

HEI ID: HEI-Exempted-U-0643

Name of HEI: Galgotias University

Type of HEI: Private

Annual Report

OF

**CENTRE FOR INTERNAL QUALITY ASSURANCE
(CIQA)**

PROGRAMMES UNDER

ONLINE MODE

2024-2025



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Part – I: General Information

1.1 Date of notification of the Centre (attach a copy of the notification):

[Upload PDF](#)

1.2 Details of Director, CIQA

- Name: Prof.(Dr.) Narendra Mohan Mishra
- Qualification: PhD
- Appointment Letter and Joining Report: 1.2 Director CIQA

1.2 Details of CIQA Committee:

a. Composition as per Regulations

S.No.	Designation	Nominationas	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	Dr. K Malikharjuna Babu, Phd	Industrial Engineering	02.07.2024
b.	Three Senior teachers of HEI	Member 1	Dr. Sweta Dhand Suri, Phd	Management	02.07.2024
		Member 2	Mr. Ashok Kumar Dubey, M.Tech	Computer Engineering and Application	02.07.2024
		Member 3	Dr. Shraddha Srivastava	Economics	02.07.2024
c.	Head of three Departments or School of Studies From which programme is being offered in ODL and Online mode	Member 4	Dr. Jagannath Mohanty, Phd	Management	02.07.2024
		Member 5	Dr. Anuradha Parasara, Phd	Liberal Education	02.07.2024
		Member 6	Dr. Vineeta Khemchandani, Phd	Computer Engineering and Application	02.07.2024
d.	Two External Experts of ODLand/or Online Education	Member 7	Dr. Rakesh Kumar , Phd, State Council of Educational Research and Training, Govt of NCT, Delhi	Economics, Commerce and Management	02.07.2024
		Member 8	Dr. Abhishek Singh, Phd, BIT Mesra Ranchi	Accounting and Finance	02.07.2024



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e.	Officials from departments of HEI	Member 9 Administration	Dr. Nitin Kumar Gaur, Phd, Registrar		02.07.2024
		Member 10 Finance	Mr. Ashok Jha, Finance Officer	Finance and Accounts	02.07.2024
f.	Director, CIQA	Member Secretary	Dr. Narendra Mohan Mishra, Phd	Computer science & Engineering	17.12.2024



- b. Whether members mentioned at 'b' to 'e' changed every 2 years? (Y/N)
Yes

1.3 Number of meetings held and its approval:

a. No. of meetings held every year: Two

b. Meeting details:

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	12.09.2024	TWO	Attached-MOM	Approved
Meeting 2	25.03.2025	TWO	Attached-MOM	Approved

1.4 Number of programmes started at Certificate level as per Regulation 24 of UGC(ODL Programmes and Online Programmes) Regulations, 2020:

NA

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority (if required)	Number of students admitted (Male/Female/Trans-gender)			
								M	F	T G	Total
1.											
N.											

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.



1.5 Number of programmes started at Diploma level as per Regulation 24 of UGC(ODL Programmes and Online Programmes) Regulations, 2020:

NA

Sr. No.	Name of the Department	Diploma Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority(if required)	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.											
N.											

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.

1.6 Number of programmes started at Post Graduate Diploma level as per Commission Order:

NA

Sr. No.	Post Graduate Diploma Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1.										
N.										

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.

1.7 Number of programmes started at Undergraduate Degree Programmes as per Commission Order:

NA

TO BE EXTRACTED FROM WEBPORTAL

Sr. No.	Under - Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.



1.8 Number of programmes started at Post-graduate Degree Programmes as per Commission Order:

TO BE EXTRACTED FROM WEBPORTAL

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1	MBA	2 Years	101	Graduation	76200/-	F.NO 39-7/2022 (DEB II) Entitled- OL	108	23	0	131
2	MCA	2 Years	106	Graduation	84200/-	F.NO 39-7/2022 (DEB II) Entitled- OL	19	2	0	21
3	M.Com	2 Years	80	Graduation	50200/-	F.NO 39-7/2022 (DEB II) Entitled- OL	0	0	0	0
4	MA- Economics	2 Years	80	Graduation	40200/-	F.NO 39-7/2022 (DEB II) Entitled- OL	6	1	0	7
5	MA- English	2 Years	80	Graduation	40200/-	F.NO 39-7/2022 (DEB II) Entitled- OL	4	1	0	5

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.



Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA) Functioning

2.1 Action taken on the functions of CIQA:-

S.No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	<ol style="list-style-type: none"> The student section oversaw all admissions-related activities. The content development division monitored content as it was developed quadrant-wise. The Director's Office of the Center for Distance and Online Education (CDOE) monitored the academic services provided by the academic operation team. The Director-CDOE office follows and 	<p>Student Section 2.1.1.1</p> <p>Content development 2.1.1.2</p> <p>Academic Services 2.1.1.3</p>



		<p>monitors the asynchronous and synchronous schedules notified by the CDOE, as well as the academic calendar notified.</p> <p>4. The conduct of module examinations was monitored by the programme head. End semester examinations are monitored by the Central Exam Committee and COE of University.</p> <p>5. The grievance redressal committee monitored the grievance redressal mechanism of the CDOE.</p> <p>6. Induction programmes were conducted at the beginning of the semester for all newly enrolled learners.</p>	<p>2.1.1.4</p> <p>2.1.1.5</p> <p>2.1.1.6</p>
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		Annual meetings were held with all course coordinators. 7. Continuous mentorship was conducted by course mentors supported by head Mentor.	2.1.1.7
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	1. Governance and management 2. Quality assurance and improvement management 3. Engagement in Teaching and Learning 4. Administration of Students and Support Services 5. Resources for Learning Equipment and faculties	2.1.2.1 2.1.2.2 2.1.2.3 2.1.2.4 2.1.2.5
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	1. Leadership and Governance 2. Student Learning	2.1.3.1 2.1.3.2
4.	Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	Galgotias, like any other traditional university, offers programmes ranging from certificate to doctoral level. The university's academic programmes, like those of any other	2.1.4



		<p>university, are approved by its various statutory bodies and, when necessary, by the apex regulatory bodies. Academic programme design and development is governed by the university's enabling legislation and statutes. The procedure for creating academic programmes is outlined in the Standards for Achieving Excellence in the Design, Development, and Delivery of Online Programs. Based on the UGC (ODL and OL) Regulations 2020, we have recently revised its design and development guidelines for academic programmes. The first major undertaking of the CIQA was to prepare for UGC recognition of Galgotias University programmes in accordance with the UGC (ODL and OL) Regulations 2020. CIQA convened a series of meetings with all schools of studies to prepare programme project reports for the January 2024-25 batch of programmes. The format for</p>	
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		obtaining the quadrant-based content development strategy was designed by the centre, and data was collected from all schools of studies for all available programmes before being submitted to the Academic Council for approval.	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	feedback mechanisms were created for the following stakeholders: 1) Subject Matter Expert's Feedback 2) Learner's Feedback 3) Counsellor's Feedback 4) Faculty's Feedback 5) Mentor's Feedback	2.1.5



6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	CIQA made meetings with officers in each School, Centre, and Cell mandatory in order to monitor quality aspects and provide information for assessment. Meetings were held with the Registrar and Dean/Directors of all Schools and Centers, to keep them up to date on the latest developments in the Higher Education system.	
7.	Implementation of its recommendations through periodic Reviews	CIQA had established an Advisory Group to aid in advising and monitoring the quality assurance aspects. The Working Group held regular meetings throughout the year.	
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	<ol style="list-style-type: none"> 1. Workshop on content development in quadrant approach. 2. Workshop on creation of e-QB 	YES
9.	Developed and collated best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution	Participation in various quality development meeting and seminars outside the university.	NA



10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	All new academic programmes are developed based on a mandatory need assessment survey or study, from which the various programme parameters are derived.	YES
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	<ol style="list-style-type: none"> 1. According to UGC (ODL Programmes and OL Programmes) regulation 2020, a sample format was developed and distributed to the all stakeholders. 2. Before applying for and launching new programmes, all PPRs must comply with all statutory requirements. 	YES

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12.	Mechanism to ensure the proper implementation of Programme Project Reports	<p>For proper implementation, the Two-stage implementation has been developed:</p> <ol style="list-style-type: none"> 1. Program Proposal stage <ol style="list-style-type: none"> a. Development of concept note b. Conducting needs assessment research c. Preparation of a proposal including a financial feasibility study and a PPR d. BOS Approval of PPR and Academic Council Approval of PPR and Financial Feasibility Report 2. Program Development Phase <ol style="list-style-type: none"> a. Creation of team by delegating the roles of Program Coordinator and course coordinators. b. Course coordinators develop content accordance with the quadrant approach. 	
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		<ul style="list-style-type: none"> c. Completed content is sent for quality feedback from external experts under the guidance of CIQA office. d. The correction is made in response to feedback. e. Academic council approves the course content and COE allocates course code f. Submission of the PPR to the regulatory authority for approval. 	
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	Yet to Implement	
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	<ul style="list-style-type: none"> 1. Programs should be align with more projects based approach. 2. Programs should be oriented with Career linked approach 	



15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	Case-based implementation of synchronous sessions.	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	Yet to start	
17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit	Yet to start	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	Director-CDOE and Director- CIQA conducts meeting on monthly basis and update on the commission orders, meeting updates, guidelines etc.	2.1.18



19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	Director-CDOE and Director- CIQA attends the various seminar, conferences and meeting organized by DEB and other institutions.	YES
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	MOM attached	
21.	(a) Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	End semester exam starts from 18.07.2025. Reports will be generated after commencement of ETE	2.1.21
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	First CIQA report Submission is in process	
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and Processes	The CIQA report is prepared and submitted to Academic Council for review, feedback and approval	
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory bodies of the HEI for its different academic Programmes	Yes	



24.	Promoted automation of learner support services of the Higher Educational Institution	Yes	
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	Yes. A third party annual audit is planned but yet to be conducted.	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	Work-in-progress	
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	Yes	
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	Yes	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	Yes	

2.2 Compliance of Quality Monitoring Mechanism – As per Annexure-I (Part V (2)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
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1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	YES	
2.	Articulation of Higher Educational Institution Objectives		
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	YES	
4.	Programme Monitoring and Review	YES	2.2.4
5.	Infrastructure Resources		2.2.5
6.	Learning Environment and Learner Support		2.2.6
7.	Assessment and Evaluation		
8.	Teaching Quality and Staff Development		

2.3 Compliance of Process of Internal Quality Audit – As per Annexure-I (Part V (3)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
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1.	Academic Planning	Director-CDOE consultation with faculty council makes Academic calendar and day order sheet for proper academic planning	
2.	Validation	Director-CIQA validates the document	
3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Examination Centres b. External Auditor or other External Agencies report c. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels d. Reporting and Analytics by the Higher Educational Institution e. Periodic Review	Examination system of online programme is monitored, evaluated and enhancement plan is done by COE of University.	



Part – III: Human Resources and Infrastructural Requirements**3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University) - Regular, full time, atleast Associate Professor**

Or

Name and details of Head for each school (for Open University) - Full time dedicated, not below the rank of an Associate Professor

Prof.(Dr.) Santosh Jha

Director-CDOE

Regular Employee

PhD, MBA

3.2 Name and details of Deputy Director of Centre for Distance and Online Education (Dual Mode University) - Full time or contractual basis, atleast Associate Professor

Or

Name and details of Deputy Director of Centre of Online Education - Full time or contractual basis, not below the rank of an Associate Professor

Dr. Aanjay Mani Tripathi

Regular Employee

PhD, M.Tech

3.3 Name and details of Assistant Director of Centre for Distance and Online Education (Dual Mode University) - Full time or contractual basis, not below the rank of an Assistant Professor

Or



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Type of HEI: Private

Name and details of Assistant Director of Centre of Online Education - Full time or contractual basis, not below the rank of an Assistant Professor

Dr. Sweta Dhand Suri

Regular Employee

PhD, MBA



3.4 Compliance status in respect of Human Resource – As per Annexure – IV of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention compliance details against the requirements in terms of Staffing norms, as mentioned in the Annexure-IV of the Regulations. In addition, the faculty details shall be provided in the following format:

Attached 3.4

i. Programme name:

a. Programme Coordinator

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Dr. Mansi Batra Kwatra, Assistant Professor	PHD, MBA	4 years	Regular	08.04.24
2	Dr. Pankhuri Rathore, Assistant Professor	PHD, MA-English	2.5 years	Regular	02.02.24
3	Dr. Atul Pandey, Assistant Professor	Ph.D (pursuing), MTech, BTech	6 years	Regular	03.01.25
4	Ms. Sheereen Zaman, Assistant Professor	M.A (Economics) UGC -NET	7 Years	Regular	22-04-24
5	Ms. Nazia Hasan, Assistant Professor	M.Phil, M.Com	7 years	Regular	21.05.24

b. Course Coordinator

S. No.	Course name	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
MBA						
1	Accounting for Managers	Ms. Nazia Hasan, Assistant Professor	M.Phil, M.Com	07 Years	Regular	21.05.24



2	Organizational Behaviour	Dr. Mansi Batra Kawatra, Assistant Professor	Ph.D, MCOM, BEd	04 Years	Regular	08.04.24
3	Business Statistics for Decision Making	Ms. Nitika Khanna, Assistant Professor	MA, BED, Ph.D (pursuing)	06 Years	Regular	08.04.24
4	Legal Aspects of Business	Mr. Gagandeep Singh, Assistant Professor	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24
5	Excel Skills for Business	Ms. Nazia Hasan, Assistant Professor	M.Phil, M.Com	07 Years	Regular	21.05.24
6	Managerial Economics	Mr. Gaurav Agarwal, Assistant Professor	M.A(Tourism), M.A (Economics), PGDM, UGC - NET	23 Years	Regular	20-01-25
7	Business Ethics and CSR	Dr. Akanksha Yadav, Assistant Professor	Ph.D, MA	1.5 years	Regular	16.01.24
8	Introduction to Business Analytics	Dr. Baljit Kaur, Assistant Professor	Post Doc, Ph.D, MCOM, JRF awrded	8.5 years	Regular	10.02.25
9	Corporate Finance	Dr. Gopal Bihari Saraswat	Ph. D. , MBA, MCom and UGC net in Commerce	17 years	Regular	02.05.25
10	Human Resource Management	Dr. Monika Sharma, Assistant Professor	Ph.D. M.Phil, MBA, BCA	15 years	Regular	02.01.25
11	Business Research Method	Dr. Gopal Bihari Sara swat, Associate Professor	Ph.D , MBA, MCom and UGC net in Commerce	17 years	Regular	02.05.25
12	Operations and Supply Chain Management	Dr. N M Mishra, Professor	Ph.D, MBA, MS in Physics	25 years	Regular	17.12.24
13	Management Information Systems & ERP	Dr. Baljit Kaur, Assistant Professor	Post Doc, Ph.D, MCOM, JRF awrded	8.5 years	Regular	10.02.25
14	Entrepreneurship	Mr. Gagandeep Singh, Assistant Professor	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24
15	Business Communication	Mr. Febin Vijay, Assistant Professor	PhD submitted, UGC-NET JRF MA English	Fresher	Regular	02.01.25
16	International Business	Dr. Mansi Batra Kawatra,	Ph.D, MCOM, BEd	04 Years	Regular	08.04.24



		Assistant Professor				
17	Design Thinking for Innovation	Dr. Santosh Jha, Professor	Ph.D, MBA	25 years	Regular	08.10.23
18	Operations Research	Ms. Nazia Hasan, Assistant Professor	M.Phil, M.Com	07 Years	Regular	21.05.24
MCA						
19	Introduction to Information Technology	Ms. Meenu sharma, Assistant Professor	Ph.D (pursuing), Mtech, BTech	9 years	Regular	21.11.24
20	Fundamentals of Digital Computers	Ms. Meenu sharma, Assistant Professor	Ph.D (pursuing), MTech, BTech	9 years	Regular	21.11.24
21	Problem Solving and Computer Programming	Mr. Ashok Kumar Dubey, Assistant Professor	MTech, BTech	19 years	Regular	16.01.24
22	Discrete Mathematics	Mr. Ashok Kumar Dubey	MTech, BTech	19 years	Regular	16.01.24
23	Operating System with Linux	Mr. Arjun Kumar Singh, Assistant Professor	Ph.D (pursuing), MTech-CSE, MCA	25 years	Regular	02.01.25
24	Database Management System	Mr. Arjun Kumar Singh, Assistant Professor	Ph.D (pursuing), MTech-CSE, MCA	25 years	Regular	02.01.25
25	Data Communication & Networking	Ms. Rituparna Sharma, Assistant Professor	MTech, BTech	04 Years	Regular	08.01.25
26	English proficiency and Aptitude Building -1	Mr. Kunal Kashyap + Ms. Nitika Khanna, Assistant Professor	MA, BED, Ph.D (pursuing)	06 Years	Regular	08.04.24
27	Probability for Data Science	Ms. Nitika Khanna, Assistant Professor	MA, BED, Ph.D (pursuing)	06 Years	Regular	08.04.24
28	Cryptography and Network Security	Mr. Atul Pandey, Assistant Professor	Ph.D (pursuing), MTech, BTech	06 years	Regular	03.01.25
29	Cloud Computing	Ms. Meenu Sharma, Assistant Professor	Ph.D (pursuing), Mtech, BTech	9 years	Regular	21.11.24

30	Java Script	Ms. Ankita Kirti, Assistant Professor	MTech, BTech	04 years	Regular	18.01.25
31	Object Oriented Programming with Java	Ms. Ankita Kirti, Assistant Professor	MTech, BTech	04 years	Regular	18.01.25
32	Software Engineering and Testing	Mr. Ashok Kumar Dubey, Assistant Professor	MTech, BTech	19 years	Regular	16.01.24
33	Programming with Python	Ms. Priyanka Agarwal, Assistant Professor	MTech, BTech	04 Years	Regular	01.04.24
34	Data structure	Mr. Ashok Kumar Dubey, Assistant Professor	MTech, BTech	19 years	Regular	16.01.24
35	Web Technologies	Ms. Meenu Sharma	Ph.D (pursuing), Mtech, BTech	9 years	Regular	21.11.24
36	English Proficiency and Aptitude Building - 2	Ms. Pankhuri Rathore and Ms. Nitika Khanna, Assistant Professor	PhD, UGC NET, MA English	2.5 years	Regular	02.02.25
37	Machine learning	Ms. Meenu Sharma, Assistant Professor	Ph.D (pursuing), Mtech, BTech	9 years	Regular	21.11.24
38	Security Threats and Trends	Ms. Ankita Kirti, Assistant Professor	MTech, BTech	06 years	Regular	16.01.25
39	Cloud Organization & Architecture	Mr. Atul Kumar Pandey, Assistant Professor	Ph.D (pursuing), MTech, BTech	06 years	Regular	03.01.25
MA- ECONOMICS						
40	Advanced Microeconomics	Ms. Varsha- Assistant Professor	M.A (Economics) UGC -NET	2+Years	Regular	15-01-25
41	Advanced Macro Economics	Ms. Sheereen Zaman- Assistant Professor	M.A (Economics) UGC -NET	7+ Years	Regular	22-04-24
42	Statistics	Mr. Gaurav Agarwal- Assistant Professor	M.A(Tourism), M.A (Economics), PGDM, UGC - NET	23+Years	Regular	20-01-25
43	Mathematical Economics	Ms. Varsha- Assistant	M.A (Economics)	2+Years	Regular	15-01-25



		Professor	UGC -NET			
44	Indian Economy	Mr. Gaurav Agarwal- Assistant Professor	M.A(Tourism), M.A (Economics), PGDM, UGC - NET	23+Years	Regular	20-01-25
45	Growth and Development Economics	Ms. Sheereen Zaman- Assistant Professor	M.A (Economics) UGC -NET	7+ Years	Regular	22-04-24
46	Research Methodology in Economics	Dr. Gopal Bihari Saraswat- Associate Professor	Phd,MBA,M.com, UGC- NET	17+Years	Regular	02.05.25
47	Econometrics	Ms. Varsha- Assistant Professor	M.A (Economics) UGC -NET	2+Years	Regular	15-01-25
MA- English						
48	British Literature I	Mr. Febin Vijay, Assistant Professor	PhD submitted, UGC-NET JRF MA English	Fresher	Regular	02.01.25
49	British Literature II	Dr. Pankhuri Rathore, Assistant Professor	PhD, UGC NET, MA English	2.5 years	Regular	02.02.24
50	Critical Approaches -1 (Aristotle to New Criticism)	Mr. Febin Vijay, Assistant Professor	PhD submitted, UGC-NET JRF MA English	Fresher	Regular	02.01.25
51	Phonetics and Spoken English	Dr. Pankhuri Rathore, Assistant Professor	PhD, UGC NET, MA English	2.5 years	Regular	02.02.24
52	The Study of Language	Mr. Kishor Kunal Kashyap, Assistant Professor	PhD pursuing, UGC NET, MA English	3 years	Regular	27.03.25
53	Advanced Grammar	Mr. Kishor Kunal Kashyap, Assistant Professor	PhD pursuing, UGC NET, MA English	3 years	Regular	27.03.25
54	British Literature III	Dr. Pankhuri Rathore, Assistant Professor	PhD, UGC NET, MA English	2.5 years	Regular	02.02.24
55	Twentieth Century American Literature	Mr. Febin Vijay, Assistant Professor	PhD submitted, UGC-NET JRF MA English	Fresher	Regular	02.01.25
56	Critical Approaches – II (Modern Critical	Mr. Febin Vijay, Assistant Professor	PhD pursuing, UGC NET, MA English	Fresher	Regular	02.01.25



	Theories)					
57	Research Methods and Methodology	Dr. Pankhuri Rathore, Assistant Professor	PhD, UGC NET, MA English	2.5 years	Regular	02.02.24
MCOM						
58	Business Statistics	Ms. Nitika Khanna, Assistant Professor	M.A. Mathematics, B.Ed., Ph.D. in Mathematics (Pursuing)	06 Years	Regular	08.04.24
59	Advanced Management Accounting	Ms. Nazia Hasan, Assistant Professor	M.Phil, M.Com	07 Years	Regular	21.05.24
60	Operations Research	Ms. Nitika Khanna, Assistant Professor	M.A. Mathematics, B.Ed., Ph.D. in Mathematics (Pursuing)	06 Years	Regular	08.04.24
61	Advanced Financial Management and Policy	Mr. Gagandeep Singh, Assistant Professor	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24
66	Financial Derivative	Dr. Gopal Bihari Saraswat, Assistant Professor	Ph. D. , MBA, MCom and UGC net in Commerce	17 years	Regular	02.05.25
67	Managerial Economics	Mr. Gaurav Agarwal, Assistant Professor	M.A(Tourism), M.A (Economics), PGDM, UGC - NET	23 Years	Regular	20-01-25
68	Organizational Behaviour	Dr. Mansi Batra Kawatra, Assistant Professor	PHD, MBA	4 years	Regular	08.04.24
69	Information Technology for Manager	Dr. Baljit Kaur, Assistant Professor	Post Doc, Ph.D, MCOM, JRF awrded	8.5 years	Regular	10.02.25
70	Marketing Management	Dr. Baljit Kaur, Assistant Professor	Post Doc, Ph.D, MCOM, JRF awrded	8.5 years	Regular	10.02.25
71	Fintech	Dr. Baljit Kaur, Assistant Professor	Post Doc, Ph.D, MCOM, JRF awrded	8.5 years	Regular	10.02.25
72	Forensic Accounting and Fraud Examination	Mr. Gagandeep Singh	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24

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Name of HEI: Galgotias University

Type of HEI: Private

73	Security Analysis and Portfolio Management	Ms. Nazia Hasan	M.Phil, M.Com	07 Years	Regular	21.05.24
74	International Financial Management	Mr. Gagandeep Singh	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24
75	Ethics, Corporate Governance and Sustainability	Dr. Gaurav Agarwal	M.A(Tourism), M.A (Economics), PGDM, UGC - NET	23 Years	Regular	20-01-25
76	Financial Institutions and Markets	Ms. Sheeren Zamaan	M.A (Economics) UGC -NET	7 Years	Regular	22-04-24
77	International Business	Dr. Mansi Batra Kawatra	PHD, MBA	4 years	Regular	08.04.24
78	Financial Planning	Mr. Gagandeep Singh	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24
79	Income Tax	Mr. Gagandeep Singh	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24
80	Strategic Cost Analysis and Performance Evaluation	Ms. Nazia Hasan	M.Phil, M.Com	07 Years	Regular	21.05.24
81	Blockchain and Crypto Currencies	Ms. Nitika Khanna / Dr. N.M. Mishra	M.A. Mathematics, B.Ed., Ph.D. in Mathematics (Pursuing)	06 Years	Regular	08.04.24
82	Forensic Accounting and Fraud Examination	Mr. Gagandeep Singh	MCOM, PGDBA, Ph.D (pursuing)	06 Years	Regular	08.04.24

Course mentor

S. No.	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ Regular	Date of joining programme
1	Dr. Jaya Raghuveer Bhamidipati	MBBS, Pursuing Ph.D	11 Years	Regular	02.12.24

Any other details



3.5 Details of Administrative staff**a. Number of Administrative staff available exclusively for Online programmes**

Admin Staff	Required	Available
Deputy Registrar	1	1
Assistant Registrar	1	1
Section Officer	1	1
Assistants	3 (2 for DM Universities)	3
Computer Operator	2	2
Multi Tasking Staff	2	2

(Attached – 3.5(a))

b. Number and details of Technical Support for Online Programmes as per Annexure -IV:**i. Technical Team for Development of e-Content as Self-Learning e- Modules:**

Post	Required	Available
Technical Manager (Production)	1	1
Technical Associate (Audio-Video recording and editing)	1	1
Technical Assistant (Audio-Video recording)	1	1
Technical Assistant (Audio-	1	1



Video editing)		
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ii. For Delivery of Online Programmes:

Post	Required	Available
Technical Manager (LMS and Data Management)	1 (per Centre)	1
Technical Assistant (LMS and Data Management)	2	2

iii. For Admission and Examination for Online mode:

Post	Required	Available
Technical Manager (Admission, Examination and Result)	1 (per Centre)	1
Technical Assistant (Admission, Examination and Result)	2	2

(Attached- 3.5 (b))



Part – IV: Examinations

4.1 Information of formative and summative assessments/examinations conducted with the actions taken to ensure sanctity of examinations:

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced	Yes	
2.	For ensuring transparency and credibility, the full time faculty of the Online mode Higher Educational Institutions or qualified faculty from University Grants Commission recognised Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	Yes	
3.	A Higher Educational Institution offering programme through Online mode shall conduct examinations either using Computer based test or pen and paper test in a proctored environment in designated test centre with all the security arrangements ensuring transparency and credibility of the examinations. It can also conduct online examination through technology mediated proctoring.	Yes	
4.	The examination center must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	Yes	
5.	The number of examination centres in a city or		

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
	State must be proportionate to the student enrolment from the region	Yes	
6.	Building and grounds of the examination centre must be clean and in good condition.	Yes	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	Yes	
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	Yes	
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	Yes	
10.	Safety and security of the examination centre must be ensured	Yes	
11.	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	Yes	
12.	Provision of drinking water must be made for learners	Yes	
13.	Adequate parking must be available near the examination centre	Yes	
14.	Facilities for Persons with Disabilities should be available	Yes	

4.2 Compliance of facilities required for the conduct of Online examination for online programmes- NA

S.	Provisions in Regulations	Whether	If No,
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No.		being complied Yes/No If yes, please provide details and upload relevant documents	Reason thereof
1.	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) of Annexure II)		
2.	Requirement of proctors (as mentioned in provision II (B)(13)(ii) of Annexure II)		
3.	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) of Annexure II)		
4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)		

4.3 Compliance status of 'Evaluation' and 'Certification' – As per Regulations 15 and 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	YES	
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of	Yes	4.3



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Name of HEI: Galgotias University

Type of HEI: Private

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	learners enrolled through Online mode and their certification.		
3.	<p>The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination:</p> <p>Provided that no semester or year-end examination shall be held unless:</p> <p>i) The Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted;</p> <p>ii) For Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination.</p>	YES	
4.	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through online mode shall be evolved by adopting same standards as being followed in conventional	YES	



S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	mode/ODL mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities		
5.	The weightage for different components of assessments for Online mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.	YES	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	YES	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	YES	
8.	A Higher Educational Institution offering a Programme in Online mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure	YES	



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Name of HEI: Galgotias University

Type of HEI: Private

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	that no part of the syllabus is left out of study by a learner.		
9.	The examination of the programmes in Online mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	NO	Remote proctored based examination
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	NO	Remote proctored based examination
	(b) Availability of biometric system	NO	Remote proctored based examination
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners and Passports for International learners	NO	Remote proctored based examination
	(d) In case of non-availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular incharge of examination	NO	Remote proctored based examination



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Name of HEI: Galgotias University

Type of HEI: Private

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	centre to the Higher Educational Institution		
11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	NO	Remote proctored based examination
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	NO	Remote proctored based examination
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	NO	Remote proctored based examination
13.	An Higher Educational Institution offering programme through Online mode shall conduct examinations either using technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination and in conformity with any other norms for such examination as may be laid down by the Commission	YES	
14.	As restriction of territorial jurisdiction is not applicable for Online learning, such Higher Educational Institutions which are recognised to enroll international learners shall endeavour to conduct proctored		




HEI ID: HEI-Exempted-U-0643

Name of HEI: Galgotias University

Type of HEI: Private

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	examinations for such learners		
15.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Online mode shall be assigned a unique identification number and shall have <ul style="list-style-type: none"> i. Photograph ii. Aadhaar number or other government recognised identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name. 	YES	
	(b) Each award shall also be uploaded on the National Academic Depository		
16.	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Examination Centres	YES	4.3.16

4.4 Result and Student Progression

For UG, PG and PGD programmes



HEI ID: HEI-Exempted-U-0643

Name of HEI: Galgotias University

Type of HEI: Private

Semester beginning	Programme name	No. of students admitted	No. of students appeared in exams	No. of students progressed to next year(Student appeared for 1st semester Only)	% of students passed	% of students passed in first class
2 nd January 2025	MBA	131	131		Result in Process	
	MCA	21	21		Result in Process	
	MCOM	0	0	0	0	0
	MA-Economics	7	7		Result in Process	
	MA-English	5	5		Result in Process	



Part – V: Programme Project Report (PPR) and e-Learning Material (e-LM)

5.1 Compliance status of 'Guidelines on Programme Project Report' – As per Annexure - V of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed to ensure that PPRs are prepared as per the guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

Uploaded.

1. 5.1(a) MBA
2. 5.1(b)MCA
3. 5.1(c)MCOM
4. 5.1(d)MA-Economics
5. 5.1(e)MA-English

5.2 Compliance status of 'Quality Assurance Guidelines of Learning Material In Multiple Media And Curriculum And Pedagogy' – As per Annexure - VI of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention compliance details against the requirements in terms of learning material (Print Media), Audio-Video Material, Online Material, Computer-based material and Curriculum and Pedagogy, as mentioned in the Annexure-VI of the Regulations for ODL programmes.

Uploaded

5.2

5.3 Compliance status in respect of e-Learning Material– As per Annexure - VII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed to ensure that SLMs are prepared as per the guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

5.3

Academic Council document dated 12.01.2024 attached



Part – VI: Programme Delivery through Learning Platform

6.1 Details of Learning Platform

Please provide link and details of Learning Platform opted by HEI.

- In case of SWAYAM Learning Platform, In case of SWAYAM Learning Platform, details of HEI having access to SWAYAM for the proposed programmes of study (with respective link), duly approved by the statutory bodies of the Higher Educational Institution empowered to decide on academic matters, for - Learner Authentication, Learner Registration, Payment Gateway and Learning Management System

NA

- In case of Non-SWAYAM Learning Platform, evidence to ensure that it is not used in any franchise arrangement with a private service provider and HEI has the ownership of offering Online programmes including all the required components of Online education and compliance to all the provisions of the regulations

LMS is developed in house.

6.2 Compliance status in respect of the Programme delivery

HEI shall mention mechanism followed to ensure the learner's participation at least for two hours every fortnight as per provision 13 (C) (5) of the Regulations, 2020. Further, details of the norms followed by HEI for delivery of courses in Online mode in Teaching- Learning scheme (as per table 3, Annexure – VII)

All the norms are followed. The semester wise- day wise delivery plan is attached.

6.2(a)

6.2(b)

6.3 Whether e-learning material of any course in a particular programme was sourced through OER/ Massive Open Online Courses: Y/N

a. Provide details as under:

S. No.	Programme Name	Courses allowed through OER/	Name of Platform	Name of HEI offering the course (if any)	Duration of the Course	No. of Credits assigned to the	Percentage of total courses in a particular programme in
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[Circular stamp: Galgotias University, Uttar Pradesh]

HEI ID: HEI-Exempted-U-0643

Name of HEI: Galgotias University

Type of HEI: Private

		MOOC				Course	a semester (Semester
							wise programmes wise)
NA	NA	NA	NA	NA	NA	NA	NA

b. Upload approval of statutory authorities of the Higher Educational Institution:

Upload



Part – VII: Self Regulation through disclosures, declarations and reports

7.1 Compliance status of Regulations 9 of UGC (ODL Programmes and Online Programmes) Regulations, 2020 – Self-regulation through disclosures, declarations and reports

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	Yes	
Uploading of the following on HEI website (https://galgotiasonline.edu.in/)			
2.	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Online mode	Yes	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes	
4.	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	Yes	
5.	Programme-wise information on syllabus, suggested readings, contact points for	Yes	

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Type of HEI: Private

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, their working hours and mentoring (for Online mode) Schedule		
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes	
7.	Detailed strategy plan related to Online programme delivery, if any including learning materials offered through Online and learner assessment system and quality assurance practices of Online learning programmes	Yes	
8.	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Online programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Yes	
9.	Information regarding all the programmes recognised by the Commission	Yes	




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S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
10.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes (to be uploaded on website)	
11.	Complete information about 'e-Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Online Programmes;	Yes	
12.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Online Programmes	Yes	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Online programmes	NA	
14.	Details of proctored examination in case of end semester examination or term end examination of Online programmes	Yes	
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc	Yes	
16.	Reports of the third party academic audit to be undertaken every five years and internal	Yes	




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Name of HEI: Galgotias University

Type of HEI: Private

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
	academic audit every year by Centre for Internal Quality Assurance		





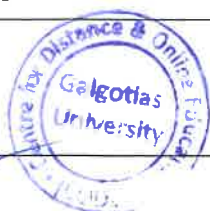

Part – VIII: Admission and Fees**8.1 Compliance status of 'Admissions and Fees' – As per Regulations 14 of UGC (ODL Programmes and Online Programmes) Regulations, 2020**

S.No.	Provision	Whether being complied Yes/No
1.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in online mode, shall render the enrolment invalid	Yes
2.	A Higher Educational Institution shall, for admission in respect of any programme in online mode, accept payment towards admission fee and other fees and charges- (a) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the Higher Educational Institutions; (b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions; (c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	Yes
3.	It shall be mandatory for the Higher Educational Institution to upload the details of all kind of payment or fee paid by the learners on the website of the Higher Educational Institution.	Yes
4.	The fee waiver and/or scholarship schemes for Scheduled Caste, Scheduled Tribe, Persons with Disabilities category of learners and students from deprived section of society shall be in accordance with	Yes




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	<p>the instructions or orders issued by Central Government or State Government:</p> <p>Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, and shall provide for equity and access to all deserving learners</p>	
5.	Admission of learners to a Higher Educational Institution for a programme in Online mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners	Yes
6.	<p>Every Higher Educational Institution shall–</p> <p>(a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner;</p> <p>(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;</p> <p>(c) exhibit such records as permissible under law on its website; and</p> <p>(d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.</p>	Yes
7.	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Online mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to	



	such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '8(a)' to '8(k)' below	
8. (a)	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in online mode, and the other terms and conditions of such payment	Yes
8. (b)	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
8. (c)	The number of seats approved in respect of each programme of online mode, which shall be in consonance with the resources	Yes
8. (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	Yes
8. (e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for	Yes




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	admission to each programme of study and the amount of fee to be paid for the admission test	
8. (g)	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or contractual basis or any other	Yes
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	No
8. (i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	Yes
8. (j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	Yes
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned	Yes





	in the Commission Order	
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	Yes
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Online mode offered by a Higher Education Institution	Yes
12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution	Yes
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in online mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher	Yes



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	Educational Institution	
14.	<p>No Higher Educational Institution shall, issue or publish-</p> <p>(a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised;</p> <p>(b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading</p>	Yes

8.2 Whether Higher Educational Institution provided the details of all International learners enrolled immediately after the beginning of the academic session to the Ministry of External Affairs, Ministry of Education and University Grants Commission: No international Student enrolled
If No, reason thereof:



Part – IX: Grievance Redressal Mechanism

9.1 Compliance status of 'Grievance Redressal Mechanism' – As per Annexure - X of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the mechanism put into place along with brief details of grievances received and actions taken thereof. Also mention that how the learners have been made aware about this mechanism.

The grievance Redressal mechanism is followed through notified grievance redressal committee.

9.1

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
0	0

9.3 Complaint Handling Mechanism

HEI shall mention the mechanism adopted for Complaint Handling Mechanism as per Regulations. Also, mention details of Nodal Officers.

As per regulation three tier complain handling mechanism is in place (Document attached). 9.3 **Nodel Officer**

Mr. Ashok Kumar Dubey
Assistant Professor
CDOE

9.4 Details of Complaints received from UGC (DEB)

Numbers of Complaint Received	Numbers of Complaint Resolved	Whether Complaint was resolved within stipulated time i.e. 60 days? (yes/No)
0	0	0



Part – X: Innovative and Best Practices**10.1 Innovations introduced during academic year**

NA

10.2 Best Practices of the HEI

1. Thought Leadership 2. Student innovation 3. Industry-Academia Connect

10.3 Details of Job Fairs conducted by the HEI

NA

10.4 Success Stories of students of Online mode of the HEI

NA

10.5 Initiatives taken towards conversion of e-LM into Regional Languages

Faculty Identification initiated.

10.6 Number of students placed through Campus Placements

NA

10.7 Details of Alumni Cell and its activity

Alumni Cell created, however, 2024-25 was the first session, hence, no alumni

10.8 Any other Information

NO



DECLARATION

I hereby declare that the information given above and in the enclosed documents is true, correct and nothing material has been concealed therein. In case information provided is found to be contrary to the fact, it will result in cancellation of recognition to offer ODL programmes, along with initiation of action as per provision of the UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.

**Signature of the Director:****Name: Dr. Narendra Mohan Mishra****Seal:****Date:** 14-08-2025**Signature of the Registrar:****Name: Dr. Nitin Kumar Gaur****Seal:****Date:**

Note: Kindly take the print out of dully filled CIQA report and submit it to UGC DEB office (after getting it approved by Statutory Authorities of the HEI) and upload the same on HEI's website also. Please refer provisions regarding CIQA mentioned in UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.

