Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE(CIQA)

PROGRAMMES

UNDEROpen and

Distance Learning

(ODL)MODE

Year: 2022-23

Contents

Part – I: General Information
Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA)
Functioning7
Part – III: Human Resources and Infrastructural Requirements 14
Part – IV: Examinations18
Part – V: Programme Project Report (PPR) and Self-Learning Material (SLM) 27
Part – VI: Programme Delivery through Learning Platform
Part – VII: Self Regulation through disclosures, declarations and reports 30
Part – VIII: Admission and Fees34
Part – IX: Grievance Redressal Mechanism40
Part – X: Innovative and Best Practices41
DECLARATION

Part - I: General Information

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

<u>View</u>	

1.2 Details of Director, CIQA

• Name: Prof. Manjula Chaudhary, Director, Directorate of Distance Education.

• Qualification: Ph.D.

• Appointment Letter and Joining Report: View

1.3 Details of CIQA Committee:

a. Composition as per Regulations

S. No.	Designation	Nomination as	Name and Qualification	Specializa tion	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	PROF. SOM NATH SACHDEVA	CIVIL ENGINEERING (HIGHWAYS)	30.03.2021
b.	Three Senior	Member 1	Prof. Anil Vashisht	Mathematics	08.05.2023
	teachers of HEI	Member 2	Prof. Dinesh Kumar Dean (R&D)	Geophysics,	08.05.2023
		Member 3	Prof. Dinesh Kumar Head (IQAC)		08.05.2023
C.	Head of three Departments or School of	Member 4	Dr. Geetika Sanndhu, Associate Professor, DDE	English	08.05.2023
	Studies from which programme is being	Member 5	Mrs. Meenakshi Chahal, Assistant Professor, DDE	Education/Englis h (B.Ed.)	08.05.2023
	offered in ODL and Online mode	Member 6	Dr. Kushwinder Kaur, Assistant Professor, DDE	Economics	08.05.2023
d.	Two External Experts of ODL	Member 7	Prof. Kuldip Bansal, Director, DDE, G.J.U. S.&T., Hisar	-	08.05.2023
	and/or Online Education	Member 8	Dr. Nasib Singh Gill, Director, Centre for Distance and Online Education (CDOE), MDU, Rohtak	-	08.05.2023

e.	Officials from	Member 9	DR. SANJEEV	Library Science	08.05.2023
	departments of HEI	Administration	SHARMA, Registrar Ph.D		
	Administration				
	Finance				
		Finance	PROF. ANIL MITTAL Finance Advisor	Finance	08.05.2023
f.	Director, CIQA		Prof. Manjula Chaudhary	Tourism	08.05.2023

Directorate of Distance Education,

Kurukshetra University, Kurukshetra

Type of HEI: Dual Mode

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

1.4 Number of meetings held and its approval:

Name of HEI:

- a. No. of meetings held: Two
- b. Meeting details:

HEI ID: 0164

Meetings	Date-Month-	No. of External	Minutes	Approval of
	Year	Expert Present		Minutes
Meeting 1	26.05.2023	2	<u>View</u>	<u>View</u>
Meeting 1	24.08.2023	2	<u>View</u>	<u>View</u>

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

From <Month, Year> academic session:

*Not for Private University

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

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

From <Month, Year> academic session:

Not for Private University

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

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

Kurukshetra University, Kurukshetra

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

From <Month, Year>academic session: TO BE EXTRACTED FROM WEBPORTAL

Sr. No.	Name of the Depart ment	Diploma Title	Duration (months)	No. of Credits	Admissi on Eligibili ty	(Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority (if required)	No. of Learner Support Centre Operational ized as per territorial jurisdiction */Off Campus	adn le/Fen	of stud nitted nale/T ider) TG	

^{*} Not for Private University

HEI ID: 0164

Note: Mention details separately for <Month, Year>academicapplicable, as above.

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

From <Month, Year>academic session: TO BE EXTRACTED FROM WEBPORTAL

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

^{*}Not for Private University

Part - II: Requirements as per Centre for Internal QualityAssurance (CIQA) Functioning

2.1 Action taken on the functions of CIQA:-

Sr. No.	Function		Upload Releva nt Docum
1.	maintained in the services provided to the learners	CIQA members are part of committees of DDE and are conscious of its responsibilities in suggesting quality improvement. The inputs of CIQA and its members are proactively considered by DDE KUK that makes every possible effort to provide quality education and tries to improve every interface with the students in the whole student life cycle. The specific efforts are; 1. Admission- all admissions are made online to facilitate students 2. Quality study material- The study material for ODL is in SLM format. The study material of Online follows four quadrant approach with Self check exercises. 3. Robust evaluation- DDE uses a mix of formative and summative assessment the marks of formative and summative assessment the marks of formative assessment are separately reflected in the final result. 4. Round the year counselling- General counselling through inquiry and subject specific counselling through expert	ent View View View View View View View
2.	Self- evaluative and reflective exercises undertakenfo r continual quality improvement in all the systems and processes of the HigherEducat ional Institution	faculty is made available to students throughout the year. There is system in place for self -evaluation for continuous quality improvement where CIQA members give inputs that are considered for implementation. 1. Regular meetings of staff council of DDE to discuss various issues and suggest corrective measures 2. Ad hoc committees to discuss specific concerns of rules and regulations 3. Advisory board meeting in a year for strategic annual plan 4. Feedback from the departments regarding academic viability of running programmes	View

HEI ID: 0164	Name of HEI:	Directorate of Distance Education,	Type of HEI: Dual Mode
		Kurukshetra University, Kurukshetra	

		•	
3.	Contribution in the identification of the key areas in which Higher EducationInsti tution should maintain quality	CIQA has flagged the importance of improving students' interface. As a result this is taken up by DDE as priority. It has stressed regular student counselling as a top priority.	View
4.	Mechanism devised to ensure that the quality of Open and Distance Learning programmes matches with the quality of relevant programmes in conventional mode	The syllabi, scheme of examination and duration of the courses and mode of examination adopted by the Directorate is same as that of the programmes offered in the conventional mode. Besides this, a sound mechanism of E-content, live lectures, recorded lectures are used to ensure the quality of relevant programmes.	View
5.	interaction with and obtaining feedback	Open feedback in the form of queries, requests, complaints, suggestions, inquiries is obtained from all concerned through emails, personal visits and telephonically. The inputs obtained are used to rework a process that was earlier built into Data Management system of DDE and from now onwards it will be a part of Integrated University Management System (IUMS).	View
	learners, teachers, staff, parents, society, employers, and Government for quality improvement.		

HEI ID: 0164

7.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement Implementation of its recommendations	The recommendations of CIQA are discussed in staff council meetings, CIQA meetings and	View View
	through periodic Reviews	•	
8.	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.	DDE organized three days Wall Painting Workshop-cum-Competition on 10.04.2023 to 12.04.2023	
9.	best practicesin all areas	New initiatives are included in the prospectus which is shared with all concerned departments in university.	<u>View</u>
10.			View

HEI ID: 0164 Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra Type of HEI: Dual Mode

11.	that Programme Project	The programme has been started at par with the regular courses with due approval of the competent authority.	<u>View</u>
12.	Mechanism to ensure the proper implementation of Programme Project Reports	All approvals of programmes are taken from and advisory Body of DDE, Board of Studies of Concerned departments, Ad hoc committees and academic council of the university as required.	<u>View</u>
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	All plans are approved by the Advisory body where action taken reports are presented.	<u>View</u>
14.		CIQA members of DDE provide inputs to staff council and advisory body where new programmes are discussed with focus on employability.	<u>View</u>
15.	research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	Suggestions of CIQA aim to create learner centric environment. A progressive system exists to get inputs from different experts and CIQA members from DDE facilitate this. System includes staff councils of DDE and teaching departments, Board of Studies of DDE and departments, Advisory board of DDE, Academic Council of the university.	<u>View</u>

HEI ID: 0164 Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra Type of HEI: Dual Mode

16.	l =	Active interaction with NAAC Committee. One member is common in both committees i.e. NAAC and CIQA.	View
17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit	Every possible effort is made to implement Internal and External audit committee recommendations.	<u>View</u> <u>View</u>
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	Continuous interaction with DEB for approval of programmes through e-mails etc.	<u>View</u>
19.	Information obtained from otherHigher Educational Institutions on various quality benchmarks or parameters and best practices.	Faculty of DDE actively interacts with other institutions t to build the good practices in their processes.	<u>View</u>
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	Annual report prepared	<u>View</u>
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.	YES	<u>View</u>

HEI ID: 0164	Name of HEI:	Directorate of Distance Education,	Type of HEI: Dual Mode
		Kurukshetra University, Kurukshetra	

j l	(b) Culomitted	V	
	(b) Submitted a copy of	Yes	
	report in the format		
	as specified by the Commission, duly		View
	Commission, duly approved by the		<u>v ie vv</u>
	11		
	statutory authorities of the Higher		
	O		
	Educational		
	Institution annually		
22	to the Commission.	V	
22.	Overseen the functioning	Yes	
	of Centre for Internal		
	Quality Assurance and		¥ 7*
	approve the reports		<u>View</u>
	generated by Centre for		
	Internal Quality		
	Assurance on the		
	effectiveness of quality		
	assurance systems and		
	Processes	m) o lor	
23.	-	The Self Learning management system used	<u>View</u>
	instructional design	for compliance of all instructions	
	requirements as per the		
	philosophy of the Open		
	and Distance Learning		
	decided by the statutory		
	bodies of the HEI for its		
	different academic		
	programmes		
24.	Promoted automation	CIQA and its members actively promoted	
	of learner support	automation for development of Data	
	services of the Higher	Management system of Integrated	<u>View</u>
	Educational Institution	University Management system for DDE.	
25	Coordinated with autour-	External experts and transmitted has been	
25.		External experts audit committee has been	
	subject experts or	constituted that has made suggestions in its	View
	agencies or organisations,	meetings based on draft report of 2020-21	<u>view</u>
	the activities pertaining to		
	validationand annual		
	review of its in-house		
	processes		
26.	Coordinated with third	Yes	
	party auditing bodies for	- 	
	quality audit of		View
	= -		
	programme(s)		l l

HEI ID: 0164	Name of HEI:	Directorate of Distance Education,	Type of HEI: Dual Mode
		Kurukshetra University, Kurukshetra	

27.	Overseen the preparation	Yes	
	of Self- Appraisal Report		
	to be submitted to the		<u>View</u>
	Assessment and		
	Accreditation agencies on		
	behalf of Higher		
	Educational Institution		
28.	Promoted collaboration	External experts are engaged for lesson	
	andassociation for quality	writing and lecture delivery during PCP	
	enhancement of Open and	, ,	<u>View</u>
	Distance Learning mode		
	of education and research		
	therein		
29.	Facilitated industry-	Internships, Summer training are integral	
	institutionlinkage for	part of professional programmes also	
	providing exposure to	included in online UG programmes under	<u>View</u>
	thelearners and	NEP 2020	
	enhancing their		
	employability.		

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 inrespect of ODL programmes	Upload relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals andPolicies	 a. All posts are filled up as per the directions of State government. As a category I government university KU has a credible governance system of rules and regulations. b. The university and DDE consistently strive to achieve its vision, mission and goals. c. Strategic planning is done through Advisory Board. d. All plans, policies and goals are sync with strategic plans. DDE ensures to align its ordinances with academic and administrative plans through a system of participation of experts. 	View View View
2.	Articulation of Higher Educational Institution Objectives	The objectives of DDE are well articulated through its mission statement that echoes the mission of university that is further detailed through its objectives and disseminated every year through its prospectus	<u>View</u>
3.	Programme Development and Approval Processes a. Curriculum Planning, Designand Development b. Curriculum Implementation c. Academic Flexibility	 a. Curriculum design done at respective department level with active interface with DDE. b. Curriculum is implemented by developing study material as per the recommendations of UG and PG Boards of various programmes. c. academic flexibility to DDE students is provided through modular programmes 	

HEI ID: 0164	Name of HEI:	Directorate of Distance Education,	Type of HEI: Dual Mode
		Kurukshetra University, Kurukshetra	

	d. Learning Resource e. Feedback System	 d. Learning resources are developed as per UGC Guidelines. e. Feedback is obtained from teachers of different courses, programme coordinators and students during PCP that is used to make necessary improvement s in the delivery 	
4.		Internal reviews are constantly taken up and curricula changed as per requirements. Changes in delivery system are made as needed.	<u>View</u>
5.	Resources	Full-fledged Infrastructure available as per UGC norms. Class rooms, library, computer lab, open air theatre, other amenities available	
6.	Environment and	DDE provides excellent learning environment through counselling, PCP and learner support centres	View
7.	Assessment and Evaluation	Continuous assessment is undertaken through a mix of formative and summative assessment using MCQ, subjective exams, viva voce, practical, project reports, internships etc. Students are provided advanced information about all components of evaluation. Formative assessment carries 20 per cent weight.	View
8.	Teaching Quality and Staff Development	Expert teachers are taken on board to deliver lectures. They are encouraged to be interactive	View

Name of HEI: Directorate of Distance Education,

HEI ID: 0164

Kurukshetra University, Kurukshetra

Type of HEI: Dual Mode

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.N o.	Provisions in Regulations	Action taken in respect of online programmes	link of relevant document
1.	Academic Planning	Academic plans of DDE are prepared based on inputs received from programmes coordinators teachers and experts in its different committees.	<u>View</u>
2.	Validation	The programmes offered are similar to regular programmes and all are recognized by the concerned monitoring authorities. The validity of all programmes is ensured in the internal meetings of DDE and advisory board.	
3.	Monitoring,		
	Evaluation and Enhancement Plans		
	a. Reports		
	from Examinati on Centres	a) Reports are obtained by the examination branch for action	<u>View</u>
	b. External Auditor or other External Agencies	b) All financial audit reports are considered for action. A mechanism of postdated externa academic audit has been established.	
	report c. Systematic Consideration of	c)Data on exams is analyzed for pass rates	<u>View</u>
	Performance Data at Programme, Faculty and	d) The analyzed data is discussed for annual planning and make necessary amendments in evaluation system	<u>View</u>
	Higher Educational Institution levels	e) Feedback is periodically obtained from teaching departments and students for making necessary improvements.	<u>View</u>
	d. Reporting and Analytics by the Higher Educational Institution e. Periodic Review		

Part - III: Human Resources and Infrastructural Requirements

3.1 Name and details of Director of Centre for Distance and Online Education(Dual Mode University) -

Prof. Manjula Chaudhary,

Director, Directorate of Distance Education

Ph.D.,

Salary: As Per University Norms

(appointment letters and joining report): View

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

Programmes	No. of Faculty	No. of Faculty	Complied	If no. reason
Name	required	appointed	Yes/No	thereof
UG	15	6	No	Subject to government approval regarding sanction and filling of posts
PG	32	6	No	Subject to government approval regarding sanction and filling of posts
PGD	2	-		Subject to government approval regarding sanction and filling of posts

S. No.	Programme Name	No. of Full time Dedicate d faculty for ODL	Designa tion	Qualifica tion	Experien ce		gular/Cont s salary/m	•	Date of joining programme & joining report
						Туре	Gross Salary/ Month	Contract Period	
	English		1 10100001	NA DI-:I	12 years 6 months	Regular	2,22,850 /- p.m.	-	24-2-2011
	Teaching of Education/E		Professor	M.A., M.Ed., M.Phil.	16 years	SFS	1,44,100 /- p.m.	-	1-8-2007

HEI ID: 0164		Name of			f Distance I niversity, Ku		Туг	e of HEI:	Dual Mod
nglish (B.Ed.)		hi Chahal							
Library & Information Science	1	Dr. Jyotsna Gupta	Assistant Professor	Ph.D.	15 years 9 months	SFS	1,62,454 /- p.m.	-	7-11-200
History	1	Dr. Kuldeep Singh	Assistant Professor	M.A. M.Phil., Ph.D.	11 Years 4 months	Regular	1,35,700 /- p.m.	-	30-3-20
Economics	1	Dr.	Assistant Professor	M.Sc. (Hons), Ph.D.	11 years 3 months	Regular	1,40,444 /- p.m.	-	15-5-20
Sanskrit	1	Dr.	Assistant Professor	M.A. M.Phil., Ph.D.	06 years 11 Months	Regular	1,07,926 /- p.m.	-	26-8-201
Journalism and Mass Communicat ion	1		Assistant Professor	M.A. (MC), M.Phil.(JMC)	11 vears	Contract	57,700/- p.m.	continue	10-10-20
Environment Education	1	Dr. Manju Sharma	Assistant Professor	M.Sc., B.Ed., Ph.D.	11 years 1 month	Contract	57,700/- p.m.	continue	16-7-201
Punjabi	1	Dr. Sukhjit Kaur	Assistant Professor	M.A., M.Phil., Ph. D.	10 years 11 months	Contract	57,700/- p.m.	continue	11-9-201
Public Admn.	1	Dr. Jyoti	Assistant Professor	M.A., M.Phil., Ph.D., NET, JRF (Pub- Admn.), B.Ed., M.A. (Edn.), M.A.(Pol.Sc .) PG Dip in Criminology and Forensic Sc.	10 years	Contract	57,700/- p.m.	continue	23-8-20
Education	1	Dr. Vikrant	Assistant Professor	M.A., M.Ed.,	09 years 11 months	Contract	57,700/- p.m.	continue	3-9-201

HEI ID: 0164

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3.3 Details of Administrative staff

Number of Administrative staff available exclusively for ODL programmes at HQ &at LSCs

Admin Staff	Required (up to	Available
	16,000 students)	
Deputy Registrar	1	1
Assistant Registrar	1	NIL
Section Officer	1	3
Assistants	3 (2 for DM Universities)	25
Computer Operator	2	18
Multi-Tasking Staff	2	15

(Attach duly attested photocopy of appointment letter with salary details)

Note:

- **1.** In case of the enrolment higher than 5,000 the number of positions in the Centre for Distance and Online Learning may be increased by the HEI appropriately.
- **2.** Private University eligible to offer ODL programmes through its Head Quarters only and duly recognized off-campus centres; not through any Learner Support Centre.

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 Open and Distance Learning 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.	All Examinations for Open and Distance Learning mode programmes shall be conducted within the Institution where the Study Centres or Learner Support Centres is located under the direct control and responsibility of the Open and Distance Learning mode Institution. No Examination Centres shall be allotted to any private organisations or unapproved Higher Educational Institutions.	Yes	
4.	The examination centre 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 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	Yes	

HEI ID: 0164	Name of HEI:	Directorate of Distance Education,	Type of HEI: Dual Mode
		Kurukshetra University, Kurukshetra	

	including adequate lighting, ventilation and clean drinking water facilities		
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 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 shalladopt the guidelines issued by the Commission for the conduct of proctored examinations.	Yes <u>View</u>	
2.	A Higher Educational Institution offeringODL programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and their certification	YES <u>View</u>	
3	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: Provided that no semester or year-end examination shall be held unless:		
	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;	Yes <u>View</u>	
	ii) For Open and Distance Learning mode: the learner has minimum attendance of 75 per cent in the programmes specific PCP (excluding counselling) and lab component of each of the		

HEI ID: 0164	Name of HEI:	Directorate of Distance Education,	Type of HEI: Dual Mode
		Kurukshetra University, Kurukshetra	

	programmes; and detailed attendance reports have been maintained by learner support centre/regional centre/higher educational institution.	Yes <u>View</u>
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 open and distance learning mode shall be evolved by adopting same standards as being followed in conventional mode/ODL mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities	Yes <u>View</u>
5.	The weightage for different components of assessments for Open and Distance Learning mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term endexamination): Minimum 70 per cent.	Yes <u>View</u>
6.	The Higher Educational Institution shallnotify all assessment tools to be used for formative and summative assessments	Yes <u>View</u>
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 <u>View</u>
8.	A Higher Educational Institution offering a Programme in open and distance learning mode shall adopt arigorous process in development of questionpapers, 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 that no part of the syllabus is left out of study by a learner	Yes <u>View</u>
9.	The examination of the programmes inopen and distance learning 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.	Yes <u>View</u>

HEI ID: 0164	Name of HEI: Directorate of Distance Education Kurukshetra University, Kurukshet			
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	No	The Examinations are conducted as per University guidelines	
	(b) Availability of biometric system	No	The Examinations are conducted as per University guidelines	
	(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	The Examinations are conducted as per University guidelines	
	(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 centre to the Higher Educational Institution	No	The Examinations are conducted as per University guidelines and videography is conducted as and when needed.	
11.	The Higher Educational Institution shallretain all such Closed- Circuit Television recordings in archives for a minimum period of five years	No	The Examinations are conducted as per University guidelines	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Yes <u>View</u>		
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Yes <u>View</u>		
13.	(a) All end semester examinations or term end examinations for programmes offered through Open and Distance Learning mode shall be conducted through proctored examination (pen- paper or	Yes <u>View</u>		

121 121 0101	Kurukshetra University, Kurukshet		Type of fiel. Dual Mode		
	online or computer based testing) within				
	Territorial Jurisdiction, in the examination				
	centre as mentioned in				
	these regulations.				
	(b) The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode Institution	No	As per University Rules, exams conducted through Examination Branch.		
14.	The Examination Centre shall be located in Government Institutions like KendriyaVidyalaya(s),NavodayaVidyalaya(s), Sainik School(s), State GovernmentSchools, etc. can also be identified asexamination centre(s) under direct overall supervision of a Higher EducationalInstitution offering education under theOpen and Distance Learning mode including approved affiliated colleges underthe University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher Educational Institutions	Yes <u>View</u>			
15.	The Learner Support Centres, as defined in the regulations and within the territorial jurisdiction, can also be used as examination centres provided they fulfill thecriteria of an examination centre as defined in these regulations	Yes <u>View</u>			
16.	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher EducationalInstitution	Yes <u>View</u>			
17.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for open and distance learning mode shall be assigned a unique identification number and shall have i. Photograph ii. Aadhaar number or other government	Yes <u>View</u>			
	recognised identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name.				
1	(b) Each award shall also be uploaded on the National Academic Depository	Yes <u>View</u>			

Directorate of Distance Education,

HEI ID: 0164

Name of HEI:

Type of HEI: Dual Mode

HEI ID: 0164	Name of HEI: Directorate of Distance Education Kurukshetra University, Kurukshet	, 31
18.	It shall be mandatory for Higher Educational	
	Institution to mention the following on the	Yes
	backside of each of the degrees/certificates and	165
	mark sheets issued by the Higher Educational	
	Institution to the learners (for each semester	¥7: and
	certificate and at the end of the programme): (i)	<u>View</u>
	Mode ofdelivery; (ii) Date of admission; (iii) Date	
	of completion; (iv) Name and address of all	
	Examination Centres	

4.3 Whether any examination held through online mode.

If yes, provide details regarding technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination

- Face tracking: This feature ensures that the candidate is visible in the webcam frame during the
 exam. If the candidate's face is not visible, a pop-up message will be displayed, and the test window will be blank until the face is detected.
- Video Streaming: This feature allows the admin to view live streaming of a candidate's exam or multiple candidates' exams simultaneously. The suggested number of candidates that can be monitored at one time is 30.
- Screen Capture Plug-in: Proctors can take screenshots of the candidate's screen to detect any suspicious activity. Additionally, the system automatically takes screenshots when any warning is displayed on the candidate's screen.
- Image Capturing: Images of the candidate are captured every 30 or 40 seconds during the exam.
- Keystroke DNA: This feature is used for subjective assessments, where the pattern of keystrokes is identified, and any deviation in the keystroke pattern prompts a warning.
- Video Recording on Demand: Proctors can record a video of a live session at a fixed interval, providing evidence in case of any suspicious activity.
- In Progress 360 Degree Room View: This feature allows a human proctor to initiate a 360-degree view of the candidate's room and communicate with the candidate during a remote proctored assessment.
- Noise Detection: This feature uses an in-house algorithm to detect external noise, such as crosstalk or murmurs, to prevent candidates from using external voice-based devices or receiving human prompts during the exam.
- Face Recognition: This feature uses Microsoft or AWS AI and ML-based face recognition technology to match the candidate's face with the image captured during registration. The standard frequency of image capture is 60 seconds, and this feature can also be enabled for auto-approval processes.
- Foreign Object Identification: This feature uses Microsoft or AWS AI device detection capability to identify any device captured on the candidate's webcam during the exam, such as a mobile phone. The standard frequency of device detection is 60 seconds.

HEI ID: 0164 Name of HEI: Directorate of Distance Education, Type of HEI: Dual Mode

Kurukshetra University, Kurukshetra

4.4Result and Student Progression

For UG, PG and PGD programmes

2022-23	Class	Admitted	Appeared	Pro-	Students	Percent-	Passed in	Percent-
January &			in Exams	gressed to	Passed	age of stu-	first class	age of stu-
July, 2022				next year		dents		dents
						passed		passed 1st
								Class
	B.EdI	464	431		Result			
					awaited			
	B.EdII	353	353		Result			
	_				awaited			
	M.A. EngI	428	346		Result			
					awaited			
	M.A. EngII	159	157		Result			
					awaited			
	M.Sc. Geog-	445	434		Result			
	raphy-I				awaited			
	M.Sc. Geog-	241	234		Result			
	raphy-II				awaited			
	Diploma in	130	99		Result			
	Yoga				awaited			
	BCA-I	74	46		Result			
					awaited			
	BCA-II	29	26		Result			
					awaited			
	BCA-III	29	29		17	58.62	4	13.79
	Diploma in	24	17					
	Gita							
	MA Philoso-	41	30		Result			
	phy (P)				awaited			
	MA Philoso-	12	12		Result			
	phy (F)				awaited			
	PGDEMM	19	14		Result			
					awaited			
	B.A-Ist	3064	2396		Result			
					awaited			
	B.A-IInd	1168	1109		Result			
					awaited			
	B.A-III	1318	1280		640	50%	64	5%
	MCA-Ist				Result			
					awaited			
	MCA-IInd				Result			
					awaited			
	MCA-IIIrd	151	150		Result			
					awaited			
	M Sc-Ist	101	85					
	M.Sc-Ist	101	85		Result			

HEI ID: 0164	Name of			istance Education, ersity, Kurukshetra	Type of HEI: Dual Mod
Comp.Sc.				awaited	
M.Sc-IInd	130	123		Result	
Comp.Sc.	100	120		awaited	
B.Com-I	390	332		Result	
D.Com 1	370	332		awaited	
B.Com-IInd	163	151		Result	
D.Com-inu	103	131		awaited	
B.Com-IIIrd	250	244		Result	
D.Com-mu	230	277		awaited	
M.A. Educa-	47	33		Result	
	4/	33		awaited	
tion (P)	24	22			
M.A. Educa-	34	32		Result	
tion (F)	155	107		awaited	
M.A. Hindi	157	107		Result	
(P)				awaited	
M.A. Hindi	57	55		Result	
(F)				awaited	
M.A. History	416	318		Result	
(P)				awaited	
M.A. History	205	203		Result	
(F)				awaited	
M.A. Punjabi	102	84		Result	
(P)				awaited	
M.A. Punjabi	63	62		Result	
(F)				awaited	
M.A. Pol. Sci-	511	393		Result	
ence (P)				awaited	
M.A. Pol. Sci-	247	237		Result	
ence (F)				awaited	
M.A. San-	96	75		Result	
skrit (P)				awaited	
M.A. San-	45	43		Result	
skrit (F)				awaited	
M.Com-(P)	1002	905		Result	
				awaited	
M.Com(F)	916	898		Result	
1.1100111(1.)				awaited	
M.A(P)Eco-	120	102		Result	
nomics	120	102		awaited	
M.A(F)Eco-	69	68		Result	
nomics		00		awaited	
M.A(P)Envi-	30	26		Result	
ronment Ed-	30	20		awaited	
				awaneu	
ucation	22	21		Dogult	
M.A(F)Envi-	33	31		Result	
ronment Ed-				awaited	
ucation	255	260		D It	
M.Sc(P)Math	355	269		Result	
				awaited	

HEI ID: 0164	Name (Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra		Type of HEI: Dual Mod	
M.Sc(F)Mat	h 189	144		Result	
				awaited	
PGDEE	46	37		Result	
				awaited	
PGDTx	06	05		Result	
TGDTA		0.5		awaited	
B.Lib. Sci-	262	238		Result	
ence	202	230		awaited	
D. Lib. Sci-	58	40		Result	
	36	40			
ence	0.1			awaited	
M. Lib. Sci-	91	75		Result	
ence				awaited	
CCA	52	31		Result	
				awaited	
CCU	04	04		Result	
				awaited	
PGDHR	25	22		Result	
Tubin	23			awaited	
PGDCA	171	121		Result	
PUDCA	1/1	121			
Dabar	70			awaited	
PGDCL	70	69		Result	
				awaited	
M.A. Pub.	95	75		Result	
Adm. (P)				awaited	
M.A. Pub.	73	69		Result	
Adm. (F)				awaited	
M.A. MMC	50	42		Result	
(P)				awaited	
M.A. MMC	112	110		Result	
(F)	112	110		awaited	
. ,	42	26			
MCA-I	42	36		Result	
				awaited	
MCA-II	83	73		Result	
				awaited	
LLM-II	287	282		Result	
			<u></u>	awaited	
MBA-I	214	209		Result	
				awaited	
MBA-II	217	181		Result	
1.121111				awaited	
MBA-HM-I	10	10		Result	
MDW-UM-I	10	10			
3404 7734 77	12	10	<u> </u>	awaited	
MBA-HM-II	12	10		Result	
				awaited	
PGDBA	13	13		Result	
				awaited	
PGDT	74	64		Result	
				awaited	
PGDJMC	49	42		Result	
1 42,1.10	11			awaited	

Part - V: Programme Project Report (PPR) and Self LearningMaterial (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.

, ,	_	_
Υ	Д	C
1	u	J

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.

Learning materials are prepared strictly as per guidelines of UGC. Programme coordinators are provided detailed guidelines for the same who ensure that all directions are complied with.

Samples and authority approval-link

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.

The SLMs are prepared as per the guidelines mentioned in the UGC Regulations. DDE has prepared detailed SLM guidelines as per UGC norms with course objectives, quizzes, questions answers.

Samples and authority approval-link

Part - VI: Programme Delivery through Learner Support Centre(LSC)

6.1 Details of personal contact programmes implemented:

Please provide information in respect of programmes at UG, PG and PGD Programmes

Sr. No.	Programmes Name	Centre Name	No. of Centres conduc ted PCP	No. of PCP held every year	Total No. of students registered in the Programme	No. of Students Attended on an average basis
1	UG	Teaching Block, Directorate of Distance Education, KUK	12	05	5951	70%
2		Department of Commerce, KUK		01		
3		B.P.R. College, Kurukshetra		03		
4		D.A.V. College for Girls, Yamuna Nagar		03		
5		S.A. Jain College, Ambala City		03		
6		S.D. College, Ambala Cantt		03		
7		Jat College, Kaithal		02		
8		R.K.S.D. College, Kaithal		01		
9		Imperial College, Hisar		01		
10		D.A.V. College, Karnal		02		
11		G.N.K. College, Karnal,		03		
12		I.B. College, Panipat		03		

HEI ID: 0164	Name of HEI:	Directorate of Distance Education,	Type of HEI: Dual Mode
		Kurukshetra University, Kurukshetra	

B.Ed.	Teaching Block, Directorate of Distance Education, KUK	04	02	817	100%
	Sohan Lal DAV College of Education, Ambala City		02		
	Sant Nischal Singh College of Education for Women, Yamuna Nagar		02		
	Dr. Ganesh Dass DAV College of Education for Women, Karnal		02		

6.2 Compliance status of 'Learner Support Centre' - As per Annexure - VIII of UGC(ODL Programmes and Online Programmes) Regulations, 2020

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 provisions of the Regulations. The explicit details of approval by its Statutory Authorities/CIQA shall also be mentioned.

INSERT TEXT BOX		

6.3 LSC wise enrollment details (Not for Private University)

	Name &	This LSC	If yes,All	Name of						
	Address of	is LSC of	the HEIs	HEI to	Whether the	Name and				
	College/	how	in same	which	College/	Contact	Qualification			
Sr.	institute	many	State as	College/	institute is	Details of	of	No. of	Program-	Total
No.	where LSC	HEIs?	that of	institute is	private or	Coordinato	Coordinator	Counsellors	mes	Enrolled
INO.	is		the LSC?	affiliated	Govt(where	r and	and	Counsellors	offered	student.
	establishe	(No. and		(where LSC	LSC is	Counselor	Counselor			
	d (with Pin	Names)		is	established)	Counselor				
	Code)			established)						
4										
1.										
N.										

HEI ID: 0164 Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra Type of HEI: Dual Mode

Note: In case of Science Programmes, programmes shall be offered from the Head Quarters and/or only from such Learner Support Centres which are offering same programme under conventional mode atleast for seven years. NIL

Whether LSC is offering	If Yes, then years	No. of years	7 years condition
same programme under	since when being		complied
conventional mode	taught in		Yes/No
	conventional mode		

6.4 Off campus details (For Deemed to be University) NA

Sr. No.	Name & Address of Off campus (Pin Code)	Govt of India through notification published in the Official	Name and Contact Details of Coordinator and Counselor	Coordinator	Counsellors	Program- mes offered	Total Enrolled student.
1.							
N.							

Kurukshetra University, Kurukshetra

6.5 Delivery of Self-Learning Material

Delivery of Self Learning Material to learners for ODL programmes as defined in Annexure-VI and Annexure-VII of Regulations

Туре	Date of Admission (for July and January)	Date SLM of delivery	Whether SLM Delivered To learners within a fortnight fromthe date of admission
Printing Material	Yes	February - March	Yes
Audio-Video Material	-	-	-
Online Material	-	January	Yes
Compute based Material	-	-	-

6.6 Whether any course in a particular programme was allowed through OER/Massive Open Online Courses: Y/N

No

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 If no.					
S.No.	Provision	Yes/No with explicit link address	Reasons, thereof			
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal	Yes				
	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?	<u>View</u>				
	Link of following on websit	e				
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 open and distance learning mode	No				
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes <u>View</u>				
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 <u>View</u>				
5.	Programme-wise information on syllabus, suggested readings, contact points for counselling/mentoring, programmestructure with credit points, programme- wise faculty details, list of supporting staff, list of leaner support centres with addresses and contact details (for open and distance learning mode) their working hours and counselling (for open and distance learning mode) Schedule	Yes <u>View</u>				
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes <u>View</u>				
7.	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional	Yes <u>View</u>				

	design of the open and distance learning		
	programmes and shall be an input for		
	maintaining the quality of the programmes and		
	bridging the gaps, if any		
8.	Information regarding all the programmes	Yes	
	recognised by the Commission	<u>View</u>	
9.	Data of year-wise and programme-wise learner	Yes	
	enrolment details in respect of degrees and/or	<u>View</u>	
	post graduate diplomas awarded		
10.	Complete information about 'Self-Learning	Yes	
	Material' including name of the faculty who	<u>View</u>	
	prepared it, when was it prepared and last		
	updated for Open and Distance Learning		
	Programmes;		
11.	A compilation of questions and answers	No	In the process
	under the head 'Frequently Asked Questions'		of
	with the facility of online interaction with		development
	learners providing hyperlink support for open		•
	and distance learning Programmes		
12.	List of the 'Learner Support Centres' along	Yes	
	with the number of learners who shall appear	<u>View</u>	
	at any examination centre and details of the		
	Information and Communication Technology		
	facilities available for conduct of examination		
	in a fairand transparent manner, for Open		
	and Distance Learning programmes		
13.	List of the 'Examination Centres' along with	Yes	
	the number of learners in each centre, for open	<u>View</u>	
	and distance learning programmes		
14.	Details of proctored examination in case of end	Yes	
	semester examination or term endexamination	<u>View</u>	
	of open and distance learning programmes		
15.	Academic Calendar mentioning period of the	Yes	
	admission process along with the academic	<u>View</u>	
	session, dates of continuous and end		
	semester examinations or term end		
	examinations, etc		
16.	Reports of the third party academic audit to	Yes	
	be undertaken every five years and internal	<u>View</u>	
	academic audit every year by Centre for		
	Internal Quality Assurance		

Kurukshetra University, Kurukshetra

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.	The intake capacity under Open and DistanceLearning	Yes
	mode for a programme under science discipline to be	
	offered by a Dual Mode University shall be three times	
	of the approved in take in conventional mode and	
	incase of Open University, it shall be commensurate	
	with the capacity of theLearner Support Centres (for	
	Open and Distance Learning only) to provide lab	
	facilities to the admitted	
	learners:	
2.	Enrolment of learners to the Higher Educational	Yes
	Institution, for any reason whatsoever, in anticipation	
	of grant of recognition for offering a programme in	
	open and distance learning mode, shall render the enrolment invalid	
3.	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 andcharges- (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
4.	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

ID: 0164	Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra	Type of HEI: Dual Mode
5.	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 the instructions or orders issued by Central Government or State Government: Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, ands hall provide for equity and access to	Yes
7.	all deserving learners 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 by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners; Provided that the learner support centres shall not admit a learner to any programme in open and distance learning for or on behalf of the higher educational institution. Every Higher Educational Institution shall—	Yes
	 (a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner; (b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum posted of five years. 	Yes
	period of five years; (c) exhibit such records as permissible under law on its website; and be liable to produce such record, whenever calledupon to do so by any statutory authority of the Government under any law for the time being in force.	Yes

HEI ID: 0164

D: 0164	Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra	Type of HEI: Dual Mo
8.	Every Higher Educational Institution shall publish, prior	
	to the date of commencement of admission to any of its	
	programme in ODL/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	Yes
	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. (b)	The percentage of tuition fee and other charges	Yes
	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	
8. (c)	The number of seats approved in respect of each	Yes
	programme of open and distance learning mode, which	
	shall be in consonance with the resources	
8. (d)	the conditions of eligibility including the minimum age	Yes
	of a learner in a particular programme of study, where	
	so specified by the Higher Educational Institution	
8. (e)	The minimum educational qualifications required for	Yes
	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	

HEI ID: 0164

D: 0164	Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra	Type of HEI: Dual Mo
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 admission to each programme of study and theamount of fee to be paid for the admission test	Yes
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 categoryof teachers and other employees	Yes
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 in the Commission Order	Yes

HEI ID: 0164

D: 0164	Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra	Type of HEI: Dual Mo
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation feeor demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	
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 open and distance learning 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 orother 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 feeor 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	
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in open and distance learning 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 withinsuch time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution	Yes

HEI ID: 0164

HEI ID:	0164	Name of HEI: Directorate of Distance Education, Kurukshetra University, Kurukshetra	Type of HEI: Dual Mode
	14.	No Higher Educational Institution shall, issue or	
		publish-	
		(a) any advertisement for inducing learners for taking	
		admission in the Higher Educational Institution, claiming	Yes
		to be recognised by the appropriate statutory authority or	
		by the Commission where it is not so recognised;	
		(b) any information, through advertisement or otherwise	
		in respect of its infrastructure or itsacademic facilities	
		or of its faculty or standard ofinstruction or academic or	
		research performance, which the Higher Educational	Yes
		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	

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

Kurukshetra University has Grievance redressal mechanism for its students. Additionally DDE has a system of redressing student grievances received through different modes viz; letters, e-mails, SMS etc. A link has been provided on website of DDE for admission and examination related queries and complaints.

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
30	30

9.3 Complaint Handling Mechanism

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

Dean Academic affairs of the university is the Nodal Officer

9.4 Details of Complaints received from UGC (DEB): NIL

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

Part - X: Innovative and Best Practices

10.1 Innovations introduced during academic year

DDE conducted Online classes in response to COVID spread and used various online platforms such as google classroom, google meet. WhatsApp etc. to connect with students and for examination purpose also. DDE also developed different teaching pedagogy and used latest technologies to make teaching learning process more effective.

10.2 Best Practices of the HEI

The DDE is committed for its mission to provide accessible, affordable and quality education to its learners and make all efforts to reach the unreached. The Students engagement for effective learning is also assured through interactive and learner centric Personal Contact Programmes. DDE has

- 1. A dedicated website
- 2. Online facility for admission and filling exam forms and other services
- 3. SMS alerts for PCP, exams and other information to learners
- 4. Well stocked library
- 5. Green campus
- 6. WiFi facility

10.3 Details of Job Fairs conducted by the HEI

Kurukshetra University has a dedicated placement cell and students of DDE can freely participate in its placement drive

10.4 Success Stories of students of Online mode of the HEI

No batch of Online Students has passed till date.

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

NIL as material is available in Hindi for most subjects.

10.6 Number of students placed through Campus Placements

NIL

HEI ID: 0164 Name of HEI: Directorate of Distance Education, Type of HEI: Dual Mode

Kurukshetra University, Kurukshetra

10.7 Details of Alumni Cell and its activity

Alumni Teacher Incharge of DDE is associated with Kurukshetra University Alumni Association that actively organizes activities of Alumni such as meets. Getting donations, open alumni talks, alumni visits

10.8 Any other Information

DDE offers liberal financial support to its learners under different schemes to encourage different sections of the society towards education.. Tuition fee waiver is available to for female students scoring more than 70 percent marks at 10+2 level under Shikshit Beti scheme. Scholarships and fee concessions are provided to students falling under different categories such as SC, BCstudents. No tuition fees is charged from blind candidates of Haryana. The employees of university and their wards are also provided fee concession.

HEI ID: 0164

Name of HEI:

Directorate of Distance Education, Kurukshetra University, Kurukshetra Type of HEI: Dual Mode

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: Prof. Manjula Chaudhary

Director (D.E.)

Seal: Kuru

Kurukshetra University

KURUKSHETRA-136119

Date: 24.08.2023

Signature of the Registrar

Name: Dr. Sanjeev Sharma

REGISTRA

Seal: Kurukshetra University

Kurukuncua-136 119.

Date: 24.08.2023

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.