.	In the last school year, what percentage of teachers have you met with to evaluate their individual performance?  <b>Enumerator Note:</b> <i>For Warm Weather school only</i> please read" <u>During this school year</u> , what percentage of teachers have you met with to evaluate their individual performance?"	1=None 2=Less than a quarter 3=between 25% and half of them 4=between 51% and 75% 5= between 76% and 99% 6=All of them	<div style="text-align: center;"> <div>_____</div> </div>	If 1=None → skip to Q13




12.	<p>What instruments do you use to monitor and evaluate their performance?</p> <p>🔊 <b>Enumerator Note:</b> Do not read aloud options. Multiple responses are possible.</p>	<p>1= Having an individual meeting to discuss their teaching Student assessment results 2 = Student discipline or classroom management 3= Examining the lesson plan 4= Examining the content of a particular lesson during a classroom observation 5= Examining the teaching methods (group work, participatory method, etc.) during a classroom observation 6=Examining interaction with students 7=Examining interaction with other teaching staff 8= Student assessment results 9= Teacher attendance record 10=Parent assessment of the teacher 99=Other (to specify)</p>	<p>____ </p> <p>____ </p> <p>____ </p> <p>____ </p> <p>____ </p> <p>_____</p>	
13.	<p>If we asked teachers in this school how frequently do you conduct classroom observations for each of them, what they would tell us?</p>	<p>1= Once a week per teacher 2= Once a month per teacher 3= Once every 2-6 months per teacher 4= Once every 7-12 months per teacher 5= Irregularly, when I have a chance 6= Never</p>	<p>____ </p>	
14.	<p>Do you give feedback to teachers after observing them? If yes, how?</p> <p>🔊 <b>Enumerator Note:</b> Read aloud the options if necessary(probe)</p>	<p>1= I do not give any feedback 2= I give written feedback, shared in a meeting in my office or their classroom 3= I give only written feedback 4= I give informal feedback, verbally when I get the chance 99= Other (specify)</p>	<p>____ _____</p>	
15.	<p>What is the first course of action the school would take with teachers that are not performing well?</p>	<p>1= Issue a warning 2= Lodge a complaint with higher officials 3= Talk to teacher 99=Other (specify)</p>	<p>____ _____</p>	
16.	<p>During your time as principal of this school has there been a case of teacher dismissal? If yes, how many?</p>	<p>Number. If no dismissal, mark 0.</p>	<p>____ </p>	<p>If 0 → skip to <b>Section 7</b></p>
17.	<p>What was the year of the last dismissal?</p>	<p>Year (e.g. 2001)</p>	<p>____  ____  ____  ____ </p>	

18.	<p>What was the main reason for the dismissal?</p> <p> <b>Enumerator Note:</b> Read aloud the options</p>	<p>1=Frequently absent without authorization  2=Repeated unpunctuality  3=Beating pupils  4= Emotional abuse  5=Sexual misconduct  6=Corruption  7=Poor teaching  8=General misconduct at school (e.g. drinking alcohol, gambling, etc.)  9=Interfering with village/town politics  99= Other (specify)</p>	<p> _ </p>	
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### Section 7: Supervision Visits and Principal Evaluation

#### School Supervision

Question		Unit/Codes	Responses	Skips
1.	<p>During the last school year, did your school receive any supervision visits? If yes, how many?</p> <p><b>Enumerator Note:</b>  <b>For Warm Weather school only</b> please read" <u>During this school year</u>, have your school received any supervision visits? If yes, how many?"</p>	<p>Number of visits  If zero, enter "0"</p>	<p> _ </p>	<p>If Q1 is 0 → skip to Q6</p>
Enumerator: Let me ask you about your school's last supervision visit				
2.	What was the nature of supervision visit?	<p>1 = Pedagogical  2 = Administrative  3 = Content knowledge  99 = Other (Specify)</p>	<p> _ </p>	
3.	During the visit, what did the assessor(s) do:  (Enumerator: Read aloud the different items)			
3a	Meet with the Principal	<p>1=Yes  2=No  97 = Not Applicable  98=Don't know</p>	<p> _ </p>	
3b	Meet with teachers		<p> _ </p>	
3c	Meet with School Management Shura		<p> _ </p>	
3d	Meet with the heads of subject departments (committee)		<p> _ </p>	
3e	Meet with the parent association		<p> _ </p>	

3f	Meet with other (specify)		_____	
3g	Observe a class for at least 20 minutes		__	
3h	Check school attendance records		__	
3i	Check school financial records		__	
3j	Check school development plan		__	
3k	Check school facilities		__	
3l	Check school supplies/learning materials		__	
4.	Did the supervision visit result in recommendations?   <b>Enumerator Note:</b> If yes, ask to see recommendations (not necessarily a report)	1=Yes (observed report/written feedback) 2=Yes (not observed) 3=No	__	
5.	Have the recommendations been shared and discussed with school staff?	1= No 2= Yes, oral feedback 3=Yes, written feedback 4=Yes, oral and written feedback	__	
<b>Principal Evaluation</b>				
6.	During the last school year which authority evaluated your work?   <b>Enumerator Note:</b> Read aloud the options_if necessary	1= MoES Central level 2= Province 3= District Education Office 4= Heads of subject departments 5= Parent Association 6= No one evaluated my work 99= Other (specify)	__ _____	If 6=No one → skip to <b>Section 8</b>
7.	What specific aspects of your work did they evaluate you on?   <b>Enumerator Note:</b> Do not read aloud options. Multiple responses accepted.	1 = Teaching material availability 2 = Student discipline or classroom management 3= Teachers knowledge 4= Teaching methods 5=Teacher attendance 6= Student attendance 7=School facilities and equipment 8= Student assessment results 9=Parent assessment 99=Other (to specify)	__   __   __   __  _____	

<b>Section 8: Community Participation</b>				
<b>Question</b>		<b>Unit/Codes</b>	<b>Responses</b>	<b>Skips</b>
1.	Does the school have a School Management Shura (SMS)?	1=Yes 2=No	__	If No→skip to <b>Q6</b>
2.	How often do you meet with the Shura to discuss school matters?	1= Not at all 2=Weekly 3=Monthly 4=Quarterly 5=Half yearly 6=Yearly 7=No prescribed calendar 99=Other (specify)	__ _____	
3.	In the last meeting, what were the two main agenda items discussed?	1=Student performance 2=Student attendance 3=Teacher attendance 4 =Teacher performance 5=Grant utilization 6=School infrastructure 7=Dropouts 8= Security and safety against threats and attacks 99=Other (specify)	__  __ _____	
4.	Is there a system of how to follow up on decisions made at the meeting?	1=Yes 2=No	__	
5.	How useful do you feel these meetings are?	1=Useful 2=Not useful	__	
6.	Does the school have a Parent Teacher Association (PTA)?	1=Yes 2=No	__	If 2=No→ Skip to <b>Section 9</b>
7.	How often do you meet with the PTA to discuss school matters?	1= Not at all 2=Weekly 3=Monthly 4=Quarterly 5=Half yearly 6=Yearly 7=No prescribed calendar 99=Other (specify)	__ _____	



8.	In the last meeting, what were the two main agenda items discussed?	1=Student performance 2=Student attendance 3=Teacher attendance 4 =Teacher performance 5=Grant utilization 6=School infrastructure 7=Dropouts 8= Security and safety against threats and attacks 99=Other (specify)	_   _  _____	
9.	Is there a system of how to follow up on decisions made at the meeting?	1=Yes 2=No	_	
10.	How useful do you feel these meetings are?	1=Useful 2=Not useful	_	

Section 9: School Financing				
Question		Unit/Codes	Responses	Skips
1.	What was the total annual planned budget for the last school year?	Number (in AFN) 97=Not applicable	_                             AFN	
2.	How many times a year are you supposed to receive MoE transfers?	1 = Every two weeks 2 = Monthly 3 = Quarterly 4 = Semi-Annually 5 = Annually 99 = Other (specify) 97 = Not Applicable	_	
3.	In the last school year, how many separate MoE transfers were actually received?	Number of times 98 = Don't know 97=Not applicable	_	If 98=Don't know, Skip to Q5
4.	For the last school year, could you list the transfers actually received from MOE? Include transfers that arrived in any form (check, direct deposit, etc.). <b>Enumerator Note:</b> Check that the number of transfers in the table matches the number of transfers reported in Q3.			
	#	Date (DD/MM/YYYY)	a. Amount Received (Afghan AFN)	b. Purpose 1 = General Purpose 2 = Instruction Materials 3 = School lunches/feeding 4 = Not specified 5 = Other (specify)
				c. Was this transfer made on time? 1= Yes 2= No 98= Don't Know
	1			
	2			
	3			
	4			
5				

From which of the following governmental and non-governmental sources did this school receive financial support (in cash) in the last/this school year? Please provide the exact amounts, or provide an estimate of the amount if exact figures are not available. Do include any program-specific funds (e.g., Vulnerable Children grant) or unanticipated funds. Please do not include MoE grants.				
#	<b>a. Did this school receive any financial support in the last/this school year?</b> 1 = Yes 2 = No -> move to next source 98= Don't Know -> next source	<b>Amount (AFN)</b>		<b>c. Were these funds earmarked for particular purposes?</b> 1 = Yes 2 = No 98= Don't Know
<i>Government Sources</i>				
1	Local government/municipalities	__	__  __  __  __  __  __  __  __	__
2	Other government sources (specify)	__	__  __  __  __  __  __  __  __	__
<i>Non-Government Sources</i>				
3	Non-governmental organization	__	__  __  __  __  __  __  __  __	__
4	Private businesses	__	__  __  __  __  __  __  __  __	__
5	Parent(s)/community members	__	__  __  __  __  __  __  __  __	__
6	International organization (e.g. UN)	__	__  __  __  __  __  __  __  __	__
7	Faith-based charity/organization	__	__  __  __  __  __  __  __  __	__
8	Other (specify)	__	__  __  __  __  __  __  __  __	__
5.				
6.				

<b>In-kind/ Non-cash donations:</b> For each item listed below, please indicate whether and from whom the school received these items in the past 12 months:				
#	a. Did you receive this item from any source in the Last school year? 1 = Yes 2 = No -> move to next item 98 = Don't know-> move to next item	b. If so, what source(s) (please list up to 3) 1 = MoE 2 = Local government 3 = Other Government sources 4 = NGO 5 = Private businesses 6 = Parent(s)/community (Shura) members 7 = International org. 8 = Faith based charity/org. 9 = Other (specify)	c. Quantity received (number)	Estimated total value of all items (AFN)
1) Desks				
2) Books				
3) Paper/notebooks				
4) Pencils/pens/writing implements				
5) Chalk				
6) Sponges				
7) Black/chalk boards				
8) Electronic equipment/ICT				
9) Sports equipment				
10) Maps/posters/instructional materials for the walls				
11) Uniforms				
12) School lunches				
13) Take home lunches				
14) Sanitary pads				
15) Other (specify)				

School Fees and Expenses				
7.	Does the school have a bank account?	1=Yes 2=No	__	
8.	Does this school charge any tuition fees for grade 4?	1=Yes 2=No	__	If No=2 → Skip to Q13
9.	Are these fees required by the government?	1=Yes 2=No	__	
10.	Are disadvantaged students (socio-economically, ethnically, by gender, urban/rural) exempted from fees or receive discounts?  <b>Enumerator:</b> Read each option and mark the appropriate response.	1=Yes 2=No	a. They receive exemption from fees  __  b. They receive discounted fees  __	
11.	How much total revenue did you receive from school fees in the last school year?	Number (in AFN)	__  __  __  __  __  AFN	
12.	Are you able to spend the revenue from fees in any way you like?	1=Yes 2=No	__	
13.	Do you charge fees for anything other than for tuition? If yes, please tell us what for?  <b>Enumerator note:</b> if answered 'yes' please note down what the fees are charged for.	1=Yes 2=No	__ _____	

Module 3 Comments: