

Himachal Pradesh University

Centre for Internal Quality Assurance Assessment (2018-19)

A. Summary

Assessment	Total Marks	Marks Obtained
System Assessment	77	59.57
Expert Assessment	323	170.5
Total	400	230.07

B. Criteria-wise Marks

Sr No.	Domain	Marks	Percentage
1	LSC	31 out of 40	7.75 % out of 10%
2	Faculty	62.5 out of 80	15.62 % out of 20%
3	SLM + PPR	7 out of 60	1.75 % out of 15%
4	Website Info	20 out of 40	5 % out of 10%
5	CIQA functioning	20 out of 40	5 % out of 10%
6	Examination	45.57 out of 80	11.39 % out of 20%
7	Innovative Practices	10 out of 20	2.5 % out of 5%
8	Admission and Fees	20 out of 20	5 % out of 5%
9	Grievance	14 out of 20	3.5 % out of 5%
	Total	230.07 out of 400	57.52 % out of 100%

C. Marks – Grade Correlation

% Score	Grade
>= 90	Outstanding
>= 80	Excellent
>= 70	Very Good
>=60	Good
>=50	Average
>=40	Satisfactory
< 40	Unsatisfactory

Part - 1: Centre Details and Initiatives

1.1 Notification of Centre:

Date of the notification: 25-10-2019	Copy of the notification: View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_notification_646.pdf)
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1.2 Composition of Centre:

Sr No	Nomination as	Name	Designation	Specialization	Start Date	End Date
1	Member	Dr. Ashwani Rana	ASSOCIATE PROFESSOR	ENGLISH	12-11-2019	12-11-2020
2	Head	Professor Kulwant Singh Pathania	DIRECTOR, ICDEOL	COMMERCE	12-11-2018	12-11-2020
3	Member	Professor Sanju Karol	PROFESSOR IN ECONOMICS	ECONOMICS	12-11-2018	12-11-2020
4	Member	Professor Neelima Kanwar	PROFESSOR IN ENGLISH	ENGLISH	12-11-2018	12-11-2020
5	Member	Professor Kuldeep Singh Katoch	PROFESSOR IN EDUCATION	EDUCATION	12-11-2019	12-11-2020
6	Member	Dr. Sharda Devi	ASSISTANT PROFESSOR	HISTORY	12-11-2018	12-11-2023
7	Member	Dr. Ankush Bhardwaj	ASSISTANT PROFESSOR	HISTORY	25-10-2019	25-10-2024
8	Member	Dr. Dev Raj	ASSISTANT PROFESSOR	SANSKRIT	25-10-2019	25-10-2024
9	Member	Dr. Monika Sood	ASSISTANT PROFESSOR	EDUCATION	25-10-2019	25-10-2024
10	Member	Dr.Chaman Lal Banga	ASSISTANT PROFESSOR	EDUCATION	25-10-2019	25-10-2024
11	Member	Sh Pradeep Sharma	DEPUTY REGISTRAR	ADMINISTRATION	12-11-2018	24-10-2019
12	Member	AMAR SINGH	ASSISTANT REGISTRAR	ADMINISTRATION	25-10-2019	25-10-2024

1.3 Number of meetings held and its approval:

Sr No	Meeting	Name of Statutory Authority	Meeting Date	Approval Date	View Minutes
1	Regarding hostel facility to the learners and initiation regarding online system	Registrar	22-04-2019	22-04-2019	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_meeting_673.pdf)
2	regarding Learning Support Center and its functioning	Registrar	30-10-2019	30-10-2019	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_meeting_674.pdf)

1.4 Details of actions taken based on Objectives and Functions of CIQA:

Sr No	Function	Action taken by HEI	Marks
1	Maintenance of Quality in the services provided to the learners	Online system of admission, Fee, online exam form, SMS alert facility to students	1 out of 2
2	Continuous improvement	Construction of smart class rooms for distant learners and creating more learning resource centers in phased manners.	1 out of 2
3	Identification of the key areas in which the HEI should maintain quality	Online study materials to learners.	1 out of 2
4	Dissemination of information on quality assurance	Availability of qualified coordinators and counselors at different learning resource centers	1 out of 2
5	Mechanisms for interaction and obtaining feedback	Compulsory PCP/ Assignments for all UG, PG, Diploma courses.	0.5 out of 2
6	Measures for qualitative improvement	Hostel facilities to learners during PCP, Practicals, Viva-Voce and Examinations	1 out of 2
7	Ensuring Implementation of its recommendations through regular monitoring	Different committees are working as per UGC-DEB regulations 2017 under the guidance of CIQA.	1 out of 2
8	Ensuring Participation of stakeholders	Compulsory PCP/ Assignments for learners and Departmental seminars and workshops for Teachers	1 out of 2
9	Preparation of Programme Project Report and Information regarding any new programmes launched	No new programme launched.	0 out of 2
10	Collection, collation and dissemination of accurate, complete and reliable statistics about the quality of the programmes	Dedicated Programmer working for Collection, collation and dissemination of accurate, complete and reliable statistics about the quality of the programmes	1 out of 2
		Total Marks	8.5 out of 20

1.5 Quality Assurance:

Sr No	Objective	Yes/No	View	Marks
1	Whether the CIQA prepared a Programme Project Report for each programme as per norms and guidelines of the UGC?	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_676.pdf)	0.5 out of 1.5
2	Whether the Programme Project Report for each of the implemented programmes approved by the appropriate authority of the HEI; prior to its launch?	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_677.pdf)	1.5 out of 1.5
3	Whether a monitoring mechanism was put in place to ensure the proper implementation of Programme Project Reports?MvcHtmlString.Create(No	-	0 out of 1.5
4	Whether annual plans for quality enhancement were prepared and their implementation ensured?	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_678.pdf)	0.5 out of 1.5
5	Whether a mechanism was put into place to collect feedback from students and undertake its analysis and corrective actions thereof?	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_685.pdf)	1 out of 1.5
6	Has the CIQA organized workshops or seminars on quality related themes and Disseminated proceedings of such activities?	No	-	0 out of 1.5
7	Whether all the learning centres were operationalized with prior approval of CIQA?	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_679.pdf)	1.5 out of 1.5
8	Whether the admission criteria and pass/fail criteria of ODL programmes is exactly identical to conventional programmes?	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_684.pdf)	0 out of 1.5
9	Whether the HEI has ensured compliance to the territorial jurisdiction norms as per Annexure IV of the UGC(ODL) Regulations, 2017	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_680.pdf)	1.5 out of 1.5
10	Whether the details of faculty in School or Centre for Distance Education of the Higher Educational Institutions and in the Learner Support Centres are declared on the website of the HEI and linked to Aadhaar details or other Government identifiers, as per Regulations 9(5) of the UGC (ODL) Regulations, 2017 (Provide explicit link address also)	Yes	View (/Uploads/ODL/HEI-U-0183/CIQA/2018-19_assurance_682.pdf)	0 out of 1.5
			Total Marks	6.5 out of 15

1.6 Describe the mechanism implemented to ensure that the quality of ODL programmes matches with the quality of relevant programmes in conventional mode:

1. The eligibility criteria for admission in the UG as well as PG courses in Humanities conform to that of conventional mode. 2. The students of ICDEOL appear in the same Term End Examinations which are held for the courses run through conventional mode by the parent Institution. 3. The paper setting as well as evaluation of Term End Examinations the H.P. University follows external system. 4. ICDEOL adopts the same syllabi for its UG/PG/ Diploma courses those are being followed by the courses of conventional /Regular mode after being framed by the Board of Studies and then approved by the respective faculties and finally by the Academic Council of the H.P. University ICDEOL runs UG programmes under CBCS.

Mechanism Implemented	Total Marks	5 out of 5
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1.7 Describe the details of personal contact programmes implemented:

Sr No	Centre Name	Implemented Date	Student Attended
1	M.A. HISTORY ICDEOL, HPU, Shimla -5	05-03-2019	17
2	M.A. SANSKRIT ICDEOL, HPU, Shimla -5	05-03-2019	5
3	M.A. SOCIOLOGY ICDEOL, HPU, Shimla -5	05-03-2019	10
4	M.A. MUSIC ICDEOL, HPU, Shimla -5	05-03-2019	3
5	MCA ICDEOL, HPU, Shimla -5	08-03-2019	2
6	M.A. Education ICDEOL, HPU, SHIMLA-5	06-03-2019	25
7	B.ED. ICDEOL HPU SHIMLA-5	11-03-2019	241
8	MBA, ICDEOL, HPU, Shimla -5	05-03-2019	74
9	M.COM ICDEOL HPU, SHIMLA-5	05-03-2019	43
10	M.A. ENGLISHICDEOL, HPU, Shimla -5	05-03-2019	20
11	M.Sc. MATH ICDEOL, HPU, Shimla -5	05-03-2019	73
12	M.A. ECONOMICS ICDEOL, HPU, Shimla -5	05-03-2019	23
13	M.A. HINDI ICDEOL, HPU, Shimla -5	05-03-2019	13
14	M.A. POLITICAL SCIENCE, ICDEOL, HPU, Shimla -5	05-03-2019	20
15	M.A. PUBLIC ADMINISTRATION ICDEOL, HPU, Shimla -5	05-03-2019	12
16	B.A. ICDEOL, HPU, Shimla -5	25-03-2019	71
17	B.COM.ICDEOL, HPU, Shimla -5	22-03-2019	22
18	BCA ICDEOL, HPU, Shimla -5	18-03-2019	7
19	PGDCA ICDEOL, HPU, Shimla -5	12-03-2019	400
20	M.A. EDUCATIONHPU REGIONAL CENTRE DHARMSHALA	04-03-2019	28
21	B.ED. HPU REGIONAL CENTRE DHARMSHALA	04-03-2019	107
22	MBA HPU REGIONAL CENTRE DHARMSHALA	05-03-2019	9
23	M.COM.HPU REGIONAL CENTRE DHARMSHALA	05-03-2019	43
24	B.COM. HPU REGIONAL CENTRE DHARMSHALA	25-03-2019	5
25	B.A. HPU REGIONAL CENTRE DHARMSHALA	25-03-2019	15
26	PGDCA HPU REGIONAL CENTRE DHARMSHALA	11-03-2019	104
27	B.ED. MLSM COLLEGE SUNDERNAGAR.	09-03-2019	76
28	SARVAPALLI RADHA KRISHANAN INSTITUTE FOR EDUCATION RAMPUR	11-03-2019	15
29	B.A. GOVT. DEGREE COLLEGE MANDI.	25-03-2019	5

Details of programmes	Total Marks	3 out of 3
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1.9 Describe the details of in-semester and end semester assessments/examinations conducted with the actions taken to ensure sanct

Sr No	Objective
1	Whether examination centre centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students
2	Whether the number of examination centres in a city or State are proportionate to the student enrollment from the region
3	Whether building and grounds of the examination centre are clean and in good condition
4	Whether the examination centre have an examination hall with adequate seating capacity and basic amenities
5	Whether fire extinguishers are in working order, locations well marked and easily accessible. Further, are emergency exits clearly identified and clear of obstructions
6	Whether the examination centre provides adequate lighting, ventilation and comfortable seating. Further, is the safety and security of the examination centre ensured
7	Whether restrooms located in the same building as the examination centre, and restrooms are clean, supplied with necessary items, and in working order
8	Whether the provision of drinking water is made for learners
9	Whether adequate parking is available near the examination centre
10	Whether facilities for Persons with Disabilities are available

1.10 Total Students enrolled & fees during Academic Session 2018-19 :

Sr No	Academic Session	Level	Name of Program	Nun
1	January	PG	MASTER OF ARTS - ECONOMICS	24
2	January	PG	MASTER OF ARTS - MUSIC	3
3	January	PG	MASTER OF ARTS - POLITICAL SCIENCE	95
4	January	PG	MASTER OF ARTS - SOCIOLOGY	16
5	January	PG	MASTER OF SCIENCE - MATHEMATICS	95
6	January	UG	BACHELOR OF ARTS	650
7	January	UG	BACHELOR OF COMMERCE	36
8	January	UG	BACHELOR OF COMPUTER APPLICATION	7
9	January	PG Diploma	POST GRADUATE DIPLOMA IN PERSONAL MANAGEMENT AND LABOUR WELFARE	17
10	January	PG Diploma	POST GRADUATE DIPLOMA IN HUMAN RESOURCE DEVELOPMENT	5
11	January	PG Diploma	Post Graduate Diploma in Computer Application	504
12	January	Diploma	Diploma in tourist guide	0
13	January	Diploma	Diploma in yoga studies	7
14	January	PG	MASTER OF BUSINESS ADMINISTRATION	174
15	January	PG	MASTER OF COMMERCE	402
16	January	PG	MASTER OF ARTS - PUBLIC ADMINISTRATION	17
17	January	PG	MASTER OF ARTS - SANSKRIT	11
18	January	PG	MASTER OF COMPUTER APPLICATIONS	2
19	January	PG	MASTER OF ARTS - HISTORY	47
20	January	PG	MASTER OF ARTS - HINDI	31
21	January	PG	MASTER OF ARTS - ENGLISH	36
22	January	PG	MASTER OF ARTS - EDUCATION	45
23	January	UG	BACHELOR OF EDUCATION	450
			Total	267

Part - 2: Programme Recognition and Admission Details

2.1 Number of programmes recognized during Academic Session 2018-19:

Number of programmes recognized from July, 2018 academic session and a copy of the UGC recognition letter:

Number of programmes: 18

Copy of the UGC recognition letter: View (/Uploads/ODL/HEI-U-

Number of programmes recognized from January, 20 19 academic session and a copy of the UGC recognition letter:

Number of programmes: 18

Copy of the UGC recognition letter: View (/Uploads/ODL/HEI-U-

2.2 Number of programmes started as per clause 1(v) of Regulation 8 of UGC(ODL) Regulations, 2017:

Sr No	Academic Session	Level	Name of Program	Duration	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authorities	UGC Recognition Letter No. and date	No. of Learning S Centres Operatio
1	January	PG	MASTER OF ARTS - SANSKRIT	2 Years	21-03-2009	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
2	January	PG	MASTER OF COMPUTER APPLICATIONS	3 Years	24-12-2011	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	2
3	January	PG	MASTER OF BUSINESS ADMINISTRATION	2 Years	10-08-2004	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	2
4	January	PG	MASTER OF COMMERCE	2 Years	05-06-2012	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
5	January	PG	MASTER OF ARTS - PUBLIC ADMINISTRATION	2 Years	23-05-2013	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
6	January	UG	BACHELOR OF COMMERCE	3 Years	02-07-2018	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
7	January	UG	BACHELOR OF COMPUTER APPLICATION	3 Years	28-06-2016	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
8	January	PG	MASTER OF ARTS - ECONOMICS	2 Years	26-04-2002	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
9	January	PG	MASTER OF ARTS - HISTORY	2 Years	26-11-2006	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
10	January	PG	MASTER OF ARTS - HINDI	2 Years	26-05-2004	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
11	January	PG	MASTER OF ARTS - ENGLISH	2 Years	11-06-2002	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
12	January	PG	MASTER OF ARTS - MUSIC	2 Years	30-06-2005	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
13	January	PG	MASTER OF ARTS - POLITICAL SCIENCE	2 Years	06-06-2002	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
14	January	PG	MASTER OF ARTS - SOCIOLOGY	2 Years	10-08-2004	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
15	January	PG	MASTER OF SCIENCE - MATHEMATICS	2 Years	25-08-1990	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
16	January	PG	MASTER OF ARTS - EDUCATION	2 Years	22-08-2015	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
17	January	UG	BACHELOR OF EDUCATION	2 Years	16-08-2016	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4
18	January	UG	BACHELOR OF ARTS	3 Years	16-07-2018	F.NO.24-2/2018(DEB-II) Dated: 18.01.2019	4

2.3 LSC wise enrolment details

Address of College/institute where LSC is established: 406

Name of HEI to which College/institute is affiliated (where L

Name of HEI to which College/institute is affiliated (where LSC is established): DR. B. SAIKIA~DR. D. RAJKONWAR~DR. D.K JHA~DR. D.K PANGING~DR. H.K GOHAIN~DR. K.K DEURI~DR. M.M SAIKIA~DR. M. R.K SAIKIA~DR. S. KALITA~DR. S. SAH~DR. S.B TAMULI~DR. S.K BHUYAN~DR. S.M BORGOHAIN~DR.

Whether the College/institute is private or Govt (where LSC is established): 0

Coordinator Details:

[illegible]

Programmes offered:

Total enrolled student: 0

No. of Counsellors: 0

Sr No	Counsellor Name	Qualification	Contact Details
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Address of College/institute where LSC is established: MLSM COLLEGE SUNDERNAGAR, DISTT. MANDI

Address of College/institute where LSC is established: MLSM COLLEGE SUNDERNAGAR, DISTT. MANDI

Name of HEI to which College/institute is affiliated (where LSC is established): HP UNIVERSITY SUMMERHILL , SHIMLA

Whether the College/institute is private or Govt (where LSC is established): Private

Coordinator Details: DR. SAVITRI SHARMA (PH.D) and Contact: 9418044815

Programmes offered: , BACHELOR OF EDUCATION, MASTER OF ARTS - EDUCATION

Total enrolled student: 200

No. of Counsellors: 1

Sr No	Counsellor Name	Qualification	Contact Details
1	DR. MANJU GARG	PH.D	9418048876

Address of College/institute where LSC is established: REGIONAL CENTRE, KHANIYARA, HP UNIVERSITY DHARMSHALA, DISTT. KANGRA

Address of College/institute where LSC is established: REGIONAL CENTRE, KHANIYARA, HP UNIVERSITY DHARMSHALA, DISTT. KANGRA

Name of HEI to which College/institute is affiliated (where LSC is established): H.P. UNIVERSITY

Whether the College/institute is private or Govt (where LSC is established): Government

Coordinator Details: PROF. D.P. VERMA (PHD) and Contact: 9816225470

Programmes offered: MASTER OF BUSINESS ADMINISTRATION, MASTER OF COMMERCE, BACHELOR OF EDUCATION, MASTER OF COMPUTER APPLICATIONS, MASTER OF ARTS - EDUCATION, BACHELOR OF COMPUTER APPLICATION

Total enrolled student: 400

No. of Counsellors: 3

Sr No	Counsellor Name	Qualification	Contact Details
1	Dr. VIJAYATA PATHANIA	PH.D.	9816225470
2	Dr. VIRENDER SINGH	PH.D.	8580758307
3	Dr. SUSHIL KUMAR	PH.D	9805694026

Address of College/institute where LSC is established: GOVT. COLLEGE RAMPUR BUSHEHAR, DIST. RAJSHI

Address of College/institute where LSC is established: GOVT. COLLEGE RAMPUR BUSHEHAR, DISTT. SHIMLA H.P.

Name of HEI to which College/institute is affiliated (where LSC is established): HP UNIVERSITY SUMMERHILL, SHIMLA

Whether the College/institute is private or Govt (where LSC is established): Government

Coordinator Details: DR. PARTAP THAKUR (PH.D) and Contact: 9418016771

Programmes offered: , MASTER OF COMMERCE, MASTER OF ARTS - PUBLIC ADMINISTRATION, BACHELOR OF ARTS, MASTER OF ARTS - HISTORY, MASTER OF ARTS - HINDI, MASTER OF ARTS - ENGLISH

Total enrolled student: 250

No. of Counsellors: 2

Sr No	Counsellor Name	Qualification	Contact Details
1	PROF. PROMILA THAKUR	PH.D	9418016771
2	PROF. ISHWAR NEGI	PH.D	9418155170

Address of College/institute where LSC is established: VALLABH GOVT. COLLEGE MANDI, DISTT. MANDI H.P.

Address of College/institute where LSC is established: VALLABH GOVT. COLLEGE MANDI, DISTT. MANDI H.P.

Name of HEI to which College/institute is affiliated (where LSC is established): H.P. UNIVERSITY SUMMERHILL SHIMLA

Whether the College/institute is private or Govt (where LSC is established): Government

Coordinator Details: PROF. DEVIKA VAIDYA (PH.D.) and Contact: 9418154178

Programmes offered: , MASTER OF BUSINESS ADMINISTRATION, MASTER OF COMMERCE, BACHELOR OF ARTS, BACHELOR OF COMMERCE, MASTER OF ARTS - HISTORY, MASTER OF ARTS - HINDI, MA
SCIENCE

Total enrolled student: 250

No. of Counsellors: 2

Sr No	Counsellor Name	Qualification	Contact Details
1	PROF. DAYAK RAM	PH.D.	9418378812
2	PROF. YACHANA SHARMA	PH.D.	9418132678

LSC wise enrolment details
College or Institute affiliated to a recognized university(other than a Private University)
Qualified Co-ordinators
Qualified Counsellors
LSCs within territorial jurisdiction

Total enrolled students per counsellor (100:1)	
100	1

Part - 3:Results and Student Progression

Sr No	Academic Session	Level	Name of Programme	No. of students admitted	No. of students appeared in exams	No. of students progressed next semester
1	January	PG	MASTER OF ARTS - PUBLIC ADMINISTRATION	25	18	10
2	January	PG	MASTER OF ARTS - SANSKRIT	23	11	11
3	January	PG	MASTER OF COMPUTER APPLICATIONS	11	2	2
4	January	PG	MASTER OF ARTS - ECONOMICS	40	24	18
5	January	PG	MASTER OF ARTS - HISTORY	78	46	38
6	January	PG	MASTER OF ARTS - POLITICAL SCIENCE	127	89	72
7	January	PG	MASTER OF ARTS - SOCIOLOGY	25	14	13
8	January	PG	MASTER OF SCIENCE - MATHEMATICS	138	86	66
9	January	PG	MASTER OF ARTS - EDUCATION	46	45	40
10	January	UG	BACHELOR OF EDUCATION	450	436	0
11	January	UG	BACHELOR OF ARTS	1090	650	272
12	January	UG	BACHELOR OF COMMERCE	67	36	7
13	January	UG	BACHELOR OF COMPUTER APPLICATION	13	7	6
14	January	PG Diploma	Post Graduate Diploma in Computer Application	606	504	504
15	January	PG Diploma	POST GRADUATE DIPLOMA IN HUMAN RESOURCE DEVELOPMENT	7	5	4
16	January	PG Diploma	POST GRADUATE DIPLOMA IN PERSONAL MANAGEMENT AND LABOUR WELFARE	38	21	15
17	January	Diploma	Diploma in tourist guide	0	0	0
18	January	Diploma	Diploma in yoga studies	19	7	7
19	January	PG	MASTER OF BUSINESS ADMINISTRATION	174	173	161
20	January	PG	MASTER OF COMMERCE	532	420	378
21	January	PG	MASTER OF ARTS - HINDI	58	32	21
22	January	PG	MASTER OF ARTS - ENGLISH	73	32	21
23	January	PG	MASTER OF ARTS - MUSIC	8	3	3

Percentage of student passed

Percentage of students passed in first class

Part - 4.1: Compliance status of Regulations 7 of UGC(ODL) Regulations, 2017 – Self-regulation through disclosures, declarations and

Sr No	Provision
1	Declaration by an authorized signatory has been displayed on HEI website authenticating that the documents from sr. no. '2' to '14' have been uploaded on the HEI website?
2	The establishing Act and Statutes thereunder or the Memorandum of Association, as the case may be or both of the Higher Educational Institution, empowering it to offer programs in Open and Distance Learning mode
3	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities
4	Programme details including brochures or programme guides with information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure etc.
5	Programme-wise information on syllabus, suggested readings, contact points for counseling, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details, their working hours and counseling schedule etc.
6	Important schedules or date-sheets for admissions, registration, re-registration, counseling, assignments and feedback thereon, examinations, result declarations etc.
7	Detailed strategy plan related to On-line course delivery, if any including learning materials offered through On-line and learner assessment system and quality assurance practices of e-learning programmes
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 Open and Distance Learning mode programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any
9	Information regarding any new programmes launched and those proposed for the next two years
10	Data of year-wise or programme-wise student enrolment details and degrees or certificates or diplomas or post graduate diplomas awarded
11	Complete information about 'Self Learning Material' including name of the faculty who prepared it, when was it prepared and last updated, source of Self Learning Material, references of Self Learning Material, etc
12	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of 'on-line' interaction with learners providing hyperlink support
13	List of the 'Learner Support Centres' along with the number of students Period of the admission process along with the academic session and dates of the term end examinations
14	List of the 'Examination Centres' along with the number of students in each centre who shall appear at any examination centre and details of the Information and Communication Technology facilities available for conduct of examination in a fair and transparent manner

Part - 4.2: HEI shall mention the process followed for monitoring of Examination to ensure sanctity of examinations, including the followi

i) No. of examination centres inspected dursing conduct of exam.

ii) No. of cases of unfair means reported.

iii) Disciplinary action taken.

iv) Detail of observer of the examination centres appointed by HEI and its reports.

AS PER HIMACHAL PRADESH UNIVERSITY, UMC CELL NOTIFICATION NO. 1-DR/HPU/UMC/2018-19 DATED 04/07/2019. The Examination disciplined committee after carefully cor
guilty and punished him/her under ordinance of Himanchal Pradesh University Chapter VI use of unfair means and examination discipline committee in its meeting held with effect from 1
Controller of Examination. No separate list of ICDEOL candidates regarding UMC is maintained by Himanchal Pradesh University.

Processes

No. of examination centres inspected dursing conduct of exam

No. of cases of unfair means reported

Disciplinary action taken

Part - 5: Compliance status of Academic and Infrastructural Requirements – As per Annexure - Vlof UGC(ODL) Regulations, 2017:

HEI shall mention compliance details against the requirements in terms of Staffing norms and physical infrastructure exclusively/independently, as mentioned in the Annexure shall be provided in the following format:

1 . MASTER OF BUSINESS ADMINISTRATION				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	YASHWANT GUPTA (PROFESSOR)	Regular	11/09/1997	Teaching: 22 Months Industrial: 22 Months
2	PUNEET BHUSAN (ASST. PROFESSOR)	Regular	23/09/2016	Teaching: 3 Months Industrial: 3 Months
2 . MASTER OF COMMERCE				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	VIJAY KUMAR KAUSHAL (PROFESSOR)	Regular	29/03/1995	Teaching: 276 Months Industrial: 276 Months
2	KULDEEP KUMAR ATTRI (PROFESSOR)	Regular	29/03/1995	Teaching: 276 Months Industrial: 276 Months
3 . MASTER OF ARTS - PUBLIC ADMINISTRATION				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:3	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	PRADEEP K. VAID (PROFESSOR)	Regular	18/01/1990	Teaching: 348 Months Industrial: 348 Months
2	LAIQ RAM VERMA (PROFESSOR)	Regular	04/03/2000	Teaching: 225 Months Industrial: 225 Months
3	ANUPAMA SINGH (PROFESSOR)	Regular	04/03/2000	Teaching: 216 Months Industrial: 216 Months
4 . MASTER OF ARTS - SOCIOLOGY				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	SONAM ROHTA (ASST. PROFESSOR)	Regular	24/09/2016	Teaching: 36 Months Industrial: 36 Months
2	ANJANA THAKUR (ASST. PROFESSOR)	Regular	03/04/2017	Teaching: 50 Months Industrial: 50 Months
5 . MASTER OF ARTS - EDUCATION				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:8	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	AJAY KUMAR ATTRI (PROFESSOR)	Regular	31/01/2012	Teaching: 225 Months Industrial: 225 Months
2	KULDEEP SINGH KATOCH (PROFESSOR)	Regular	31/01/2012	Teaching: 225 Months Industrial: 225 Months
3	VISHAL SOOD (ASSOCIATE PROFESSOR)	Regular	31/01/2012	Teaching: 194 Months Industrial: 194 Months
4	SURENDAR K. SHARMA (ASST PROFESSOR)	Regular	31/01/2012	Teaching: 72 Months Industrial: 72 Months
5	MONIKA SOOD (ASST PROFESSOR)	Regular	18/05/2012	Teaching: 152 Months Industrial: 152 Months
6	CHAMAN LAL BANGA (ASST PROFESSOR)	Regular	31/01/2012	Teaching: 120 Months Industrial: 120 Months
7	PRADEEP SINGH DEHAL (ASST PROFESSOR)	Regular	18/05/2013	Teaching: 180 Months Industrial: 180 Months
8	RAJESH KUMAR (ASST PROFESSOR)	Regular	18/05/2012	Teaching: 180 Months Industrial: 180 Months
6 . Post Graduate Diploma in Computer Application				
Academic Session:January		Level: PG Diploma	No. of Fulltime Dedicated Faculty:2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	AMAN SHARMA (PROFESSOR)	Regular	21/10/1997	Teaching: 264 Months Industrial: 264 Months
2	BALVIR THAKUR (ASST. PROFESSOR)	Regular	16/06/2005	Teaching: 168 Months Industrial: 168 Months

7 . POST GRADUATE DIPLOMA IN HUMAN RESOURCE DEVELOPMENT

Academic Session:January Level: PG Diploma No. of Fulltime Dedicated Faculty:1

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	LAIQ RAM VERMA (PROFESSOR)	Regular	04/03/2000	Teaching: 225 Months Industrial: 225 Months

8 . POST GRADUATE DIPLOMA IN PERSONAL MANAGEMENT AND LABOUR WELFARE

Academic Session:January Level: PG Diploma No. of Fulltime Dedicated Faculty:1

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	KULDEEP KUMAR ATTRI (PROFESSOR)	Regular	29/03/1995	Teaching: 276 Months Industrial: 276 Months

9 . BACHELOR OF COMPUTER APPLICATION

Academic Session:January Level: UG No. of Fulltime Dedicated Faculty:2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	AMAN SHARMA (PROFESSOR)	Regular	21/10/1997	Teaching: 264 Months Industrial: 264 Months
2	BALVIR THAKUR (ASST. PROFESSOR)	Regular	16/06/2005	Teaching: 168 Months Industrial: 168 Months

10 . BACHELOR OF COMMERCE

Academic Session:January Level: UG No. of Fulltime Dedicated Faculty:2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	VIJAY KUMAR KAUSHAL (PROFESSOR)	Regular	29/03/1995	Teaching: 276 Months Industrial: 276 Months
2	KULDEEP KUMAR ATTRI (PROFESSOR)	Regular	29/03/1995	Teaching: 276 Months Industrial: 276 Months

11 . BACHELOR OF ARTS

Academic Session:January Level: UG No. of Fulltime Dedicated Faculty:20

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	PRADEEP KUMAR VAID (PROFESSOR)	Regular	18/01/1990	Teaching: 348 Months Industrial: 348 Months
2	SANJU KAROL (PROFESSOR)	Regular	21/12/1990	Teaching: 331 Months Industrial: 331 Months
3	ANUPAMA SINGH (PROFESSOR)	Regular	04/03/2000	Teaching: 216 Months Industrial: 216 Months
4	BHAWANA DEVI (PROFESSOR)	Regular	27/01/2016	Teaching: 246 Months Industrial: 246 Months
5	HARI MOHAN (PROFESSOR)	Regular	03/06/1997	Teaching: 254 Months Industrial: 254 Months
6	PRADEEP KUMAR (PROFESSOR)	Regular	09/06/1997	Teaching: 254 Months Industrial: 254 Months
7	NEELIMA KANWAR (PROFESSOR)	Regular	04/10/1997	Teaching: 252 Months Industrial: 252 Months
8	LAIQ RAM VERMA (PROFESSOR)	Regular	04/03/2000	Teaching: 225 Months Industrial: 225 Months
9	AJAY KUMAR SRIWASTAV (ASSOCIATE PROFESSOR)	Regular	16/02/2001	Teaching: 204 Months Industrial: 204 Months
10	ASHWANI RANA (ASSOCIATE PROFESSOR)	Regular	16/02/2001	Teaching: 240 Months Industrial: 240 Months
11	MALLIKA NADDA (ASSISTANT PROFESSOR)	Regular	16/02/2001	Teaching: 228 Months Industrial: 228 Months
12	JOGINDER SINGH (ASSISTANT PROFESSOR)	Regular	24/09/2016	Teaching: 96 Months Industrial: 96 Months
13	MRIDULA SHARDA (ASSOCIATE PROFESSOR)	Regular	24/09/2016	Teaching: 300 Months Industrial: 300 Months
14	SHARDA DEVI (ASSISTANT PROFESSOR)	Regular	23/09/2016	Teaching: 192 Months Industrial: 192 Months
15	ANKUSH BHARDWAJ (ASSISTANT PROFESSOR)	Regular	23/09/2016	Teaching: 153 Months Industrial: 153 Months
16	DEV RAJ (ASSISTANT PROFESSOR)	Regular	23/09/2016	Teaching: 156 Months Industrial: 156 Months
17	MANJU PURI (ASSISTANT PROFESSOR)	Regular	23/09/2016	Teaching: 22 Months Industrial: 22 Months
18	USHA RANI (ASSISTANT PROFESSOR)	Regular	23/09/2016	Teaching: 36 Months Industrial: 36 Months
19	YOG RAJ (ASSISTANT PROFESSOR)	Regular	24/09/2016	Teaching: 36 Months Industrial: 36 Months
20	ANJNA THAKUR (ASSISTANT PROFESSOR)	Regular	03/04/2017	Teaching: 50 Months Industrial: 50 Months

12 . MASTER OF ARTS - SANSKRIT

Academic Session:January Level: PG No. of Fulltime Dedicated Faculty:2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	RAJINDRA SHARMA (PROFESSOR)	Regular	14/03/1992	Teaching: 324 Months Industrial: 324 Months
2	DEV RAJ (ASST. PROFESSOR)	Regular	23/09/2016	Teaching: 156 Months Industrial: 156 Months

13 . MASTER OF COMPUTER APPLICATIONS

Academic Session:January Level: PG No. of Fulltime Dedicated Faculty:2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	AMAN SHARMA (PROFESSOR)	Regular	21/10/1997	Teaching: 264 Months Industrial: 264 Months
2	BALVIR THAKUR (ASST. PROFESSOR)	Regular	16/06/2005	Teaching: 168 Months Industrial: 168 Months

14 . MASTER OF ARTS - ECONOMICS

Academic Session:January Level: PG No. of Fulltime Dedicated Faculty:2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	SANJU KAOL (PROFESSOR)	Regular	21/10/1990	Teaching: 331 Months Industrial: 331 Months
2	PRATIBHA TIWARI (PROFESSOR)	Regular	22/10/1990	Teaching: 348 Months Industrial: 348 Months

15 . MASTER OF ARTS - HISTORY

Academic Session:January Level: PG No. of Fulltime Dedicated Faculty:3

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	MALLIKA NADDA (ASST. PROFESSOR)	Regular	16/02/2001	Teaching: 228 Months Industrial: 228 Months
2	SHARDA DEVI (ASST. PROFESSOR)	Regular	23/09/2016	Teaching: 192 Months Industrial: 192 Months
3	ANKUSH BHARDWAJ (ASST. PROFESSOR)	Regular	23/09/2016	Teaching: 153 Months Industrial: 153 Months

16 . MASTER OF ARTS - HINDI				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	MANJU PURI (ASST. PROFESSOR)	Regular	23/09/2016	Teaching: 22 Months Industrial: 22 Months
2	USHA RANI (ASST. PROFESSOR)	Regular	23/09/2016	Teaching: 36 Months Industrial: 36 Months
17 . MASTER OF ARTS - ENGLISH				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	NEELIMA KANWAR (PROFESSOR)	Regular	04/10/1997	Teaching: 252 Months Industrial: 252 Months
2	ASHWANI RANA (ASSOCIATE PROFESSOR)	Regular	16/02/2001	Teaching: 240 Months Industrial: 240 Months
18 . MASTER OF ARTS - MUSIC				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	JEET RAM SHARMA (PROFESSOR)	Regular	05/08/1997	Teaching: 312 Months Industrial: 312 Months
2	MRITUNJAY (ASST. PROFESSOR)	Regular	23/09/2016	Teaching: 36 Months Industrial: 36 Months
19 . MASTER OF ARTS - POLITICAL SCIENCE				
Academic Session:January		Level: PG	No. of Fulltime Dedicated Faculty:4	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	BHAWANA DEVI (PROFESSOR)	Regular	27/01/2016	Teaching: 246 Months Industrial: 246 Months
2	JOGINDER SINGH SAKLANI (ASST. PROFESSOR)	Regular	24/09/2016	Teaching: 96 Months Industrial: 96 Months
3	MRIDULA SHARDA (ASSOCIATE PROFESSOR)	Regular	24/09/2016	Teaching: 300 Months Industrial: 300 Months
4	YOGRAJ (ASST PROFESSOR)	Regular	24/09/2016	Teaching: 36 Months Industrial: 36 Months
20 . Diploma in yoga studies				
Academic Session:January		Level: Diploma	No. of Fulltime Dedicated Faculty:1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience
1	ARPITA NEGI (ASST. PROFESSOR)	Regular	28/01/2016	Teaching: 36 Months Industrial: 36 Months

Compliance status
Adequacy
Qualified
Experienced

Part - 6: Compliance status of ‘Quality Assurance Guidelines of Learning Material in Multiple Media, Curriculum and Pedagogy’ – As per Regulations, 2017:

HEI shall mention compliance details against the requirements in terms of Learning material (Print Media), Audio-Video Material: Quality Standards, Online Material: Quality Standards and Curriculum and Pedagogy: Quality Standards, as mentioned in the Annexure-VII of the Regulations.

Not Available till date.

Compliance status
Learning Material (Print)
Audio-Video Material
Online Material
Computer based Material
Curriculum & Pedagogy

Part - 7: Compliance status of ‘Guidelines on preparation of Self-learning Material’ – As per Annexure - VIII of UGC (ODL) Regulations, 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 ,

On the recommendation of Centre for Internal Quality Assurance (CIQA), the Standing Committee of Academic Council, H. P. University Shimla has accorded its approval to the Self-learn ICDEOL in the following subjects through Distance Mode as per UGC (ODL) Regulation 2017.

Compliance status
Process formulated
Process implementation including approval of its statutory authorities

Part - 8: Compliance status of 'Guidelines on Programme Project Report' – As per Annexure - IX of UGC(ODL) Regulations, 2017:

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 ,

On the recommendation of Centre for Internal Quality Assurance (CIQA), the Standing Committee of Academic Council, H. P. University Shimla has accorded its approval to the Program Courses of ICDEOL in the following subjects through Distance Mode as per UGC (ODL) Regulation 2017.

Compliance status
Process formulated
Process implementation including approval of its statutory authorities

Part - 9: Compliance status of 'Guidelines on Learner Support Centre' – As per Annexure - X of UGC(ODL) Regulations, 2017:

HEI shall mention the process followed for identification of LSCs and the agreement terms for providing support to the learners thereby ensuring compliance to the LSCs prov approval by its Statutory Authorities/CIQA shall also be mentioned.

International Centre for Distance Education and Open Learning (ICDEOL), Himachal Pradesh University, Shimla had established Learner Support Centres duly approved by its statutory Quarter (HQ) Shimla, H.P. University Regional Centre, Dharamshala and Learner Support Centres (LSCs) within the territorial jurisdiction of Himachal Pradesh. At present for all UG/PG four places, for B.Ed./MA Education Courses at four places and for MCA/MBA at two places within the state. The list of all created and functional LSCs are already uploaded on ICDEOL Programmes (PCPs) classes at different LSCs, Co-ordinators and Counsellors are also appointed by ICDEOL, H.P. University as per guidelines of ODL regulation, 2017. The detail of Cc Support Centres by ICDEOL is also available on ICDEOL website.

Compliance status
Process followed for Identification of LSCs
Approval of the LSCs by CIQA
Approval of the LSCs by its Statutory Authorities

Part - 10: Compliance status of 'Grievance Redressal Mechanism' – As per Annexure - XI of UGC (ODL) Regulations, 2017:

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

Students Grievances Redressal Committee (SGRC) Report – January 2019 to September 2019 As per UGC guidelines dated 23rd June, 2017, ICDEOL constituted the Students Grievar 1.Prof. Neelima Chairperson 2.Prof. Bhavna Jharta Member 3. Dr. Ankush Bhardwaj Member 4. Sh. Narseh Member 5. Sh. Vijayant Thakur Member In accordance with the Gazette of U SGRC took the following measures: 1. The following emails lds were created for submitting grievances and rack their online status:- 1. Academic Branch (I) acad1icdeol@gmail.com 2. A Academic Branch (III) acad3icdeol@gmail.com 4. Academic Branch (IV) acad4icdeol@gmail.com 2. All the four branches were issued registers to keep the record of grievances, receive grievance). Also a register has been kept at the reception for the same. 3. The branches were given instructions for the timely settlement of the grievance of the students, as per the prov SGRC looked into the matter whether the grievances were resolved appropriately at different levels (Branch, Director and Hon'ble Vice Chancellor). Also it was taken care that no issue r for fee rend, migration, change of date of viva-voce, etc. were received.

Mechanism for Grievance Redressal
Type of grievances received
Actions taken

Part - 11:Compliance status of 'Evaluation and Certification' – As per Regulations 13of UGC(ODL) Regulations, 2017:

Sr No	Provision
1	There shall be home assignments, students' response sheets, contact programmes and semester or year-end examination, and the marks or grades obtained in home assignments shall be shown separately in the grade card)
2	A Higher Educational Institution offering a Programme in Open and Distance Learning mode shall adopt a rigorous process in development of question papers, question bank, 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 that syllabus is left out of study by a learner
3	The examination of the programmes in Open and Distance learning mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and the examination centre approved by the Higher Educational Institution
4	The evaluation shall include two types of assessments continuous or formative assessment in the form of assignments, and summative assessment in the form of end semester or year-end examination: Provided that no semester or year-end examination shall be held in a subject unless the Higher Educational Institution is satisfied that at least 75% of study stipulated for the semester or year have been actually conducted: Provided further that the weightage for "Term End Examination" shall not be less than 70%.
5	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution
6	The Examination Centre shall be located in Government schools such as Navodaya Vidyalaya, Kendriya Vidyalaya, Sainik school etc. including approved affiliated colleges in the system in the country and no Examination Centres shall be allotted to any private organizations or unapproved Higher Educational Institutions
7	The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure and biometric system. In the absence of availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted in charge of examination centre to the Higher Educational Institution.
8	The attendance of examinees shall be authenticated through biometric system as per Unique Identification Authority of India (UIDAI) records or Unique Identification Number (Aadhaar) of the examinee.
9	There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and it shall be mandatory to have observer report submitted to the Higher Educational Institution.
10	The Higher Educational Institution shall make a mention in the mark sheet and degree about the mode of delivery i.e. Open and Distance Learning and the photograph and Unique Identification or Aadhaar number of the learner shall be mandatorily mentioned in all the documents issued by the Higher Educational Institution to the learner.
11	It shall be mandatory for the Higher Educational Institution to mention 'Date of Admission' and 'Date of Completion' on each of the certificates (in semester or end of the semester or programme or course) issued by it.

Part - 11.2: Observer Report

View ([http://\" + obj.CIQABasic\[0\].ObserverAttach + \"](http://\))

Observer Report

Part - 12: Compliance status of 'Admissions and Fees' – As per Regulations 12 of UGC(ODL) Regulations, 2017:

Sr No	Provision
1	A Higher Educational Institution shall, for admission in respect of any programme in Open and Distance Learning mode, accept payment towards admission fee and other fees <ul style="list-style-type: none"> i. as may be fixed by it and declared by it in the prospectus for admission, and on the website of the institution; ii. with a proper receipt in writing issued for such payment to the concerned student admitted in such Higher Educational Institutions; iii. only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.
2	It shall be mandatory for the Higher Educational Institutions to upload the details of all kind of payment or fee paid by the students on the website of the institution
3	The fee waiver for Scheduled Caste, Scheduled Tribe and Persons with Disabilities category of students shall be in accordance with the instructions or orders issued by Central State Government
4	Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning mode shall be offered in a transparent manner and made directly to the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of students: <p>Provided that a Learner Support Centre shall not admit a learner to any programme in Open and Distance Learning for or on behalf of the Higher Educational Institution</p>
5	The 'Every Higher Educational Institution shall – <ul style="list-style-type: none"> i. record Aadhaar details or other Government identifiers of learner; ii. maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years; iii. exhibit such records on its website iv. The Commission in its 543rd Meeting has decided that Aadhar details of learners should not be exhibited on the public domain. This is for information and compliance
6	Every Higher Educational Institution shall publish, before expiry of sixty days prior to the date of the commencement of admission to any of its programme in Open and Distance Learning mode, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such Higher Educational Institutions and the general public, in accordance with the format at sr. no. '7' to '17' below
7	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning mode and the other terms and conditions of such payment
8	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 Institution before or after completion of course or programme of study and the time within, and the manner in, which such refund shall be made to the learner
9	The number of seats approved in respect of each course or programme of Open and Distance Learning mode, which shall be in consonance with the resources
10	The conditions of eligibility including the minimum age of a learner in a particular course or programme of study, where so specified by the Higher Educational Institution
11	The minimum educational qualifications required for admission in programme(s) specified by the relevant statutory authority or body, or by the Higher Educational Institution, where qualifying standards have been specified by any statutory authority
12	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 candidates for admission to each course or programme of study and the amount of fee to be paid for the admission test
13	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 employed on regular or part time or visiting or contractual basis
14	Pay and other emoluments payable for each category of teachers and other employees
15	Information in regard to physical and academic infrastructure and other facilities, including that of each of the Learner Support Centres and in particular the facilities accessible to persons being admitted to the institution
16	Broad outline of the syllabus specified by the appropriate statutory body or by Higher Educational Institution, as the case may be, for every course or programme of study
17	Activity planner including all the academic activities to be carried out by the Higher Educational Institution during the academic session and the details of July cycle and January cycle notified separately
19	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 course or programme of study conducted by it
20	No Higher Educational Institution shall, issue or publish- <ul style="list-style-type: none"> i. any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or body where it is not so recognised; or ii. 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 work which the Higher Educational Institution, or person authorized to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or misleading
21	On being granted recognition under clause (i) of sub-regulation (4) of regulation 3, a Higher Educational Institution shall admit students to its approved programmes only for the session specified in the recognition order

i) Innovation introduced during academic year

? Hostel facility to the learners during PCP and examinations. ? Increased number of resource centres. ? Online admission portal. ? SMS facility. ? Online filling up of examination forms.

ii) Give Best Practices of Institution

? Smart Class rooms. ? Student's grievance cell. ? Online assignments to the learners. ? Lesson plans in SLM mode. ? Residential facility during PCP's on first come first serve basis. ? Library facility to the learners. ? Safe and pure drinking water facility. ? Arrangements for fire extinguishers. ? Disable friendly environment.

iii) Any other Information

NA

Processes	Marks
Innovation introduced during academic year	1 out of 5
Give Best Practices of Institution	2 out of 5
Total Marks	3 out of 10

Part - 14: Plan of Institution for next year

1. Increase in the study centres or learner support centres at Dist. Sirmour and Hamirpur. 2. Multimedia laboratories. 3. Establishment of Language laboratory. 4. IT laboratory with Networking. 5. Digitalization of study material/ E- Content. 6. Providing Hygienic Food/ mess facility to the learners during their stay in the hostel. 7. Providing more smart class rooms to the learners. 8. Technology aided learning mechanism, e-journals, e- books.

Plan of Institution for next year	Total Marks	7 out of 10
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